

## BOARD OF SUPERVISORS MEETING MINUTES OF JULY 22, 2013

At a regular meeting of the Pulaski County Board of Supervisors held on Monday, July 22, 2013 beginning with a Closed Session at 6:00 p.m. in the Board Room of the County Administration Building, 143 Third Street in the Town of Pulaski, the following members were present: Joseph L. Sheffey, Chairman; Charles Bopp, Vice-Chairman; Andy McCready; Ranny O'Dell; Dean Pratt; and Tom McCarthy, County Attorney. Staff members present included: Peter Huber, County Administrator; and Shawn Utt, Community Development Director. Diane Newby, Finance Director; and Gena Hanks, Clerk to the Board, joined the regular session at 7:00 p.m.

### 1. Closed Session – 2.2-3711.A.1.3.5.7

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.1.3.5.7 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. O'Dell 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:

- Heron's Landing Development
- County Garage Site

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:

- Red Sun

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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:

- Verizon Billing
- Heron's Landing Ballfield

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. Bopp, seconded by Mr. O'Dell 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. Pratt, seconded by Mr. McCready 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.

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### 2. Welcome, Pledge and Invocation

#### a. Welcome

Chairman Sheffey welcomed those in attendance and called the meeting to order.

#### b. Pledge of Allegiance

Mr. Sheffey called on Charles Bopp who lead the Pledge of Allegiance.

#### c. Invocation & Moment of Silence in Memory of Gaye Whitaker

Mr. Sheffey advised of the recent passing of Gaye Whitaker, a former employee of the County, who worked at the County's Visitor Center. Mr. Sheffey commented on Ms. Whitaker's outstanding service to the County, as well as Ms. Whitaker's welcoming personality. Mr. Sheffey expressed sympathy to Ms. Whitaker's family and advised the Board would be adopting a memorial resolution at the August Board meeting honoring Ms. Whitaker.

The invocation was led by County Attorney Tom McCarthy.

### 3. Recognitions - Featured Employee

Board members recognized Joe Trigg of the Regional Emergency Medical Services, Inc. (REMSI) as the Featured Employee for the month of August. Mr. Sheffey read a bio for Mr. Trigg noting his service to the County over the past twelve years. Mr. McCreedy and Mr. Pratt presented a Fatz gift card to Mr. Trigg on behalf of the Board.

### 4. Additions to Agenda

Mr. Huber advised of the addition of the following agenda items:

- noted the Hiwassee School matter had been added to the Closed Session under acquisition/disposition;
- requested change in agenda format to allow comments on item "9d – Reports from County Administrator and Staff – Update on Charles Smith Inquiry from June Board meeting earlier in the meeting;
- scheduling of social dinner at Tom McCarthy's residence.

### 5. Public Hearings

There were no public hearings scheduled.

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### 6. Presentations and Citizen Comments

Mr. Sheffey explained that this "Citizen Comments" allowed for comments only on those items currently on the agenda.

Mr. Sheffey called for any comments from citizens on matters other than item "9d – Reports from County Administrator and Staff – Update on Charles Smith Inquiry from June Board meeting". There were no citizen comments.

Mr. Sheffey called on Mr. Huber to provide an update on item "9d". Mr. Huber provided details related to a meeting held with Mr. Smith and further described steps that had been taken by County staff to respond to Mr. Smith's concerns. Mr. Huber advised it was his understanding that Mr. Smith and Mr. Hagan intended to appeal the BZA's decision regarding the matter. Mr. Huber also advised that Mr. McCarthy had requested an advisory determination from the Attorney General's office.

Mr. Sheffey opened the floor for citizen comments related to item "9d" on the agenda. The following individuals spoke with comments summarized and noted as follows:

Charles Smith, property owner, expressed appreciation to the Board for reviewing the matter and advised Smith Mountain Lake has had an ordinance in place since 1998. Mr. Smith expressed concern over rentals having as many as 14 people in a house. Mr. McCreedy confirmed Franklin County's ordinance has been in place since 1998 and that Franklin County had not been able to provide information regarding testing of the ordinance in court.

Bob Becker, property owner, described concerns related to his learning of the R1 zoning of his property, as well as the potential for depreciation of his property due to lack of control of property rentals.

Courtney Dunavant, property owner, referenced rental property located beside of her personal property, the resulting increase in property value, the impact of the economic growth for the area and the ideal setting in the mountains for potential renters.

Ashley VanMeter described her personal history in growing up on the river in Draper, as well as the economic impact to the community due to the New River Retreat rental properties. Ms. VanMeter also described the varying experiences shared by guests of the New River Retreat and surrounding community.

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Roy Hawkins, property owner, described the history related to the purchasing of land in Plantation Estates in 1977 and his understanding that the area was designated for residential purposes only. Mr. Hawkins expressed concern that rentals were being allowed and also described incidents involving crime as a result of rentals. Mr. McCready encouraged Mr. Hawkins to review the deed for his property for any potential deed restrictions.

Tom Metcalfe described the history related to the purchase of land in Plantation Estates in 1982, as well as his understanding as to there being no deed restrictions. Mr. Metcalfe expressed concern over the safety of the road, as well as concern over the potential decrease in property values, due to the increased volume of the number of rentals.

Ceretha Powell described her association with the New River Retreat, as office manager, and also complaint procedures and Health Department regulations. Ms. Powell also described the following: changes in the reduction of the number of guests allowed on the rental properties and the history of the complaints received by New River Retreat and noted there were 33 properties available by New River Retreat for rental. Mr. McCready requested a listing of property names and addresses for the properties.

