

SPECIAL BOARD OF SUPERVISORS MEETINGS MARCH 18, 2013

A special meeting was held by the Pulaski County Board of Supervisors beginning at 4:30 p.m. on Monday, March 18, 2013 for the purpose of touring the Snowville Fire Department.

The following Board members met in the parking lot of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski: Joseph L. Sheffey, Chairman; Charles Bopp, Vice-Chairman; and Dean Pratt. Joining the meeting at the Snowville Fire Department were the following Board members: Andy McCready and Ranny O'Dell.

County staff present included: Robert Hiss, Assistant County Administrator; Jared Linkous, County Engineer; and Josh Tolbert, Emergency Management Coordinator.

Following a tour of the Snowville Fire Department, the Board of Supervisors met for a Closed Session beginning at 6:00 p.m. in the Information Technology Conference Room located on Commerce Street in the Town of Pulaski.

Chairman Sheffey called the meeting to order and advised a closed session would need to be held as follows:

A closed session is requested pursuant to Section 2.2-3711.A.1.5.7 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters.

On a motion by Mr. Bopp, seconded by Mr. McCready 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:

- Employee Workplace Violence Prevention

Prospective Industry – Pursuant to Virginia Code Section 2.2-3711(A)5 discussion concerning a prospective business or industry, or the expansion of an existing business and industry, where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community:

- Project Wax

Legal Matters – Pursuant to Virginia Code Section 2.2-3711(A)7 consultation with legal counsels and briefing by staff for discussion of specific legal matters and matters subject to probable litigation regarding:

- Access Road

SPECIAL BOARD OF SUPERVISORS MEETINGS MARCH 18, 2013

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

Voting no: None.

Return to Regular Session

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

Voting yes: Mr. McCready, 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. Bopp, 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 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.

SPECIAL BOARD OF SUPERVISORS MEETINGS MARCH 18, 2013

The Board adjourned its Closed Session to convene a joint meeting of the Pulaski County Board of Supervisors and the Pulaski County School Board, with said meeting being held on Monday, March 18, 2013 at 7:00 p.m. in the Information Technology Training Room located on Commerce Street in the Town of Pulaski, the following Board of Supervisors members were present: Joseph L. Sheffey, Chairman; Charles Bopp, Vice-Chairman; Andy McCready; Ranny O'Dell; and Dean Pratt.

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

School Board members present included Mike Barbour, Chairman; Jeff Bain; Joseph Guthrie; Linda Hill; and Frances Viars.

School Board staff present included: Thomas Brewster, Superintendent of Schools; Heather Freeman, School Board Clerk; Tim Barnes, Director, Information Technology; Greg Brown, Deputy Superintendent; Chris Stafford, School Finance Director; Shirley Perry, Human Resources; and Ron Nichols, Director of Operations, Transportation and Maintenance.

1. Welcome

Chairman Sheffey and School Board Chairman Barbour welcomed those in attendance. Mr. Sheffey and Mr. Barbour expressed appreciation for the opportunity for the two boards to meet jointly.

Chairman Sheffey advised that Delegate Yost had notified County staff of his inability to meet with the Joint Boards at this time due to an unexpected conference call scheduled for the same time as the Joint Board meeting.

2. Action Items

a. Insurance

Robert Hiss provided an update related to the quotes from Delta Dental for both the county and schools, along with a recommendation to continue with the benefit of providing Delta Dental.

Mr. Hiss also described spreadsheets detailing the various medical deductibles and comparisons of such, along with a staff recommendation to contract with Aetna as the County's health care administrator.

SPECIAL BOARD OF SUPERVISORS MEETINGS MARCH 18, 2013

Mr. Hiss advised staff was recommending the Boards authorize entering into official contract negotiations with Aetna, as well as to decide on whether to pursue the blended rates. Mr. Hiss also described the time constraints due to the need to schedule open enrollment for employees in late April and/or early May, 2013.

Board members and staff discussed plans for the County to serve as the insurance plan administrator, variations in premiums for County and School employees, comparability with surrounding schools, and compliance with Affordable Health Care Act.

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board of Supervisors authorized staff proceeding with the execution of all paperwork necessary to retain Aetna as the health care administrator for Pulaski County employees.

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

Voting no: None.

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board approved proceeding with Aetna's blended premium rates.

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

Voting no: None.

On a motion by Mr. Pratt, seconded by Mr. O'Dell and carried, the Board approved remaining with Delta Dental for County employees.

