

BOARD OF SUPERVISORS MEETING MINUTES OF FEBRUARY 6, 2013

At a special meeting of the Pulaski County Board of Supervisors held on Wednesday, February 6, 2013 at 6:00 p.m. in the Basement Floor Conference Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, the following members were present: Joseph Sheffey, Chairman; Charles Bopp, Vice-Chairman; Andy McCready; Ranny O'Dell; and Dean Pratt.

Also present were Peter Huber, County Administrator; Robert Hiss, Assistant County Administrator; Jared Linkous, County Engineer; Diane Newby, Finance Director; Tammy Safewright, Administrative Assistant; Shawn Utt, Community Development Director; and Gena Hanks, Clerk to the Board of Supervisors.

1. Welcome and Introduction

Mr. Sheffey called the meeting to order and welcomed Board members and county staff to the meeting. Mr. Sheffey advised the purpose of the meeting was to conduct a work session on the Capital Improvements Project (CIP) listing, as well as several other matters listed on the agenda.

Mr. Sheffey advised of the need to add a "personnel" matter to the Closed Session agenda.

2. Action Items:

a. County Garage

Mr. Linkous described in detail the costs associated with Phase I of the project, which includes the design and site development.

Board members discussed costs associated with the project, as well as grading, utilities, storm water management, the relocation of the existing PSA building, plans for a shell building to house PSA staff, square footage, potential for use of "in house" staff, HVAC, and the timetable for completing the project.

Mr. McCready suggested the PSA pay for the costs (\$75,000) associated with the shell building for PSA staffing.

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board approved requesting the PSA pay \$75,000 for the shell building to house PSA staff, as well as accepted estimates presented for the project, along with use of "in house" staff as appropriate for completing the project.

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp.
Mr. Pratt.

Voting no: none.

b. Declaration of Emergency

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the board adopted the following emergency declaration related to the January 30th storm event:

Declaration of Local Emergency

WHEREAS, the Director of Emergency Management of the County of Pulaski did hereby find:

1. That due to flooding from the New River, the County of Pulaski faced dangerous conditions;
2. That due to flooding from the New River, a condition of extreme period to life and property necessitated the proclamation of the existence of a local emergency;

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that an emergency did exist throughout the County of Pulaski; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said emergency, the powers, functions and duties of the Emergency Management Organization of the County of Pulaski were those prescribed by State Law and the Ordinances, Resolutions, and approved plans of the County of Pulaski in order to mitigate the effects of said emergency.

Voting yes: Mr. McCreedy, Mr. O'Dell, Mr. Sheffey, Mr. Bopp.
Mr. Pratt.

Voting no: none.

3. Capital Improvements Plan Review

Mr. Huber described the development of the CIP listing and the "keys" listed on the last page of the CIP which defines the level of priority assigned by staff. Mr. Huber indicated the need to balance the meeting of internal and citizen needs. Mr. Huber also advised staff did not have a recommendation at this time, as staff continues to review the listing and look at major categories.

Mr. Hiss described the anticipated increase in health insurance for county and school employees and overall changes to the health insurance program, as well as the various plans being reviewed by the Consortium. Mr. Hiss advised health insurance cost estimates were anticipated to be known towards the end of February.

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Mr. Utt and Ms. Safewright described in detail the overall CIP listing, as well as explained the various backup sheets provided by the departments making CIP requests.

Board members discussed the ongoing and anticipated future cuts in state funding to localities and schools, costs associated with the various requested items (including the wellness center, Sheriff's office, county garage project, buses and other items), and the potential to apply for grants to pay for some costs.

Staff was directed to refine the CIP listing and provide updates to the Board, as well as look at items needing immediate attention.

Mr. Sheffey inquired if the recently award grant for Skyview would impact the fairgrounds. Mr. Linkous advised the original phase included extending service to the trailer court behind the fairgrounds; however, the park owner did not have an interest in pursuing the project.

Mr. Hiss advised the fairgrounds had significant damage from the recent storm, with estimates at approximately \$60,000. Mr. McCready suggested consideration to a new building, if additional costs are around \$20,000 and roof replacement at \$10,000.

Ms. Newby provided updated financial reports and described in detail funds in contingency.

Board members discussed the refinancing of the loans and status of Springsted's review of the county's loans.

Mr. McCready inquired as to what kind of term would be applied to finance schools. Staff was requested to provide information regarding potential terms for financing new school(s)

Mr. Hiss described staff's efforts to re-inspect roofs of county buildings.