Brad Barnes described his association with the New River Retreat as being an employee of the Retreat and advised the owners of the New River Retreat had worked diligently to address any complaints related to noise issues. Mr. Barnes thanked the Board for their efforts. Mr. McCready inquired if mowing was provided to the various rental properties. Mr. Barnes responded the New River Retreat staff visit properties regularly to monitor maintenance of properties in an effort to insure properties are kept to a high standard.

David Hagan, property owner, described various situations relative to the New River Retreat allowing excessive numbers of guests on properties. Mr. Hagan described his understanding of the R1 zoning, as well as the "Dillon Rule". Mr. Hagan requested the Board enforce the R1 zoning on the lake. Mr. McCready described the "Dillon Rule" in detail, as well as his understanding of Franklin County's regulating of the Dillon Rule.

Mr. McCready advised the Board of Supervisors is awaiting the Attorney General's opinion before making any decisions relative to the R1 zoning regulations and the regulations allowed by State Code.

Mr. Hagan advised of an appeal underway to the Board of Zoning Appeals.

Mr. Sheffey reiterated the Board had requested an opinion from the Attorney General.

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Thom Rutledge, representing Shae Development, described his understanding of the R1 zoning and Dillon Rule and requested the Board enforce the Zoning Ordinance, specifically requesting the Board acknowledge that the New River Retreat is operating as a commercial business.

Bill Gardner, part owner of New River Retreat, described his desire to be a good neighbor, indicating action is taken by the Retreat staff to address any and all complaints, in particular any noise complaints. Mr. Gardner advised the New River Retreat would abide by all governing regulations of the County. Mr. Bopp commended Mr. Gardner for the improvements made to the community. Mr. McCready inquired of Mr. Gardner if there were other folks also doing these types of rentals at Claytor Lake, other than New River Retreat. Mr. Gardner responded there were other similar rentals on Claytor Lake.

Mike Hopper, property owner and President of Swiss Knobs Homeowners Association, described safety concerns relative to a large volume of renters traveling the roads and also described recent profanity used by renters. Mr. Sheffey inquired if the deed restrictions reference rentals. Mr. Hopper responded the deed restrictions do not restrict rentals.

Mr. McCarthy read aloud the letter sent to the Attorney General.

Lisa Noel, property owner, described her prior work history with the Draper Mercantile and also described the increased economic development to the County. Ms. Noel expressed appreciation to Mr. & Mrs. Gardner for their efforts in promoting economic development in the community.

Genie Zunic inquired when properties were purchased, if property owners were asked about intent for use of property.

### Other Citizen Comments

Mr. William Saunders of Clarke Ferry Road described concerns related to property that had been purchased in 2006 and which, at that time, was out of the flood plain, noting however, when the property was surveyed as a result of being for sale, it was discovered the property was 1½ ft. in the flood plain, as result of changes by FEMA.

Mr. Huber described the County's topo mapping process, as well as the county's efforts to request FEMA to enforce the flood plain management and updated mapping. Mr. Saunders was complimentary of the efforts by the owners of the New River Retreat.

Mr. Sheffey expressed appreciation to all citizens for their comments and indicated the Board's intentions to fully investigate the matters related to rentals on Claytor Lake, noting once a response is received from the Attorney General, the Board would be in a position to provide additional information.

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Mr. Huber also reminded citizens of the Board of Zoning Appeals process in place to address the matter.

7. Highway Matters:

a. Follow-up from Previous Board meeting

1. Review of Highway Matters Section of Key Activity Timetable (KAT)

Mr. Clarke advised VDOT staff continued to address potholes throughout the County, as well as brush cutting, as weather permits.

Mr. Clarke advised VDOT staff continued work on the various sign requests by the Board.

b. Request for "Watch for Children" Signage on Parrott River Road

Mr. Sheffey described a request for "Watch for Children" signage on Rt. 600, Parrott River Road.

Mr. Huber requested clarification on the permitting procedures for signage. Mr. Clarke advised the County would need a permit from VDOT, noting a resolution is not required by VDOT. Mr. McCready suggested the Board continue to issue signage requests by resolution.

Parrott River Road – Watch for Children Signage

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board of Supervisors authorized the County Administrator to take all acts necessary to proceed with installation of "Watch for Children" signage on Parrott River Road.

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

Voting no: None.

Mr. McCarthy inquired as to the process for installation of signage related to a hidden driveway. Mr. Clarke responded VDOT only provides permitting for "Watch for Children" signage.

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### c. I-81 Visitors Center Signage

Mr. Huber described damage to the I-81 sign for the Visitors Center and also provided price quotes for the signage and remounting using wood posts or steel beams. Mr. Huber advised the quotes are considered high, resulting in the County working with VDOT regarding ways of getting the sign remounted at less expensive costs than quoted. Mr. Huber advised VDOT requires metal posts on signage after a certain date.

Board members discussed with County and VDOT staff the potential for consolidating existing posts (gas, food, lodging, etc.). Mr. Clarke advised consolidating signage was unlikely due to individual businesses paying for signage.

Mr. McCready suggested proceeding with repairing the Visitors Center signage.

Mr. O'Dell inquired if the County furnished everything, if VDOT would erect the signage. Mr. Clarke advised he would review the request and provide an update at a future meeting.

By consensus, the Board approved combining the Visitor Center and Wilderness Road signage.

### d. Citizen Comments

There were no citizen comments regarding highway matters.

