

BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

At a regular meeting of the Pulaski County Board of Supervisors held on Monday, August 25, 2014 beginning with a Closed Session at 5:30 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; and Dean Pratt. Staff members present included: Peter Huber, County Administrator; Anthony Akers, Interim Assistant County Administrator; and Danny Wilson, Acting Community Development Director. 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
- County Administrator Evaluation
- Local Fire Marshal Designation
- Staff Organization
- Assistant County Administrator

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:

- None

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:

- None

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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:

- Noise Control Ordinance

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. 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. McCready, seconded by Mr. Bopp 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.

2. Welcome, Pledge and Invocation

A. Welcome

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

B. Pledge of Allegiance

Supervisor O'Dell led the Pledge of Allegiance.

C. Invocation

The invocation was led by Reverend Dave Hoover, Pulaski Christian Church.

3. Presentations and Recognitions:

A. VACo 2014 Achievement Awards Program

Mr. Jim Campbell, VACo Executive Director, presented the County with the 2014 Achievement Award from VACo and described the criteria for award recipients. Mr. Campbell summarized Pulaski County's application and expressed appreciation to the County's Emergency Management Coordinator for submittal of a successful application.

Mr. Sheffey described his and Mr. Dean's attendance at a recent VACo Summit and also described the purpose of the Summit. Mr. Sheffey presented Mr. Campbell with a County golf shirt and County lapel pin and thanked Mr. Campbell for taking time to visit the County.

Mr. Huber read a letter from Senator Mark Warner in which Senator Warner congratulated Pulaski County on the VACo award.

B. Featured Department

Mr. Huber advised the Featured Department for the month of September was the office of Emergency Management. Josh Tolbert, Emergency Management Coordinator, described a PowerPoint which detailed the services provided by Pulaski County's Emergency Management department.

Board members expressed appreciation to Mr. Tolbert for the leadership provided in coordinating emergency services in the County. Board members also congratulated Mr. Tolbert on the VACo award, as well as spoke regarding the tornado events in 2011 and the follow-up efforts by Mr.

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Tolbert and the many other individuals involved in that effort.

C. FY 2013 Audit Presentation

Deanna Cox, Robinson, Farmer, Cox Associates, described in detail the FY 2013 County audit. Ms. Cox advised there was no written comments or significant deficiencies and commended the Board on the recent refinancing of County debts. Board members thanked Ms. Cox for the presentation and the Board formally accepted the FY 2013 audit as presented as follows:

On a motion by Mr. Pratt, seconded by Mr. McCreedy and carried, the Board accepted the FY 2013 audit as presented by Deanna Cox of Robinson, Farmer, Cox Associates.

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

4. Additions to Agenda

Mr. Huber advised of the addition of an item under "Items of Consent" as follows: "Resolution Requesting General Assembly Support for Cigarette Tax" in which the School Board is requesting the Board of Supervisors seek support by the County's legislators to implementing a cigarette tax that would provide funds to be designated for the County's school construction and improvement needs.

Mr. Huber described the protocol for speakers during the public hearings and Citizen Comments sections on the agenda and also described the "time keeping" clock.

5. Public Hearings

A. Rezoning Petition – Morris Property

Mr. Wilson advised the request was to rezone to Agricultural (A-1) from Residential (R-2) in order to continue using the property as it has been used for decades. Mr. Wilson described the following staff analysis and advised the Planning Commission recommended unanimous approval following a public hearing held on August 12, 2004.

*The Zoning Ordinance specifies that the Intent of the Agricultural District is as follows:*

*This district is designed to accommodate farming, forestry, and recreational and limited residential uses. While it is recognized that certain desirable rural areas may logically be expected to develop residentially, it is the intent, however, to discourage the random scattering of residential, commercial or industrial uses in this district.*

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*The proposed rezoning meets the Intent of the A-1 District, as the property is currently being used for farming operations and limited residential uses. Currently, the property is zoned R-2, which does not allow farming or agricultural uses, so the property is being used for a legal, non-conforming use.*

*The subject property is located in an area that is dominated by agriculture with some limited scattered housing. Rezoning the subject property will help bring the property into conformance with the Zoning Ordinance, while maintaining the integrity of the surrounding area. Due to the rural nature of this part of the County, utility availability, and physical site conditions, staff believes that utilizing the property for agricultural purposes with some limited residential development is the most appropriate and feasible use.*

*The Future Land Use Map depicts the subject property as Planned Unit Development. This rezoning request is accompanied by a request to modify the Future Land Use Map and change the property designation to Agricultural. Staff does not foresee any issues with modifying the Future Land Use Map for the subject property.*

Mr. Sheffey opened the public hearing. There were no citizen comments and the hearing was closed.

On a motion by Mr. McCreedy, seconded by Mr. O'Dell and carried, the Board approved a request to rezone said property to Agricultural (A-1) from Residential (R-2), as recommended by the Planning Commission.

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

**B. Future Land Use Map Amendment – Morris Property**

Mr. Wilson advised the request was to modify the Future Land Use Map and change the property designation to Agricultural. Mr. Wilson described the staff analysis included in item 5a in detail and advised the Planning Commission recommended unanimous approval following a public hearing held on August 12, 2014.

Mr. Sheffey opened the public hearing. There were no citizen comments and the hearing was closed.

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board approved a request to modify the Future Lane Use Map and change the James Morris property designation to Agricultural, as recommended by the Planning Commission.