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

Voting no: None.

b. Joint Services Agreements

Dr. Brewster explained in detail suggested revisions to the current Joint Services Agreement, noting the areas suggested with revisions to the agreement were shown with yellow highlights, a copy of which is filed with the records of this meeting.

Dr. Brewster described the recommendations previously submitted by DecideSmart, noting the joint Garage efforts were underway.

Dr. Brewster advised the Joint Services Board's actions to date, including a recommendation that the Joint Services Oversight Board consisting of two representatives of each board, be given the charge of developing specific operational plans for information technology, grounds maintenance and vehicle Garage operations for consideration by both the School Board and Board of Supervisors. Board members discussed the potential for including ad hoc members from the two Towns, and possibly the Industrial Development Authority and Public Service Authority.

Dr. Brewster indicated an agreement needed to be in place to allow for the joint Garage implementation.

Board members provided a general consensus to proceed forward with the development of a draft agreement, with a target date for presenting the draft agreement to the two boards at the October 21, 2013 joint boards meeting.

c. Budget

Mr. Huber provided an update and description of action taken by the Board of Supervisors to advertising for a ten cent real estate tax rate increase, with a public hearing scheduled by the Board at its March 25, 2013 Board meeting. Mr. Huber advised staff planned to provide a recommended rate increase to the Board in preparation for the March 25th Board meeting.

Board members discussed the needs that could be met with a ten cent real estate tax rate increase, the various means of generating revenue (personal property, machinery and tools), and the state's allocations to Pulaski County.

Board members also discussed the middle school needs, the anticipated middle school study from J. D. Price, the need to address deteriorating schools, including Dublin Elementary School, and the ongoing need to provide better education to the students in the community.

Dr. Brewster advised the study by J. D. Price was expected in mid April, noting the study would provide various options to the Board related to middle school improvements/renovations and/or building of a new school.

Dr. Brewster also provided an estimated timeline related to middle school design work and construction.

SPECIAL BOARD OF SUPERVISORS MEETINGS MARCH 18, 2013

Mr. Guthrie indicated a desire to address the need for a wellness center in the community, suggesting a wellness center would provide for a healthier community and also provide an incentive for businesses and individuals to locate in Pulaski County.

Ms. Viars expressed a desire for the Board to provide salary increases for the teachers and for the Boards to include funds in the FY 14 budget for that purpose.

Dr. Brewster described in detail the overall budget presented by the School Board to the Board of Supervisors, a copy of which is filed with the records of this meeting.

Board members discussed the school budget, including funds for insurance, funding of PA systems for the schools, staffing changes within the schools and the 2% salary increase proposed by the state.

Mr. McCready inquired regarding the method for teachers to receive salary increases through "steps" on a salary scale. Mr. Brown provided details regarding recognizing teachers for their years of service. Mr. McCready also described the history of pay increases for teachers, noting teachers had received a 37% pay raise, while County employees had received considerably less over the same period of time.

Ms. Hill advised the School Board had presented a budget consisting of "needs" only.

d. Carry-Over Policy

Mr. Stafford presented policies which would establish a formal and less cumbersome process for utilization of year-end school operating balances.

Board members discussed the current practice of requesting carryover funds. Mr. Stafford recommended adoption of the policies (a copy of which are filed with the records of this meeting), noting adoption of the policies would allow for an "automatic" process in carryover funding. Dr. Brewster clarified the Board of Supervisors would have the option each year to rescind the policy, if desired.

Mr. Sheffey recommended the Board of Supervisors talk with their counterparts in Roanoke County. Ms. Newby described discussions with the Roanoke County finance director in which Roanoke County indicated the school system is provided the flexibility to make decisions regarding carryover funds.

Board members discussed the need to address improvements to the various schools, as well as the need to address other capital improvement projects for the school system.

e. Middle School Walls

Dr. Brewster called on Mr. Nichols to review the issue related to the Dublin and Pulaski Middle school walls and the proposed remediation of the walls.

Mr. Nichols provided a summary of the issues related to the walls at the Dublin and Pulaski middle schools. Mr. Nichols advised OWPR had recommended the fix be addressed through the installation of steel structures to support the walls, at a cost of \$334,000, which included design fees, testing of steel and concrete and 10% contingency.

A motion was made by Mr. Pratt and seconded by Mr. Bopp to approving the full funding of \$334,000, which included 10% contingency.