### e. Board of Supervisors Comments

Mr. Pratt described concerns by the trucking company located on Rt. 99 regarding the entrance off Rt. 99 near Block Plant Road with a request for warning lights or a turning lane. Mr. Pratt advised he had inquired if the company would help with the costs associated with changes and anticipates a response in the future. Mr. Pratt also advised of another potential entrance location. Mr. Clarke advised VDOT staff would review the matter and provide an update at a future meeting.

Mr. Pratt advised of overhanging limbs and trees on Lake Ridge Drive and Chestnut Ridge in Shiloh. Mr. Clarke advised VDOT staff would review the matter.

Mr. Pratt advised of numerous potholes on Towes Ferry Road. Mr. Clarke advised VDOT staff would review the matter.

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Mr. McCready provided background related to the current entrance to the trucking company off Rt. 99, specifically noting that while the road is technically in the County, this area was traded to the Town of Pulaski for maintenance, further that the Town did not want the use of the uphill entrance. Mr. McCready suggested revisiting the matter. Mr. Clarke advised VDOT staff would review the matter and provide an update at a future meeting.

Mr. Bopp advised of potholes on roads throughout the Robinson District. Mr. Clarke advised VDOT would review the matter.

Mr. Bopp commended Jamie Radcliffe and the various inmates for brush cutting along Robinson Tract and Brookmont roads.

Mr. Bopp noted the need for mowing on I-81.

Mr. Bopp expressed appreciation for the mowing of the right-of-way on Robinson Tract Road.

Mr. Huber requested Jamie Radcliffe work with Ronnie Nichols to review school bus routes, specifically for any areas where traveling is made difficult due to overhanging branches.

Mr. McCready advised efforts with the Regional Jail had resulted in one additional inmate being allowed to work with Deputy Radcliffe.

Mr. O'Dell requested guardrail on Rt. 678, Owens Road, in Snowville.

Mr. O'Dell expressed concern that the Boy Scouts' property located in the County had sustained heavy damage as a result of the May floods, resulting in chunks of asphalt, ditch needing to be re-cut, water standing in the road and pipe destroyed.

Mr. O'Dell shared pictures of flooding along the roads in Allisonia and suggested consideration to raising of the road approximately four feet.

Mr. McCready requested that VDOT provide an update at a future meeting regarding a previous request by the Board for guardrails at the exit ramp at NRCC. Mr. Clarke advised VDOT staff would review the matter and provide an update at a future meeting.

Mr. McCready inquired regarding the status of a request for guardrail on Rt. 11 in curve (near Mr. Bird's house). Mr. Clarke advised funding can likely be provided; however, no recommendation had been received from VDOT's traffic engineering department. Mr. McCready advised of one fatality in the area in question. Mr. Clarke advised VDOT staff would review the matter and provide an update at a future meeting.

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Mr. McCready advised of receiving a complaint related to the I-81 bridge over Peak Creek, specifically drainage problems (loss of rip rap). Mr. McCready advised it was his understanding the ICA will not repair due to being on the interstate and VDOT also will not provide repairs. Mr. Pratt noted similar citizen complaints related to drainage and also to noise. Mr. Clarke advised VDOT staff would review the matter and provide an update at a future meeting on the drainage issue.

Mr. Sheffey advised of speaking with Anthony Barnes of VDOT regarding problems on Church Street in New River, as well as on Manns Drive. Mr. Sheffey indicated that Mr. Barnes visited the area in question.

Mr. Sheffey advised of needed replacement of Warren Newcomb signage located in Fairlawn, next to the Wilco station. By consensus, the Board requested County staff replace the signage.

Mr. Sheffey commended Deputy Jamie Radcliffe for having inmates to clean out the low-lying bridge in New River, as well as other sections of the Cloyd District.

Mr. Huber advised a chunk of the edge of the pavement on Rt. 643, Cougar Trail Road, (near High School) was missing. Mr. Clarke advised VDOT staff would review the matter.

Mr. Huber relayed an inquiry from Leroy Early regarding the status of a request for guardrail on Mines Road. Mr. Clarke advised it was his recollection that the pavement is sinking on the road and therefore VDOT would need to continue to monitor the area, before any consideration to installation of guardrail. Mr. Clarke advised VDOT would continue to review the matter.

Mr. Sheffey reviewed a listing prepared by Ms. Hanks of Board approved "Watch for Children" signage. Mr. Sheffey requested the Board approve adding two roads to that list, Sifford Road and Pulaski Avenue.

### Sifford Road and Pulaski Avenue – "Watch for Children" Signage

On a motion by Mr. McCready, seconded by Mr. Bopp and carried, the Board of Supervisors authorized the County Administrator to take all acts necessary to proceed with installation of "Watch for Children" signage on Sifford Road and Pulaski Avenue.

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

Voting no: None.

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8. Treasurer's Report

Mr. Sheffey advised Treasurer Melinda Worrell was unable to attend the meeting; however, Ms. Worrell had left the monthly report for the Board's review.

Mr. McCready inquired of Commissioner of Revenue, Trina Rupe of any means in confirming that anyone renting a house is paying the transient occupancy tax. Ms. Rupe advised if names and addresses can be provided of rental houses, efforts could be made to confirm paying taxes.

9. Reports from the County Administrator & Staff:

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board approved the following action on appointments as noted.

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

Voting no: None.

a. Appointments:

- Library Board

The Board appointed Hattie Haulsee to fill the unexpired term of Barbara Derr which will end December 2015.

- Clean Community Council

The Board appointed Fran Streff to the Clean Community Council for a term ending August 30, 2016.