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

C. Rezoning Petition – Staples & Metz Properties

Mr. Wilson advised the request was to rezone to Agricultural (A-1) from Residential (R-2) in order to continue using the property as it has been used for decades. Mr. Wilson described the following staff analysis in detail and advised the Planning Commission recommended unanimous approval following a public hearing held on August 12, 2014.

The Zoning Ordinance specifies that the Intent of the Agricultural District is as follows:

*This district is designed to accommodate farming, forestry, and recreational and limited residential uses. While it is recognized that certain desirable rural areas may logically be expected to develop residentially, it is the intent, however, to discourage the random scattering of residential, commercial or industrial uses in this district.*

*The proposed rezoning meets the Intent of the A-1 District, as the property is currently being used for farming operations and limited residential uses. Currently, the property is zoned R-2, which does not allow farming or agricultural uses, so the property is being used for a legal, non-conforming use.*

*The subject property is located in an area that is dominated by agriculture with some limited scattered housing. Rezoning the subject property will help bring the property into conformance with the Zoning Ordinance, while maintaining the integrity of the surrounding area. Due to the rural nature of this part of the County, utility availability, and physical site conditions, staff believes that utilizing the property for agricultural purposes with some limited residential development is the most appropriate and feasible use.*

*The Future Land Use Map depicts the subject property as Planned Unit Development. This rezoning request is accompanied by a request to modify the Future Land Use Map and change the property designation to Agricultural. Staff does not foresee any issues with modifying the Future Land Use Map for the subject property.*

Mr. McCready suggested consideration to conducting a public hearing to allow for a "mass" change to correct the Zoning Map for other properties with similar zoning issues. Mr. Wilson advised many residents are unfamiliar with the current zoning designations, as many residents have commented as such to County staff, so there may be quite a few property owners who would wish to have their zoning designation changed.

Mr. Sheffey opened the public hearing. There were no citizen comments and the hearing was closed.

On a motion by Mr. O'Dell, seconded by Mr. Pratt and carried, the Board approved a request to rezone the Darlene Staples & Carol Staples Metz property to Agricultural (A1) as recommended by the Planning Commission.

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

D. Future Land Use Map Amendment – Staples and Metz Properties

Mr. Wilson advised the request was to modify the Future Land Use Map and change the property designation to Agricultural. Mr. Wilson described the staff analysis in 5c in detail and advised the Planning Commission recommended unanimous approval following a public hearing held on August 12, 2014.

Mr. Sheffey opened the public hearing. There were no citizen comments and the hearing was closed.

On a motion by Mr. Bopp, seconded by Mr. O'Dell and carried, the Board approved a request to amend the Future Lane Use Map and change the property designation to Agricultural for the Darlene Staples & Carol Staples Metz property, as recommended by the Planning Commission.

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

E. Zoning Ordinance Text Amendment – Accessory Structure Setbacks

Mr. Wilson advised the request was to amend the Zoning Ordinance to remove setback requirements for accessory structures that are 256 square feet or less.

Mr. Wilson also read an email from Ronnie Coake, County citizen, in which Mr. Coake described his opposition to the proposed amendments.

Mr. Wilson described the following staff analysis and advised the Planning Commission recommended unanimous approval following a public hearing held on August 12, 2014:

*The elimination of setbacks for accessory structures 256 square feet and less would allow some additional flexibility for homeowners who have unusual shaped lots or lots that have very limited buildable area, as well as align standards regulating accessory structures. Currently, the Zoning*

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*Ordinance has a minimum side and rear setback of 10 feet for all accessory structures, regardless of size. Also, front setbacks for accessory structures must meet those identified for the principal structure. This means that an 8'x10' shed would need be to set at least 10 feet from a side and rear property line.*

*The Building Code exempts any accessory building 256 square feet or less from needing a building permit, as long as the structure is not used as habitable space. The only requirements for accessory structures of this size/ type are that they must be tied down to help reduce risk of uplift during a wind event. Eliminating setbacks for these accessory structures would align the Building Code with Zoning Ordinance provisions in providing greater flexibility for property owners.*

*County staff has met with several property owners over the past year who do not have room on their property for a small accessory structure due to site limitations, such as septic location, lot shape, house location, and topography. In general, the purpose of building setbacks is to reduce overcrowding of lots, provide access around structures, reduce fire risk, and lessen the appearance of congested development. Due to the County's development pattern and the size of lots, it is unlikely that accessory structure setbacks from side and rear property lines are providing a significant impact to the overall purpose for having building setbacks.*

*In addition, the highest volume of zoning complaints that are received by County staff are regarding the location of an accessory structure on a neighboring property. By eliminating setbacks for small accessory structures, the largest percentage of zoning violation letters would no longer be necessary. Staff reviewed Zoning Ordinances from other jurisdictions to evaluate how those standards compared with the current and proposed accessory structure standards. The following are setbacks in other jurisdictions for accessory structures:*

*Roanoke County:*

- front: behind main structure*
- rear: 3 feet*
- side: 3 feet*

*Roanoke City:*

- front: behind main structure setback*
- rear: 0 feet to 5 feet (based on district)*
- side: 0 feet to 5 feet (based on district)*

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*Montgomery County:*

- *front: behind main structure setback*
- *rear: 10 feet*
- *side: 10 feet*

*Bedford County:*

- *front: behind main structure setback*
- *rear: 3 feet to 10 feet (based on district)*
- *side: 3 feet to 10 feet (based on district)*

