

## BOARD OF SUPERVISORS MEETING MINUTES OF FEBRUARY 17, 2014

At a special meeting of the Pulaski County Board of Supervisors held on Monday, February 17, 2014 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; Diane Newby, Finance Director; and Gena Hanks, Clerk to the Board of Supervisors.

1. Welcome and Call to Order

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 budget work session, as well as several other matters including a Closed Session to discuss a personnel matter.

2. FY 15 Budget Considerations:

a. Follow-up to Board Questions

Ms. Newby and Mr. Huber provided detailed responses to questions posed by the Board at the previous work session which were related to the budget. A written copy of the responses entitled "Budget Request Highlights" is filed with the records of this meeting.

Ms. Newby also presented a spreadsheet detailing the Internal Service Fund Revenues and Expenses.

Mr. McCready relayed expressions of appreciation received from deputies who had received side arms as a result of grant funds from the State.

b. Review of Administrative Costs

Mr. Huber advised he continued to review the departmental budget requests and would have more accurate figures for the March 3, 2014 budget work session.

c. Remaining Unknown Budget Factors

Mr. Huber advised that due to the uncertainty of the funding anticipated from the State, staff would continue to work through the overall budget process. Mr. Huber advised of plans to attend a Local Government Managers meeting and would have a better understanding of plans by other localities related to budget matters.

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Board members discussed the following: the potential for more money to be provided for public education through the House and Senate; the Affordable Health Care Act; and previous and potential pay increases for school and County employees.

d. Capital Improvements Plan

Mr. Hiss advised the County's Leadership Team would be meeting on Tuesday, February 18<sup>th</sup> to review the overall Capital Improvements Plan (CIP) and would provide a listing of recommended "top priorities" for Board review.

Mr. Hiss discussed with the Board a staff recommendation for consideration by the Board in using "reserves" for the costs associated with the renovations of the County Administration Building to house the School Board offices.

Board members and staff reviewed the draft CIP and discussed several areas of concerns, particularly the need to address building maintenance issues, including improvements, renovations, replacements, etc. where costs are less than \$25,000.

Mr. McCready expressed concern over where the estimates costs were obtained for the Pulaski County High School Career Technical Education Center roof replacement. Staff was requested to follow-up on this matter to determine how the estimates were obtained.

3. Other Matters

There were no other matters discussed. Board members were reminded of the training on the new BoardDocs software to be held on Thursday, February 20, 2014 at 6:00 p.m. in the IT Training Room located on Commerce Street in the Town of Pulaski.

4. Closed Session – 2.2-3711.A.1 – Personnel Matters

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 of the 1950 Code of Virginia, as amended, to discuss personnel 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:

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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:

- Shared Employee

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

Voting no: None.

Return to Regular Session

On a motion by McCready, seconded by 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 McCready, seconded by Pratt 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.

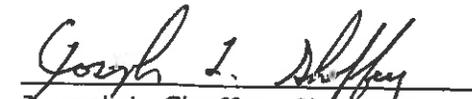
4. Adjournment

On a motion by Mr. Bopp, seconded by Mr. O'Dell and carried, the Board adjourned its special meeting. The Board of Supervisors will meet at 6:00 p.m. on Thursday, February 20, 2014 at the IT Training Room located on Commerce Street in the Town of Pulaski for the purpose of attending a BoardDocs training session. The next regularly scheduled Board meeting will be held on Monday, February 24, 2014 beginning with a Closed Session at 5:30 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. McCreedy, Mr. O'Dell, Mr. Sheffey, Mr. Bopp, Mr. Pratt.

Voting no: None.

  
Peter M. Huber, County Administrator

  
Joseph L. Sheffey, Chairman