- Total Assistance Against Poverty (TAP) Oversight Board

The Board nominated Danny Wilson to the Total Assistance Against Poverty Oversight Board.

- NRV Planning District Commission

The Board reappointed Doug Warren to the New River Valley Planning District Commission for a term ending June 30, 2016.

- NRV Agency on Aging

The Board reappointed Elaine Powell, primary Board member, and Robert Hiss, (alternate) for a one-year term ending September 30-2014.

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### b. Four-Year Goals

Mr. McCready requested changes, etc. to the following goals: 1.7.1 – changing next step end date to 9-1-2013; consider deleting 1.8.1 at some time and changing date to 9-1-13; deleting of 2.3.4.1; deleting of 2.3.4.2 – Mr. Sheffey inquired regarding feasibility study for 2.3.2. Mr. Huber advised an RFP can be issued for potential use. Mr. McCready shared information from an article related to an employment organization that worked with the Workforce Development in using historical credits and turned an old school into apartments; Mr. Sheffey noted an error under “Next Step” for 4.2.4. Mr. McCready expressed concern that the goal listed under 4.1.2 was not realistic. Mr. Huber suggested next step would be to start construction with a date of 12-11-13; Mr. McCready advised the next step for 4.1.3 would be to complete cost analysis and suggested a date of 9-1-2013; Mr. McCready recommended deleting 5.2.3; Mr. McCready expressed concern over 10.3.1.5, specifically that due to the many projects, it was not realistic for the Board to consider funding the \$400,000 towards the parking lot improvements. Mr. Sheffey requested staff obtain preliminary cost estimates and place an update on the August 26, 2013 agenda. Mr. McCready requested removal of 10.3.3.1; Mr. McCready noted 10.3.3.3 is a duplicate of 10.3.1.5 and should be removed; Mr. McCready inquired as to when review would be conducted for item 10.5.14. Mr. Huber advised review as expected by 9-1-13.

### c. July 4<sup>th</sup> Flood Report

Mr. Huber described a slide presentation which detailed the various levels of recent flooding of the New River at Allisonia flood event, as well as the New River at Radford flood event.

Mr. O’Dell inquired if there were any Federal monies to assist the flooded areas. Mr. Huber advised neither state nor federal disasters had been declared making it difficult to obtain funding.

Mr. Huber advised price quotes had been obtained to assist in debris removal.

### d. Update on Charles Smith Inquiry from June Board meeting

This matter was addressed earlier in the meeting.

### e. Draper Elementary School

On a motion by Mr. Pratt, seconded by Mr. O’Dell and carried, the Board approved the recommended plan of action for the Draper Elementary School as follows:

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1. Demolish the 1950's addition to the school using County resources;
2. Make minimum repairs to the cannery building to prevent further damage by the elements and vandals;
3. Repair the cottage roof so as to secure the building for future community use;
4. Make improvements to the grounds (walking track, playground equipment, re-purpose the basketball court, etc.); and
5. Evaluate the old "gym" building to assure it will avoid further weather damage and be in a condition that will be safe for tours and examination by citizens

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

Voting no: None.

### f. Scheduling of Work Session to Review Refinancing of County Debts

Mr. Huber reported requests for proposals were to be issued to allow for a return of proposals and a report to the Board via the weekly update, with the scheduling of a work session anticipated in September.

### g. Agricultural Buildings Electrical Permitting

Mr. Huber reported staff had researched the applicability of the building code to agricultural buildings, noting that while it has been clear that the construction of the agricultural building itself was exempt from the building code, the code is not clear regarding electrical, plumbing, HVAC and other aspects of construction.

Mr. Huber reported staff recommendation was for Board support of the County's Code Official in allowing the owners of agricultural properties the option of being exempted from all aspects of the building code.

Mr. Sheffey shared concerns by a local farmer as to where this type of construction would be located. Mr. Huber advised the zoning ordinance and related setback requirements would continue to be applicable.

Mr. Pratt questioned if this would apply only to "Agricultural" zones. Mr. Huber advised the building code would pertain to the building permit. Mr. Pratt expressed concern as to how this would apply to the "Red Sun" development. Mr. Huber advised that according to the Code, if it is related to agricultural production, including warehouse, storage or other purposes, it would apply regardless of the zoning district.

Mr. McCready expressed concern over the potential liability posed to the County by providing the property owner the flexibility of having an agricultural building exempt from all aspects of the building code. Ty Kirkner,

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Building Inspector, advised the state is very protective of agricultural purposes and are careful to not over regulate, but provide protection for all parties involved.

Mr. Sheffey inquired as to which party would be responsible for signing the affidavit. Mr. Huber advised the property owners would sign the affidavit, without being restrictive or imposing, but would keep the County from being liable.

On a motion by Mr. McCreedy, seconded by Mr. Bopp and carried, the Board approved providing support of the Building Code Officials' decision to provide the property owner the option of being exempted from all aspects of the building code as described in a "Farm Structure Affidavit" to be signed by the property owner.

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

Voting no: None.

### h. "Day for a Day" Inmate Motivation

Mr. Huber explained a previous request by the Board for consideration of language to be proposed to local legislators to allowing inmates to earn a day off their sentence for each day worked in the field. Mr. Huber advised Judge Harrell, had indicated a willingness to assist in providing language for the proposal, as well as the potential to implement the proposal through sentences handed down as a part of the court process. Mr. Sheffey requested the information be shared with the Montgomery County Administrator.