*Maximum height of accessory structures in the above mentioned jurisdictions are consistently identified as less than the primary structure and some ordinances restrict the height to one story.*

*Based on ordinance research, best practices, and discussions with County citizens, staff recommends that setbacks and heights for accessory structures in all zoning districts regulating accessory structures be amended as follows:*

- *Front setback: behind the primary structure or primary structure setback, whichever is less*
- *Rear setback: 0 feet*
- *Side setback: 0 feet*
- *Maximum building height: less than the primary structure or 18 feet, whichever is less. Keep exemption for agricultural building height for barns, silos, and other structures used for farming.*

*Requiring accessory structures to be located in the side or rear yard helps to ensure sight distances are not impacted and keeps front yards looking like front yards. The proposed standards also provide greater flexibility for property owners by allowing an accessory structure to be located anywhere in the side or rear yard.*

Mr. Sheffey opened the public hearing.

Mr. E. W. Harless spoke representing Pine Glade Buildings and requested the Board approve the text amendments allowing for owners of smaller properties the same opportunities as residents with larger properties in the County.

At the request of Mr. Sheffey, Mr. Wilson addressed the five points referenced in Mr. Coake's letter.

There being no further comments, the hearing was closed.

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Mr. McCready expressed concern over the recommended "3 feet" setbacks and suggested consideration to a setback of "5 feet" which would allow for fire departments defensible space when responding to fires.

Mr. Pratt expressed support for the proposed "3 feet" setback, indicating 3 feet would allow for access between buildings.

Mr. McCready advised relief could be sought by property owners through the Board of Zoning Appeals. Mr. McCready described the role of the Board of Zoning Appeals and the process for making appeals to the Board of Zoning Appeals.

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board approved the Zoning Ordinance text amendments as recommended by the Planning Commission, as follows:

- Accessory structures less than 256 square feet that are not a permanent foundation
- Front setback: behind the primary structure or primary structure setback, whichever is less
- Rear setback: 3 feet
- Side setback: 3 feet
- Maximum building height: less than the primary structure or 18 feet, whichever is less. Keep exemption for agricultural building height for barns, silos, and other structures used for farming.

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

Voting no: Mr. McCready

F. Old Draper Elementary School Property Transfer

Mr. Huber advised a public hearing had been scheduled to receive feedback on the transfer of approximately 6.9 acres of land at the Old Draper Elementary School located at 3165 Greenbriar Road in Draper, Virginia to the Industrial Development Authority.

Mr. Huber advised the School Board had received approximately \$400,000 in insurance proceeds resulting from damage to the building during the tornado event, with said funds having been transferred to the County. Further, following community meetings, plans are to use the building for community purposes.

Mr. Sheffey opened the public hearing.

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Carl Lambert expressed opposition to the transfer and suggested the Board of Supervisors use the funds for other purposes. Mr. Lambert asked the Board of Supervisors to verify accurate IDA audits before transferring funds to the IDA. Mr. Lambert also suggested audits of the IDA had not been completed for three to four years. Mr. McCreedy provided a copy of the 2013 IDA audit to Mr. Lambert and also advised that audits for the IDA were current and up-to-date. Staff was requested to provide Mr. Lambert with copy of the 2012 IDA audit.

Mr. Huber clarified that the insurance proceeds could be used to upfit the existing building and making sure the cottage could be used and that none of the funds would be used towards the hydroponic effort.

Mr. McCreedy also advised the goal at this time is to attempt to tear the classrooms off of the building and keep the original gym. Further, that the cost to tear the building down would be more than it would be to repair the building.

Mr. Pratt advised that three community meetings had been held in Draper with a large support for the proposed plans.

Roger Duncan expressed support for the proposed plans for repairing the school, noting his property was adjacent to the school.

There being no further comments, the hearing was closed.

On a motion by Mr. Pratt, seconded by Mr. McCreedy and carried, the Board approved the transfer of approximately 6.9 acres at the old Draper Elementary School located at 3165 Greenbriar Road, Draper (tax parcels 091-1-55, 091-3-1, 2, 3, 4, 5, 6) from the Pulaski County Board of Supervisors to the Pulaski County Industrial Development Authority.

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

## 6. Presentations and Citizen Comments

Mr. Sheffey explained that this "Citizen Comments" allowed for comments specifically pertaining to items currently on the agenda.

Debbie Ring spoke in opposition to any proposal to the General Assembly for support of a tobacco tax being implemented in Pulaski County describing concerns related to the health risks associated with smoking, as well as the potential for the decline in number of people who would pay the tax. Ms. Ring also spoke to the potential for an increase in real estate taxes if school bonds are obtained. Ms. Ring expressed support for the recent funding proposal submitted by the Board of

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Supervisors to the School Board and commended the Board of Supervisors in taking the steps needed to address the declining school buildings.

E. W. Harless expressed support for a proposed tobacco tax, suggesting the tax would be a first step in addressing the school needs. Mr. Harless advised that while he is not in favor of higher taxes, the declining condition of the schools, as well as long term needs of the schools, needed to be addressed immediately.

Mr. Sheffey clarified the steps by the Board of Supervisors in seeking a tobacco tax, which included adoption of a resolution of support which would then be sent to the legislators for presentation to the overall General Assembly.