Mr. McCreedy offered a substitute motion approving \$306,000, removing the \$28,000 contingency. The following roll call vote was taken:

Voting yes: Mr. McCreedy, Mr. O'Dell
Voting no: Mr. Sheffey, Mr. Bopp, Mr. Pratt.

Mr. Sheffey called for a roll call vote on the initial motion by Mr. Pratt and seconded by Mr. Bopp to approve the full funding of the \$334,000, which includes 10% contingency.

Voting yes: Mr. McCreedy, Mr. O'Dell, Mr. Sheffey, Mr. Bopp,
Mr. Pratt.
Voting no: None

f. Reuse of Newbern Elementary

Mr. Hiss provided an update regarding a citizen proposal for the establishment of adult day-care and fall prevention services utilizing the former Newbern Elementary School.

Mr. Hiss described efforts to apply for a Community Development Block Grant for which a public hearing is being held on Monday, March 25, 2013 and for which grant application is due on March 27, 2013.

Mr. Hiss advised the CDBG funds will only fund County owned buildings. Therefore, the County is requesting the School Board provide a letter to the Board of Supervisors indicating the School Board's intent to convey the Newbern Elementary School to the County, which would allow for the grant application to be considered for CDBG funding.

Board members discussed the following: benefits of using the former Newbern Elementary School; potential use of the former Claremont Elementary school as an adult day care facility; and the potential for moving the New River Community Services Board to the former Newbern Elementary School.

Mr. Bain expressed concern over the lack of communication in the past by the County administration to the School Board related to the planned use of the former Newbern Elementary School as an adult day care facility.

Mr. Bain described improvements made to the former Claremont Elementary School to allow for use by Camelot. Mr. Bain also described his personal commitment to the community as to the potential for returning the former Newbern Elementary School to its initial purpose as a school, should the County and School Board consider building a new school in the Newbern community.

Mr. Pratt clarified that County administration staff had provided all information to the former school superintendent relative to consideration to use of the former Newbern Elementary School as an adult day care facility.

Mr. Guthrie discussed the need for an adult day care facility in the community and suggested consideration to the former Claremont Elementary School for such use.

Board members continued discussions including funding needed for renovations, specific renovations needed to both the former elementary schools to allow for an adult day care facility, the timing of the grant application, and the possibility of making application in one year to allow for additional discussions regarding use of former elementary schools.

A motion was made by Mr. Bain and seconded by Ms. Hill authorizing the conveyance of the Newbern Elementary School, along with the necessary acreage immediately surrounding and fronting on Lyons Road, and all acts necessary to accomplish the goals of the grant request, with the balance of the land to be reserved to the School Board for its use and benefit.

The motion passed by a full vote of the School Board.

3. Informational Updates on Current Initiatives

a. Joint Garage

Mr. Linkous distributed plans for the Garage Phase I and II and described the plans as they relate to grading, utilities and the Phase II building. Mr. Linkous also shared the timeline for the County Garage project.

Mr. Barbour expressed concern over the costs associated with the County Garage project, indicating emphasis should be placed on other projects of immediate concern, including school security system and resource offices.

Mr. Huber advised reoccurring operating costs for the Joint Garage would be reduced.

b. Regional Fiber Grant

Mr. Barnes provided an update on the regional fiber project, advising the project is nearing the end of construction. Mr. Barnes advised testing of the fiber was underway.

SPECIAL BOARD OF SUPERVISORS MEETINGS MARCH 18, 2013

4. Other items for Future Discussion

Mr. Huber advised of the following items for future discussion by the Boards with comments noted as appropriate:

- a. Personnel Policy Revisions
- b. Joint Services in Human Resources
- c. Transfer of Leave Accruals
- d. Joint Building Maintenance

5. Next meeting

By consensus, the Board of Supervisors and School Board scheduled its next regular joint meeting for Monday, October 21, 2013 at 6:00 p.m., in the Information Technology Training Room.

6. Adjournment

On a motion by Mr. O'Dell, seconded by Mr. McCready and carried, the Board of Supervisors adjourned its special meeting. The next regular meeting of the Pulaski County Board of Supervisors is scheduled for Monday, March 25, 2013 beginning with a Closed Session at 6:00 p.m. and Regular Session at 7:00 p.m. in the Board Room of the County Administration Building, 143 Third Street, N. W., in the Town of Pulaski.

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