Staff to also discuss the matter further with Judge Harrell and provide an update in a future weekly update.

### 10. Items of Consent

Mr. McCreedy pulled from the overall vote item j – "Building Code Revisions".

On a motion by Mr. O'Dell, seconded by Mr. Pratt and carried, the Board approved the following items of consent, except for item "j – Building Code Revisions", which will be reviewed and voted on as a separate item, if appropriate.

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

Voting no: None.

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a. Approval of Minutes of June 17 & 24, 2013 meetings

The Board approved the minutes of the June 17 & 24, 2013 Board of Supervisors meetings.

b. Accounts Payable

The Board approved accounts payable for checks numbered 2033601 through 2034268, subject to audit.

c. Interoffice Transfers and Budget Adjustments

The Board approved the interoffice transfers #1 totaling \$35,277.93 and budget adjustments as follows:

GENERAL FUND #22

| Account Number       | Account Title                                | Amount Increase (Decrease) |
|----------------------|--|----------------------------|
| <b>REVENUES:</b>     |  |                            |
| 100-011010-0101      | Current Real Estate Property Taxes           | \$ 513,900.00              |
| 100-011030-0101      | Personal Property Taxes                      | 565,872.00                 |
| 100-011040-0101      | Machinery & Tools Taxes                      | 171,252.00                 |
| 100-016030-1000      | Commonwealth Attorney Seized Assets          | 9,961.00                   |
| 100-014010-0200      | Court Fines Town of Pulaski                  | 38,000.00                  |
| 100-014010-0300      | Court Fines Town of Dublin                   | 8,800.00                   |
| 100-018990-7600      | Reimbursements FOCL                          | 35,000.00                  |
| 100-023080-0100      | Clerk of Circuit Court TTF Funds             | 26,262.00                  |
| 100-033010-2015      | VDEM 2011 Regional Information Sharing Grant | 1,978.00                   |
|                      |  |                            |
|                      | TOTAL  | \$1,371,025.00             |
| <b>EXPENDITURES:</b> |  |                            |
| 100-011010-3600      | Board of Supervisors Advertising             | \$ 32,000.00               |
| 100-011010-2850      | Employee Recognition                         | 6,200.00                   |
| 100-011010-3130      | Management Consulting Services               | 9,900.00                   |
| 100-011010-3140      | Engineering & Architectural Services         | 4,300.00                   |
| 100-011010-3150      | Legal Fees                                   | 5,500.00                   |
| 100-011010-3170      | Other Professional Services                  | 4,476.00                   |
| 100-011010-5540      | Travel & Training                            | 3,200.00                   |
| 100-011010-5850      | Other Miscellaneous                          | 5,200.00                   |

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|                 |  |              |
|-----------------|--|--------------|
| 100-012110-4700 | County Administrator Central Copying                 | 9,200.00     |
| 100-012110-5230 | Telecommunications                                   | 800.00       |
| 100-012110-5810 | Dues & Association Memberships                       | 816.00       |
| 100-012110-6001 | Office Supplies                                      | 650.00       |
| 100-012120-2820 | Assistant County Administrator Tuition and Education | 5,850.00     |
| 100-012220-3115 | Personnel Employee Wellness                          | 10,000.00    |
| 100-012260-1110 | Management Services Salaries                         | 10,325.00    |
| 100-012260-8101 | Machinery & Equipment                                | 3,295.00     |
| 100-012460-3170 | Grants Writer Professional Services                  | \$ 17,000.00 |
| 100-013100-3320 | Electoral Board Maintenance Service Contracts        | 3,427.00     |
| 100-013100-3500 | Printing & Binding                                   | 3,400.00     |
| 100-013200-3500 | Registrar Printing & Binding                         | 730.00       |
| 100-013200-5210 | Postage  | 876.00       |
| 100-021100-2300 | Circuit Court Health & Dental Insurance              | 10,930.00    |
| 100-021600-8301 | Circuit Court TTF Funds                              | 26,262.00    |
| 100-031200-4601 | Sheriff Central Garage Labor                         | 19,600.00    |
| 100-031200-5230 | Telecommunications                                   | 13,100.00    |
| 100-031200-6010 | Police Supplies                                      | 5,800.00     |
| 100-031200-6011 | Uniforms   | 8,600.00     |
| 100-031400-5230 | E911 Telecommunications                              | 21,500.00    |
| 100-032200-4601 | Draper Volunteer Fire Dept Central Garage Labor      | 1,350.00     |
| 100-032200-4602 | Central Garage Parts                                 | 950.00       |
| 100-032200-5312 | Volunteer Accident Insurance                         | 611.00       |
| 100-032210-5312 | Dublin Fire Department Volunteer Accident Insurance  | 591.00       |
| 100-032210-4602 | Central Garage Parts                                 | 3,000.00     |
| 100-032220-4601 | Fairlawn Fire Dept Central Garage Labor              | 4,800.00     |
| 100-032220-5312 | Volunteer Accident Insurance                         | 891.00       |
| 100-032240-4601 | Newbern Fire Dept Central Garage Labor               | 6,100.00     |
| 100-032240-5312 | Volunteer Accident Insurance                         | 461.00       |
| 100-032270-2870 | Volunteer Fire Departments Decal Reimbursements      | 25.00        |
| 100-034410-2300 | Code Enforcement Health & Dental Insurance           | 2,000.00     |
| 100-034410-5230 | Telecommunications                                   | 560.00       |
| 100-034410-8101 | Machinery & Equipment                                | 300.00       |
| 100-035100-1347 | Animal Control Part Time Salaries                    | 6,000.00     |
| 100-035100-2100 | FICA   | 2,000.00     |
| 100-035100-2300 | Health & Dental Insurance                            | 4,000.00     |
| 100-035100-2310 | HRA/HAS  | 1,248.00     |
| 100-035100-3100 | Contracted Professional Services                     | 2,100.00     |
| 100-035100-5110 | Electrical Services                                  | 2,000.00     |
| 100-035100-6002 | Food & Food Supplies                                 | 2,450.00     |
| 100-035100-6005 | Janitorial Supplies                                  | 2,800.00     |
| 100-035100-8101 | Machinery & Equipment                                | 2,650.00     |
| 100-035300-3110 | Medical Examiner                                     | 1,000.00     |
| 100-035500-1310 | Emergency Management Part Time Salaries              | 3,500.00     |