Mr. McCready also advised that following presentation to the General Assembly, a public hearing would need to be conducted by the County to consider allowing the cigarette tax in the County. Mr. McCready also noted only two other counties in the State of Virginia have the tobacco taxing authority. Further, Mr. McCready advised if the Board provides support for a tobacco tax proposal, there is the potential for the General Assembly to recognize the overall depletion of funding to localities.

Mr. Huber advised the process of having the General Assembly authorize such taxing by the County would be difficult; however, the process could help in making the General Assembly aware of the continued overall shortage of state funds provided to localities for school needs.

Mr. Sheffey advised that in his service on the VACo Education Steering Committee there was an overall concern related to unfunded mandates passed on to localities in Virginia, with funds for the next fiscal year expected to decrease even further.

7. Highway Matters:

David Clarke Resident Engineer for the Virginia Department of Transportation (VDOT) met with the Board regarding the following:

A. Follow-up from Previous Board meeting:

- Review of Highway Matters Section of Key Activity Timetable (KAT)

Mr. Clarke advised there were several matters that continued to be reviewed by VDOT's traffic engineering department; mowing and brush cutting was being addressed throughout the County, including Lyons Roads; signage to be installed on Dunlap Road; Rt. 11 guardrail request; mowing of secondary roads; and Rock Creek Road improvements within the month.

Mr. Sheffey inquired regarding Depot Road status. Mr. Clarke advised work on Depot Road will be done once funding is approved.

B. FY 16 Revenue Sharing Program

Mr. Huber described the recent VDOT call for applications for the FY 16 Revenue Sharing Program. Mr. Clarke advised applications are due by the end of October. Staff was directed to add any suggestions for potential projects to the September Board agenda.

Mr. Huber inquired if litter pickup projects could be included in Revenue Sharing applications. Mr. Clarke advised that more recently the application process had focused on not funding maintenance requests, unless funds go unclaimed.

C. Citizen Comments

There were no citizen comments related to highway matters.

D. Board of Supervisors Comments

Mr. McCready advised of receiving positive comments related to the recent brush cutting efforts by VDOT.

Mr. McCready thanked VDOT for the recent paving on Alexander Road and inquired as to plans by VDOT for addressing the shoulder work on Alexander Road. Mr. Clarke advised plans are for VDOT to return to place stone along the road.

Mr. McCready advised he had contacted Anthony Barnes regarding a pothole on Little Creek near Carl Woodyard's house with Mr. Barnes advising plans were to address the matter within the week.

Mr. McCready expressed appreciation to VDOT for the work on the guardrails at NRCC.

Mr. Bopp requested the brush cutting machine be used on Robinson Tract Road as soon as possible.

Mr. Bopp advised of a fallen dead oak tree on Snyder Lane at the foot of Veteran's Hill. Mr. Clarke advised he would request VDOT staff review the matter.

Mr. Pratt thanked VDOT for work on Sayers Road.

Mr. Sheffey advised the request previously presented for brush cutting and mowing in the Cloyd's District had been addressed.

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Mr. Sheffey advised the brush cutting machine had been used on Hickman Cemetery Road and in the area towards Parrott Mountain.

Mr. Sheffey relayed concerns by a Mrs. Brown on Nicewander Way in Fairlawn related to a mailbox that had been erected by one of Mrs. Brown's neighbor, with the specific concern being that the mailbox may not comply with any VDOT guidelines related to the distance a mailbox can be erected on a maintained highway. Mr. Clarke advised he would request VDOT staff review the matter.

Mr. Huber inquired if guardrail pulled up from Rt. 11 can be used in other places, specifically in the County's drop site centers. Mr. Clarke advised that old guardrail belongs to the contractor(s); however, he would inquire as to any additional guardrail which might be available by the contractor for use. Mr. Clarke offered to talk with VDOT's contractor about the guardrail request and provide response to Mr. Huber.

8. Treasurer's Report

Mr. Sheffey advised Ms. Worrell was unable to attend the meeting; however, Ms. Worrell had submitted the report electronically for the Board's review. Mr. McCready noted a slight increase in sales tax, further noting Virginia's sales tax had declined. Mr. McCready also spoke to the increase in shopping in the County resulting in increased sales tax.

9. Reports from the County Administrator & Staff:

A. Appointments

On a motion by Mr. Bopp, seconded by Mr. O'Dell and carried, the Board approved the following appointments:

1. Agency on Aging

The Board reappointed Elaine Powell and Anthony Akers (alternate) for a one-year term ending September 30, 2015.

2. Community Policy and Management Team

The Board appointed Angie Covey to the Community Policy and Management Team.

3. New River Valley Community Services Board

No action was taken on this matter.

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4. New River Valley Development Corporation

The Board appointed Michael Solomon to replace Peter Huber, due to Mr. Solomon's primary economic development function.

5. Social Services Board

No action was taken on this matter.

6. PEP Steering Committee

No action was taken on this matter.

7. Virginia's First

The Board appointed Michael Solomon to the Virginia's First Authority.

8. Courthouse Exhibits Committee

The Board appointed Carol Smith to the Courthouse Exhibits Committee.

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

Voting no: None.

B. Pulaski County Humane Society – Grant Funding Request

Mr. Huber described a request from the Humane Society for assistance with funding of a one-time grant in the amount of \$10,000.

Board members spoke to the benefits of having the spay and neutering program offered by the Humane Society and also plans by the Humane Society to have additional fundraisers.