Mr. McCready inquired regarding the "CAMA" software replacement, noting his recollection of previous action by the Board to replace the software. Mr. Huber described a recommendation by Wingate Appraisal to wait until following the county's next reassessment to purchase software to allow for new assessment numbers to be entered into new software. Mr. McCready inquired if staff had determined if backup exists for existing software, should the software crash. Mr. Huber advised he would confirm the status of the current software backup and provide that information to the Board via the weekly update.

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Mr. Huber described the demonstration by Bright Services of a new "interface" by Bright, as well as described Carroll County's interest in a joint purchase of software with Pulaski County.

4. Other Matters

Mr. Huber and Mr. Linkous described pictures of the water intake at Claytor Lake, as well as described the dredging operations and the options for a long term solution.

Mr. Linkous also described the staff recommendation being proposed to the PSA Board related to dredging operations, noting an expected quick turnaround time.

Mr. McCready inquired regarding the potential purchase of a generator by the PSA.

Mr. Linkous advised the cost for a generator to be approximately \$400,000. Mr. Linkous further advised consideration to purchase of a generator by the PSA Board would be placed on the PSA Board's February 12, 2013 agenda.

Mr. Sheffey shared details related to a "rescue mission" by firefighters with the Hiwassee Volunteer Fire Department in rescuing a woman from a flooded vehicle during the recent storm events.

On a motion by Mr. Pratt, seconded by Mr. O'Dell and carried, the Board approved staff drafting a resolution honoring the individuals involved in the rescue, with said resolution to be placed on the February 25th Board agenda for adoption and also approved honoring the Hiwassee Volunteer Fire Department volunteers who were involved in the rescue mission during the 2013 County employees/volunteer picnic.

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp, Mr. Pratt.

Voting no: none.

5. Closed Session – 2.2-3711.A.1.3

Chairman Sheffey advised a Closed Session would need to be held as follows:

A closed session is requested pursuant to Section 2.2-3711.A.1.3 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters.

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On a motion by Mr. Bopp, seconded by Mr. McCreedy and carried, the Board of Supervisors entered a Closed Session for discussion of the following:

Personnel – Pursuant to Virginia Code Section 2.2-3711(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- Appointments

Property Disposition or Acquisition – Pursuant to Virginia Code Section 2.2-3711(A)3 discussion for consideration of the disposition or acquisition of publicly held property regarding:

- Industrial Property

Voting yes: Mr. McCreedy, Mr. O'Dell, Mr. Sheffey, Mr. Bopp,
Mr. Pratt.

Voting no: none.

Return to Regular Session

On a motion by Mr. McCreedy, seconded by Mr. Bopp and carried, the Board returned to regular session.

Voting yes: Mr. McCreedy, Mr. O'Dell, Mr. Sheffey, Mr. Bopp, Mr. Pratt.

Voting no: none.

Certification of Conformance with Virginia Freedom of Information Act

On a motion by Mr. McCreedy, seconded by Mr. O'Dell and carried, the Board of Supervisors adopted the following resolution certifying conformance with the Virginia Freedom of Information Act:

WHEREAS, the Board of Supervisors of Pulaski County, Virginia, has convened a closed meeting of this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act:

WHEREAS, Section 2.2-3712(D) of the Code of Virginia requires a certification by this Board of Supervisors that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Pulaski County, Virginia hereby certifies to the best of each members' knowledge (i) only public business matters lawfully exempted from open

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meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (ii) only such public business matters as were identified in this motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors.

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp,
Mr. Pratt.

Voting no: none.

Appointment to PSA Board

On a motion by Mr. O'Dell, seconded by Mr. Pratt and carried, the Board reappointed Pete Crawford, Dave Dean and Doug Warren to an additional term on the PSA Board of Directors.

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp,
Mr. Pratt

Voting no: none.

6. Adjournment

On a motion by Mr. Pratt, seconded by Mr. O'Dell and carried, the Board adjourned its special meeting. The next regularly scheduled meeting of the Board is to be held on Monday, February 25, 2013 beginning with a Closed Session at 6:00 p.m. and the regular meeting at 7:00 p.m., with said meeting to be held at the County Administration Building, 143 Third Street, NW, Board Room, in the Town of Pulaski, Virginia.

Voting yes: Mr. McCready, Mr. O'Dell, Mr. Sheffey, Mr. Bopp, Mr. Pratt.
Voting no: none.

Joseph L. Sheffey, Chairman

Peter M. Huber, County Administrator