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|                 |   |           |
|-----------------|---|-----------|
| 100-035500-3170 | Other Professional Services                             | 1,000.00  |
| 100-035500-4601 | Central Garage Labor                                    | 4,500.00  |
| 100-035500-4602 | Central Garage Parts                                    | 1,900.00  |
| 100-035500-6002 | Food & Food Supplies                                    | 370.00    |
| 100-035500-6007 | Repair & Maintenance Supplies                           | 950.00    |
| 100-035500-6014 | Other Operating Supplies                                | 850.00    |
| 100-035540-8103 | Citizens Alerting System Grant Communications Equipment | 300.00    |
| 100-035560-8103 | 2011 VDEM Information Sharing Grant                     | 1,916.00  |
| 100-042400-3320 | Landfill Maintenance Service Contract                   | 3,700.00  |
| 100-042400-5110 | Electrical Services                                     | 600.00    |
| 100-042400-5130 | Water & Sewer Services                                  | 34,000.00 |
| 100-043200-1170 | General Properties Full Time Salaries                   | 20,000.00 |
| 100-043200-1391 | Part-Time Salaries                                      | 33,000.00 |
| 100-043200-2100 | FICA  | 5,000.00  |
| 100-043200-2300 | Health & Dental Insurance                               | 3,200.00  |
| 100-043200-2700 | Workers Compensation                                    | 1,900.00  |
| 100-043200-3170 | Contracted Professional Services                        | 4,400.00  |
| 100-043200-3310 | Repair & Maintenance Services                           | 1,900.00  |
| 100-043200-3320 | Maintenance Service Contracts                           | 3,000.00  |
| 100-043200-4601 | Central Garage Labor                                    | 2,000.00  |
| 100-043200-4603 | Central Garage Fuel                                     | 1,900.00  |
| 100-043200-5140 | Refuse Collection Services                              | 1,800.00  |
| 100-043200-5302 | Property & Fire Insurance                               | 3,985.00  |
| 100-043200-5303 | Flood Insurance   | 1,402.00  |
| 100-043200-5304 | Other Property Insurance                                | 1,300.00  |
| 100-043250-1391 | General Properties Grounds Part-Time Salaries           | 1,200.00  |
| 100-053510-3170 | VJCCCA Contracted Professional Services                 | 1,715.00  |
| 100-053510-5230 | Telecommunications                                      | 700.00    |
| 100-053510-6001 | Office Supplies   | 425.00    |
| 100-053700-5699 | Beans & Rice Operating Expenses                         | 3,300.00  |
| 100-071110-3210 | Recreation Rec Officials                                | 13,000.00 |
| 100-071110-8130 | Recreation Equipment                                    | 8,500.00  |
| 100-071320-5120 | Randolph Park Heating Services                          | 11,000.00 |
| 100-071350-5110 | County Parks Electrical Services                        | 500.00    |
| 100-071360-1382 | FOCL Part-Time Salaries                                 | 35,000.00 |
| 100-071380-3170 | County Celebrations                                     | 500.00    |
| 100-071390-5699 | Claytor Lake Aquatic Restoration                        | 2,000.00  |
| 100-072700-5850 | Jamestown Items Sales Tax                               | 50.00     |
| 100-081200-4602 | Community Development Central Garage Parts              | 1,300.00  |
| 100-081230-1350 | Visitors Center Part-Time Salaries                      | 18,000.00 |
| 100-081500-3170 | Economic Development Professional Services              | 10,400.00 |
| 100-081500-5250 | Travel Fares  | 1,200.00  |
| 100-081500-5540 | Travel Convention & Education                           | 1,600.00  |

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|                 |   |               |
|-----------------|---|---------------|
| 100-081630-5699 | I-81 Corridor Coalition                         | 5,000.00      |
| 100-091100-5850 | Charge Back Prior Year Checks                   | 2,600.00      |
| 100-092100-5861 | Treasurer's Interest Tax Overpayment            | 400.00        |
| 100-092110-5850 | Other/Miscellaneous Expenses                    | 99,800.00     |
| 100-092110-5851 | Refunds/Town of Pulaski Local Fines             | 38,000.00     |
| 100-092110-5852 | Refunds/Town of Dublin Local Fines              | 8,800.00      |
| 100-092500-1139 | Natural Disaster Cleanup Salaries               | 9,000.00      |
| 100-092500-2100 | FICA  | 5,000.00      |
| 100-094000-1000 | Purchase of Land                                | 36.00         |
| 100-093000-9206 | Transfer to Capital Improvements Fund           | 27,689.00     |
| 100-093000-9205 | Transfer to School Capital Improvements Fund    | 315,622.00    |
| 100-093000-9210 | Transfer to School Debt Fund                    | 2,600.00      |
| 100-093000-9204 | Transfer to Internal Service Fund               | 181,015.00    |
| 100-093000-9205 | Transfer to School Capital Improvements Fund    | 105,215.00    |
| 100-042600-1339 | Clean Community Council Part Time Salaries      | 3,800.00      |
| 100-042600-4603 | County Garage Fuel                              | 2,400.00      |
| 100-042600-5310 | Work Release Liability                          | 2,400.00      |
| 100-042600-5850 | Other Miscellaneous                             | 1,200.00      |
| 100-031410-3320 | Wireless 911 PSAP Maintenance Service Contracts | 10,900.00     |
| 100-022100-6017 | Commonwealth Attorney Seized Assets Funds       | 9,961.00      |
|                 |   |               |
|                 |   | \$ 831,438.00 |