On a motion by Mr. Bopp, seconded by Mr. O'Dell and carried, the Board approved a request from the Humane Society for a one-time grant in the amount of \$10,000.

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

Voting no: None.

C. Four Year Goals

The Board reviewed the Goals spreadsheet in detailed.

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Mr. Sheffey referenced item 1.3.1, Enhance Claytor Lake by controlling debris, etc., noting the large amount of debris that FOCL and other groups are removing from Claytor Lake. Mr. Sheffey commended FOCL and County staff for those efforts.

Mr. Huber also advised of recent administrative approval provided to FOCL for the purchase of pads (at a cost of \$8,000) for placement on track hoe allowing for increased ability to move on the barge. Mr. Huber noted this purchase was also an added safety measure.

Mr. Sheffey referenced item 6.2.0, Randolph Park, inquiring if revenues from the park had increased from last year. Mr. Akers advised revenues had increased, but fell off slightly towards the end of July. Mr. Sheffey commended Mr. Akers and Randolph Park staff for the continuous good work in overseeing the park. Mr. Sheffey also shared compliments received by a group of ballplayers from Wake Forest who were passing through in route to Virginia Tech.

D. Unsafe Structures

Mr. Huber advised the property at 4576 McAdam Crossing Drive had been boarded up with relatively few remaining safety concerns.

The Board took a five minute recess.

10. Items of Consent

Mr. Sheffey reminded the Board of the additional item "m" related to a request by the School Board for the Board of Supervisors to seek support by the County's legislators to implementing a cigarette tax that would provide funds to be designated for the County's school construction and improvement needs.

Mr. Bopp requested pulling of the new item "m" for discussion and separate action by the Board. Mr. McCready clarified that the Board is being asked to present the proposal to the General Assembly and through that process also encouraging the General Assembly to reconsider the continued reduction in funding provided to localities for schools. Mr. McCready also advised a public hearing would be required before any action by the Board of Supervisors to implementing a tobacco tax, all subject to the General Assembly granting the County such taxing authority.

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board approved all other items of consent as noted below and on the following roll call vote:

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

Voting no: None.

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A. Approval of July 28, 2014 meeting

The Board approved the minutes of the July 28, 2014 Board meeting as presented.

B. Accounts Payable

The Board approved accounts payable for checks numbered 2040300 through 2040742, subject to audit.

C. Interoffice Transfers and Budget Adjustments

The Board approved the interoffice transfer #2 totaling \$48,608.78 and budget adjustments as follows:

GENERAL FUND #2015-02

Account Number	Account Title	Amount Increase (Decrease)
<u>REVENUES:</u>		
		TOTAL \$ -
<u>EXPENDITURES:</u>		
100-073150-3170	Library State Aid Professional Services	9,000.00
100-073150-3320	Maintenance Service Contracts	12,150.00
100-073150-5540	Travel Convention & Education	1,500.00
100-073150-6012	Books & Subscriptions	(52,400.00)
100-073150-6021	Computer Software	3,000.00
100-073150-6022	Library Circulation Supplies	7,750.00
100-073150-6026	Library Programs	1,000.00
100-073150-8101	Machinery & Equipment	16,000.00
100-073150-8102	Furniture & Fixtures	2,000.00
100-093000-9209	Transfer to IDA Fund	55,000.00
100-041999-0000	Transfer from Reserves	(55,000.00)
		TOTAL \$ -

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## GENERAL FUND #2015-02

Account Number	Account Title	Amount Increase (Decrease)
<b>REVENUES:</b>		
100-016030-1100	State Asset Forfeiture Funds Sheriff	\$ 1,139.10
100-016030-1000	State Asset Forfeiture Funds Commonwealth Attorney	1,146.83
	TOTAL	\$ 2,285.93
<b>EXPENDITURES:</b>		
100-031200-6017	State Asset Forfeiture Funds Sheriff	1,139.10
100-022100-6017	State Asset Forfeiture Funds Commonwealth Attorney	1,146.83
	TOTAL	\$ 2,285.93

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

There were no contracts or change orders presented.

E. Personnel Changes

The Board reviewed personnel changes as presented.

F. Annual Appropriations Resolution

The Board approved the following annual appropriations resolution, retroactive to July 1, 2014:

**A RESOLUTION APPROPRIATING FUNDS,  
SETTING 2015 PROPERTY TAX RATES, AND  
ESTABLISHING GENERAL FISCAL POLICY FOR  
THE PERIOD OF JULY 1, 2014 THROUGH JUNE 30, 2015**

WHEREAS, the Pulaski County Board of Supervisors hereby adopts a budget for the fiscal year ending June 30, 2015; and

WHEREAS, the Board of Supervisors has established tax rates and set a levy sufficient to meet the expenditure requirements of the budget;

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

THEREFORE BE IT RESOLVED that the Board of Supervisors make the following monetary appropriations for July 1, 2014 through June 30, 2015.