HIGHWAY MAINTENANCE FUND #1

| Account Number       | Account Title  | Amount Increase<br>(Decrease) |
|----------------------|--|-------------------------------|
| <b>REVENUES:</b>     |  |                               |
| 203-019010-3000      | Payments from Other Entities                           | \$ 816,000.00                 |
| 203-024040-5810      | VDOT Funding NRCC Entrance                             | 58,200.00                     |
|                      |  | \$ 874,200.00                 |
| <b>EXPENDITURES:</b> |  |                               |
| 203-041200-3140      | Highways, Streets Engineering & Architectural Services | \$ 874,200.00                 |
|                      |  |                               |
|                      | <b>TOTAL</b>   | \$ 874,200.00                 |

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| TORNADO RELIEF FUND #1 |   |                               |
|------------------------|---|-------------------------------|
| Account Number         | Account Title                                 | Amount Increase<br>(Decrease) |
| <b>REVENUES:</b>       |   |                               |
| 215-018030-0500        | Tornado Relief Fund Donations                 | \$ 36,636.00                  |
| 215-019010-7100        | Town of Pulaski Tornado Grant Recovered Costs | 39,780.00                     |
|                        |   | \$ 76,416.00                  |
| <b>EXPENDITURES:</b>   |   |                               |
| 215-092500-6007        | Natural Disaster Cleanup Materials & Supplies | \$ 36,636.00                  |
| 215-092504-3170        | Town of Pulaski CDBG Tornado Grant Expenses   | 39,780.00                     |
|                        | <b>TOTAL</b>                                  | \$ 76,416.00                  |

| CAPITAL IMPROVEMENTS FUND #10 |                                   |                               |
|-------------------------------|-----------------------------------|-------------------------------|
| Account Number                | Account Title                     | Amount Increase<br>(Decrease) |
| <b>REVENUES:</b>              |                                   |                               |
| 302-041050-1000               | Transfer from General Fund        | \$ 10,000.00                  |
| 302-041050-1000               | Transfer from General Fund        | 27,689.00                     |
|                               |                                   | \$ 37,689.00                  |
| <b>EXPENDITURES:</b>          |                                   |                               |
| 302-071350-8116               | County Parks Dehaven Seawall      | \$ 10,000.00                  |
| 302-032270-8120               | Fire Department Pagers            | 4,415.00                      |
| 302-035100-8107               | Animal Control Computer Equipment | 34.00                         |
| 302-071110-8240               | County Recreation Wellness Center | 9,000.00                      |
| 302-071400-5699-001           | NRV Fairgrounds Small Projects    | 5,840.00                      |
| 302-081400-3800               | Zoning Comprehensive Plan Update  | 8,400.00                      |
|                               | <b>TOTAL</b>                      | \$ 37,689.00                  |

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| SCHOOL DEBT FUND #1  |                                   |                               |
|----------------------|-----------------------------------|-------------------------------|
| Account Number       | Account Title                     | Amount Increase<br>(Decrease) |
| <b>REVENUES:</b>     |                                   |                               |
| 405-041050-1000      | Transfer from General Fund        | \$ 2,600.00                   |
|                      |                                   | \$ 2,600.00                   |
| <b>EXPENDITURES:</b> |                                   |                               |
| 405-095100-9208      | Riverlawn Elementary Debt Service | \$ 2,600.00                   |
|                      | TOTAL                             | \$ 2,600.00                   |

| SCHOOL CAPITAL IMPROVEMENTS FUND #3 |                            |                               |
|-------------------------------------|----------------------------|-------------------------------|
| Account Number                      | Account Title              | Amount Increase<br>(Decrease) |
| <b>REVENUES:</b>                    |                            |                               |
| 301-041050-0100                     | Transfer from General Fund | \$ 105,215.00                 |
|                                     |                            | \$ 105,215.00                 |
| <b>EXPENDITURES:</b>                |                            |                               |
| 301-066010-8120                     | DMS & PMS Renovations      | \$ 105,214.00                 |
| 301-092110-5850                     | Miscellaneous Expenses     | 1.00                          |
|                                     | TOTAL                      | \$ 105,215.00                 |

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| WIRELESS FUND #2     |  |                               |
|----------------------|--|-------------------------------|
| Account Number       | Account Title                              | Amount Increase<br>(Decrease) |
| <u>REVENUES:</u>     |  |                               |
| 530-041999-0000      | Use of Fund Balance                        | \$ 40.00                      |
|                      |  | \$ 40.00                      |
| <u>EXPENDITURES:</u> |  |                               |
| 530-081800-5410      | Wireless Authority Lease/Rent of Equipment | \$ 40.00                      |
|                      | TOTAL                                      | \$ 40.00                      |

d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc.