GENERAL FUND:

A total sum of \$39,411,348 is hereby appropriated. Said funds are to be expended as follows:

Board of Supervisors	\$ 139,301
County Administrator	250,697
Assistant County Administrator	181,347
County Attorney	35,570
Personnel	66,500
Independent Auditor	73,000
Operations	124,823
Management Services	185,438
Public Relations	3,600
Commissioner of Revenue	496,126
Treasurer	493,793
Director of Finance	148,076
Grants Writer	28,800
Citizen Service Centers	600
Electoral Board and Officials	62,091
Registrar	95,688
Circuit Court	65,130
General District Court	2,800
Juvenile & Domestic Relations Court	3,190
Clerk of Circuit Court	583,012
Law Library	6,000
Victims Witness Assistance	142,765
Women's Resource Center	22,440
Violence Prevention DCJS Grant	40,000
Commonwealth Attorney	902,465
Sheriff	3,464,397
E911 System	763,510
Wireless 911 PSAP	24,000
Forest Fire Protection	9,212
Draper Vol. Fire Dept.	34,800
Dublin Fire Department	25,995
Fairlawn Vol. Fire Dept.	33,250
Hiwassee Vol. Fire Dept.	32,300
Newbern Vol. Fire Dept.	33,900
Snowville Vol. Fire Dept.	32,000
Twin Comm. Vol. Fire Dept.	32,000
Volunteer Fire & Rescue	3,500
Pulaski County Special Operation Team	10,100
Western Virginia EMS System	7,382

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

Regional Jail	2,101,293
NRV Juvenile Detention Home	112,795
Court Services	6,200
Pretrial Services	290,762
Community Corrections	521,450
Building Department	215,176
Code Enforcement	70,796
Animal Control	268,347
Medical Examiners	500
Emergency Management	114,984
Landfill/Cloyd's Mountain	100,100
Clean Community Council	33,073
General Properties-Buildings	721,069
General Properties-Grounds	165,942
Cleaning Services	172,395
N.R.V. Airport	289,703
General Engineering	144,033
Health Department	325,563
Property Cleanup	50,000
N.R. Community Services Board	90,489
Area Agency on Aging	16,546
Pulaski Area Transit	62,000
Town of Pulaski Senior Center	21,000
Office on Youth	125,941
Va. Juvenile Commission Crime Control Act	68,622
Institutional Care of Poor	88,096
Children's Advocacy Center	1,250
NRV Cares	4,600
SW VA Second Harvest Food Bank	1,500
Beans and Rice	7,000
Retired Senior Program	13,530
New River Community Action	54,285
NRV Disability Services	12,645
Free Clinic of Pulaski County	27,000
Brain Injury Services of SW VA	2,000
Commission on Families & Children	29,760
Pulaski Community Partners Coalition	7,500
Safe Have Child Visitation Program	750
Big Brother/Big Sister Mentoring Program	35,000
New River Community College	15,275
Recreation	376,064
Randolph Park	248,158
Parks	30,411
Friends of Claytor Lake	37,425
Claytor Lake Park Celebration	10,000
Fine Arts Center for the NRV	22,000
Historical Preservation	6,000

BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

Friends of SW Virginia/SW VA Artisan	7,616
Friends of Pulaski Theatre	5,000
Library	517,140
Library State Aid	118,673
Community Development Director	92,188
Visitor's Center	105,001
Zoning Administrator	121,499
Economic Development	57,312
Industrial Park Maintenance	635
New River Valley Business Center	6,000
Beans and Rice Micro Enterprise Development	22,400
Contribution NRV Planning District	29,530
Pulaski County Chamber of Commerce	10,000
I-81 Corridor Coalition	5,000
Skyline Soil & Water Conservation	12,637
New River Highlands Resource Conservation District	700
NRV Metropolitan Planning Organization	5,700
VPI&SU Extension Office	107,573
Contingency	257,229
Revenue Refunds/State Budget Reductions	50,000
Transfer to School Fund	13,303,870
Transfer to VPA Fund	1,396,365
Transfer to Comprehensive Services Act Fund	1,403,670
Transfer to Internal Service Fund	476,185
Transfer to Capital Outlay Fund	1,176,332
Transfer to REMSI Fund	117,581
Transfer to IDA	131,819
Transfer to County Debt Fund	1,363,342
Transfer to School Debt Fund	<u>2,731,725</u>
 TOTAL GENERAL FUND	 \$39,411,348

INTERNAL SERVICE FUND:

A total sum of \$1,752,385 is hereby appropriated. Said funds are to be expended as follows:

Information Technology	\$ 450,652
Central Garage	1,178,341
Communications/Copy Center	<u>123,392</u>
TOTAL INTERNAL SERVICE FUND	\$ 1,752,385

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

CAPITAL IMPROVEMENTS FUND:

A total sum of \$1,176,332 is hereby appropriated. Said funds are to be expended as follows:

Animal Control Shelter Insulation	\$ 10,000
Commissioner of Revenue Reassessment	150,000
Commissioner of Revenue Assessment Software	15,332
Courthouse Improvements	30,000
Draper Fire Department Improvements	45,000
Fairlawn Fire Department Improvements	20,000
Garage Improvements	11,000
Hiwassee Fire Dept Fire Truck	130,000
Randolph Park Pool Repairs	10,000
REMSI Ambulance	170,000
Old Riverlawn Elementary School Upgrades	30,000
Sheriff's Vehicles	130,000
Telephone System	25,000
Tower Maintenance & Communications	30,000
School Buses	<u>370,000</u>
 TOTAL CAPITAL IMPROVEMENTS FUND	 \$ 1,176,332

COUNTY DEBT FUND:

A total sum of \$1,363,342 is hereby appropriated. Said funds are to be expended as follows:

Economic Development	\$ 1,144,868
Hiwassee Fire Department	28,991
Dept of Mines, Minerals & Energy Loan Payments	64,221
Rural Development Loan Repayments	<u>125,262</u>
 TOTAL COUNTY DEBT FUND	 \$ 1,363,342

SCHOOL DEBT FUND:

A total sum of \$2,731,725 is hereby appropriated. Said funds are to be expended as follows:

Pulaski Elementary School Debt Service	\$ 775,808
Critzer & Snowville Debt Service	443,854
Pulaski County High School Debt Service	53,775
Riverlawn Elementary School Debt Service	<u>1,458,288</u>
 TOTAL SCHOOL DEBT FUND	 \$ 2,731,725

Power of line item transfers of funds within the above appropriations is hereby invested in the County Administrator. Power of inter-functional transfer is reserved by the Board. The Board further requires all expenditures to be in compliance with purchasing laws of Virginia and any subsequent purchasing regulations adopted by the Board of Supervisors.

SCHOOL FUND, SCHOOL CAFETERIA FUND & GOVERNOR'S SCHOOL FUND:

A total of \$47,424,836 is hereby appropriated for educational purposes. These funds are to be expended as follows:

Instruction	\$ 32,400,141
Administration, Attendance & Health	2,054,926
Pupil Transportation	2,271,269
Operations and Maintenance	5,056,189
Technology	<u>2,026,637</u>
TOTAL SCHOOL FUND	\$ 43,809,162
School Textbook Fund	285,520
School Food Services Fund	2,479,230
Governor's School Fund	<u>850,924</u>
TOTAL ALL SCHOOL FUNDS	\$47,424,836

Power of inter-functional or categorical transfer shall rest with the Board of Supervisors.

All purchases and expenditures shall be in accordance with the laws of Virginia.

VIRGINIA PUBLIC ASSISTANCE FUND:

A total of \$7,432,962 is appropriated to the Board of Social Services. These funds are to be expended as follows:

Public Assistance and Entitlement Programs	\$ 2,918,500
Purchased Social Services	155,463
FC Independent Living	27,232
Direct Economic Assistance and Social Work Services	4,229,463
Child Care Services	24,750
Board Administration	<u>77,554</u>
TOTAL VIRGINIA PUBLIC ASSISTANCE FUND	\$ 7,432,962

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

All purchases of the Social Services Board shall be in compliance with the laws of Virginia and any subsequent purchasing regulations adopted by the Board of Supervisors. From funds appropriated, each member of the Board may receive as compensation for his or her services for meetings, activities and other duties being discharged as a member of the Board.

Power of inter-functional or categorical transfer is reserved by the Board of Supervisors.

COMPREHENSIVE SERVICES ACT FUND:

A total of \$4,671,240 is hereby appropriated for the Comprehensive Services Act Fund. These funds are to be expended as follows:

Client Services	\$ <u>4,671,240</u>
TOTAL COMPREHENSIVE SERVICES FUND	\$ 4,671,240

The Social Services Board is hereby authorized to administer funds appropriated for the Comprehensive Services Act Fund. Those employees of the Social Services Board authorized to sign warrants and disburse funds on behalf of the Social Services Board are authorized to do the same for the funds of the Comprehensive Services Act. Administration of the Comprehensive Services Act, reporting of statistical and financial transactions and all case management requirements shall be in accordance with Policies and Procedures of the Community Policy and Management Team serving Pulaski County.

Power of inter-functional or categorical transfer is reserved by the Board of Supervisors.

REGIONAL EMERGENCY MEDICAL SERVICES FUND:

The sum of \$1,881,983 is appropriated for the REMSI Fund to be expended as follows:

Administration	\$ 282,283
Field Staff	912,321
Recruitment & Retainment	15,500
Training Center	91,731
Equipment & Stations	<u>580,148</u>
TOTAL REMSI FUND	\$ 1,881,983

Power of inter-functional or categorical transfers shall rest with the Board of Supervisors.

TOTAL APPROPRIATIONS ALL FUNDS	\$ 107,846,153
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BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

All purchases and expenditures shall be in accordance with the laws of Virginia.

Property tax rates are set for FY 2014-15 as follows:

- Tangible Personal Property - \$2.35 per hundred dollars of assessed valuation
- Machinery and Tool - \$1.50 per hundred dollars of assessed valuation
- Real Estate & Mobile Homes - \$0.59 per hundred dollars of assessed valuation

G. Chamber Annual Meeting Sponsorship

The Board approved a \$200 sponsorship towards the Chamber of Commerce's 2014 Annual meeting.

H. Exit Interview Policy

The Board approved the following "Exit Interview Policy":

**County of Pulaski Exit Interview Policy**

The purpose of this policy is to identify workplace, organizational or human resource factors that have contributed to an employee's decision to leave employment; to enable the County to identify trends requiring attention or any opportunities for improving the County's ability to respond to employee issues; and to allow the County to improve and continue to develop recruitment and retention strategies aimed at addressing these issues.

This policy covers the procedures to be adopted when members of the County leave employment for whatever reason.

SCOPE:

This policy applies to all full time and part time employees including employees taking early retirement and voluntary severance. Exceptions include temporary or contract employees.

PROCEDURE:

It is the supervisor's responsibility to contact the human resource department upon the retirement, termination or severance of an employee's position. The designated human resource representative will contact the employee either via phone, e-mail or in writing inviting the employee to attend a face-to-face exit interview at a mutually convenient time. The exit interview must take place within three working days after the confirmed severance of employment date is determined from the employee.