1. Grant Award & Statement of Grant Award Special Conditions for Officer Communications Equipment

The Board ratified acceptance of funds to be used to purchase 40 new handheld radios for the Sheriff's Office, along with ten new in-vehicle radios.

2. Grant Award & Statement of Grant Award Special Conditions for the School Resource Officer Program

The Board accepted a grant award to be used for the school resource officer program.

3. Grant Award & Statement of Grant Award Special Conditions for Victim Witness Program

The Board accepted a grant award for the Victim Witness Program.

4. CodeRed Notification System

The Board ratified approval of the CodeRed Notification Service Agreement, a copy of which is filed with the records of this meeting.

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5. Storm Water Management Grant Request

The Board ratified approval of a letter of support for the New River Valley Planning District Commission's grant application for Phase II funding for storm water management program delivery.

e. Personnel Changes

The Board reviewed recent personnel changes.

f. Authorization to Prepare and Advertise Request for Proposals Upgrade of County Website

The Board authorized soliciting of proposals for contracting with area firms for the development of a system in which department heads can revise content on a regular basis.

g. Amendment to Personnel Policy

The Board approved amending the County's Personnel Policy to allow for payout of up to 40-hours per month of comp time for exempt employees having to work additional hours in order to cover for prolonged absence (over a month) of others due to turnover or sickness, with employees stepping up to an increased level of responsibility to be compensated based on the higher level of overall pay during the extended absence.

h. Modification to Filing Date for Annual Debris Management Reports

The Board concurred with American Electric Power (AEP) to permanently modify the date for filing the annual debris management reports for the Claytor Lake Hydroelectric Project from January 30 to June 30 of each year.

i. GIS Coordinator Agreement with Giles County

The Board approved terms for sharing of GIS Coordinator with Giles County, with terms to be converted to a legal agreement for official adoption by the Giles County and Pulaski County boards. Staff was directed to arrange with the County Attorney the converting of terms to a legal agreement, with approval of said agreement to be placed on a future Board agenda.

j. Building Code Revisions

Mr. McCready expressed concern over the State's adoption of revisions to the International Building Code, particularly how the revisions will affect a resident's ability to afford the building of a new home.

## BOARD OF SUPERVISORS MEETING MINUTES OF JULY 22, 2013

On a motion by Mr. McCreedy, seconded by Mr. O'Dell and carried, the Board approved sending legislators letters expressing concern regarding revisions, if said revisions are passed by the State.

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

Voting no: None.

### 11. Citizen Comments

#### ➤ Pulaski Proud Initiative

Mr. Mike Wade, representing the New River Valley Community Services Board and Commission on Children and Family, shared a video related to the "Pulaski Proud Initiative", which was described as a campaign that focuses on a "standard of excellence" in the community and encourages citizens to take pride in the County.

#### ➤ Other Matters

Ms. Andrea Jarrells, a substitute teacher for Pulaski County schools, reminded the Board of concerns expressed by her at the June 2013 Board of Supervisors meeting regarding the immediate need to address the middle schools building deterioration issue. Mr. Sheffey advised that discussions had been held with Dr. Brewster following the June Board meeting at which Dr. Brewster advised School Board staff plans to make recommendations to the School Board at an upcoming meeting regarding the school issues.

Mr. McCreedy described the Board of Supervisors efforts during the FY 14 budget process to review "Goals" by the Board, with addressing the school issues being at the top of that list.

Ms. Jarrells inquired of any emergency plans in place to address issues relative to the school buildings deteriorating. Mr. McCreedy advised that while he was not familiar with the specific emergency plans put in place by the School Board, that the County's Emergency Management Coordinator was trained in addressing emergency issues related to protecting the public, including the students.

Mr. Sheffey described the history of the Board of Supervisors and School Board in working on the middle school gym issues and the coming together of the two boards to take care of the immediate needs. Mr. Sheffey also advised the building of new schools and/or consolidating of two schools will take a lot of time and money and will require numerous discussions between the two boards in the future.

## BOARD OF SUPERVISORS MEETING MINUTES OF JULY 22, 2013

Mr. McCready also spoke to the "design parameters" provided to the engineers (OWPR) and the question will be what County residents will be able to afford. Mr. McCready advised the Board of Supervisors had demonstrated a desire to find the best possible solution for the citizens of the County in as a cost effective manner as possible and continuing to meet the needs of the citizens.

### 12. Other Matters from Supervisors

Mr. Sheffey reminded the Board of the Congressman Griffith breakfast to be held on August 6, 2013 and notified the press in attendance of the potential for there to be three or more Board members present at that breakfast.

By consensus, the Board scheduled a Board gathering at County Attorney Tom McCarthy's house for Thursday, August 29<sup>th</sup> at 6:00 p.m. and further invited the press to that gathering.

Mr. Sheffey reminded the Board of Supervisors of the Elected Officials' Picnic to be held on Sunday, August 25<sup>th</sup> at 4:00 p.m. at Randolph Park, with the Mariners game to follow at Calfee Park. Mr. Sheffey extended an invitation for the press to attend those events.

### 13. Adjournment

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board of Supervisors adjourned its regular meeting. The next regular Board of Supervisors meeting is scheduled for Monday, August 26, 2013 beginning with a Closed Session at 6:00 p.m. and the regular meeting at 7:00 p.m. with said meeting also being held in the County Administration Building.

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

Voting no: None.

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Joseph L. Sheffey, Chairman

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Peter M. Huber, County Administrator