The employee will be asked a standard set of questions and given a chance to discuss any concerns or provide information they feel would be beneficiary for the County and what they feel the County should know about their employment experience.

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

Upon the request of the employee, the exit interview form may also be sent via e-mail for the employee to complete rather than having to participate in a face-to-face setting as long as it is signed and returned within three business days.

Should the employee choose not to participate in either the face-to-face or e-mailed version of the exit interview process, he/she at a minimum will be required to complete Part III, Payroll Information, which must be provided to the payroll department by the human resource representative in order to process their final payout. Failure to return this form may result in delay of final payment.

**VOLUNTARY PARTICIPATION AND CONFIDENTIALITY:**

Employees are responsible for participating in the exit interview process on a voluntary basis. If an employee chooses to participate in an exit interview, he/she will be encouraged to be honest, candid and constructive in their responses.

The information received through Exit Interviews will be confidential. No specific information that could possibly be tracked to the employee will be disseminated or discussed with other employees or with the employee's supervisor.

**REPORTING:**

The information will be analyzed by the Human Resources department to identify areas or determine trends that may need to be addressed. Periodically, Human Resources may share analysis data and make recommendations with designated members of the staff and the County Administrator.

The analysis and review will include:

- Appropriate statistical information regarding the number and distribution of employee departures during the preceding year and reasons employees have left;
- An analysis and discussion of any trends or common themes which are suggested by the exit interview feedback;
- A summary of any actions or interventions taken during the year on the basis of exit interview information; and
- Any actions the department feels are required in order to address any concerns or opportunities which are identified through exit interview feedback.

**I. Stormwater Requirements**

The Board approved submitting a formal request for assistance from VACo related to stormwater requirements.

J. Resolution Honoring Elrica Graham & Purchase of Brick

The Board approved purchasing engraved bricks at a cost of \$200 for each brick in honor of Ms. Graham and her late husband Andy Graham for their service to the community, as well as adopted the following resolution:

**RESOLUTION OF APPRECIATION TO  
ELRICA GRAHAM**

**WHEREAS**, the Pulaski County Board of Supervisors in November, 1991, appointed an Ad Hoc Citizens Courthouses Committee to assist with the restoration plans for the Pulaski County Historic Old Courthouse; and

**WHEREAS**, the Ad Hoc Citizens Courthouses Committee recognized the need to preserve Pulaski County's rich history and heritage, and appointed a subcommittee, composed of volunteer citizens of Pulaski County, called, "The Displays Subcommittee"; and

**WHEREAS**, **Elrica Graham** was appointed Chairperson of the Displays Subcommittee in November, 1991; and

**WHEREAS**, under the outstanding leadership, guidance and direction of **Elrica Graham**, the Displays Subcommittee completed work on numerous displays, exhibits and artifacts depicting the history of Pulaski County, and held a dedication ceremony officially opening the exhibits to the public on November 26, 1994; and

**WHEREAS**, the Displays Subcommittee later became known as the "Pulaski County Citizens Courthouses Exhibits Committee", with **Elrica Graham** continuing to serve as Chairperson; and

**WHEREAS**, **Elrica Graham** spent many countless hours on the "Steppin Stones in Time", Rock Exhibit, located in the stairwell areas of all three floors of the Historic Old Courthouse, and personally donated many of the ancient fossil rocks for this exhibit; and

**WHEREAS**, **Elrica Graham** and the Pulaski County Citizens Courthouses Exhibits Committee initiated, planned and organized the annual "Veterans Christmas Trees Display" at the Historic Old Courthouse to recognize and pay tribute to all Pulaski County Veterans; and

**WHEREAS**, **Elrica Graham** continued to inspire and lead the Pulaski County Citizens Courthouses Exhibits Committee with additional artifacts and heritage exhibits being added to all three floors of the Historic Old Courthouse; and

**WHEREAS**, **Elrica Graham**, after 20 years of giving her best to Pulaski County and modeling "Pulaski County Pride" in every sense, resigned as Chairperson of the Pulaski County Citizens Courthouses Exhibits Committee effective January 1, 2012; and

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

**WHEREAS**, it is the desire of the Pulaski County Board of Supervisors to honor **Elrica Graham** in a permanent manner due to her tremendous contributions and her vision to preserve the history of Pulaski County for future generations.

**NOW, THEREFORE, BE IT RESOLVED** by the Pulaski County Board of Supervisors that the stairwell areas of the Pulaski County Historic Old Courthouse shall hereby officially be named "**The Elrica Graham Gallery**" in honor of and with heartfelt appreciation to **Elrica Graham** for her excellent leadership, superb spirit of volunteerism, and unselfish devotion to public service; and

**BE IT FURTHER RESOLVED**, that this Board of Supervisors does hereby extend to **Elrica Graham** its best wishes for health and happiness in future years; and

**BE IT FURTHER RESOLVED**, that the text of this resolution be spread upon the minutes of the Board of Supervisors this 25<sup>th</sup> day of August, 2014 in permanent testimony of its appreciation of the service provided by **Elrica Graham**.

K. Agreement with Town of Pulaski – Governor’s Opportunity Fund (GOF) Matching Funds

The Board approved an agreement between the Town of Pulaski and Pulaski County regarding the GOF local match for the Falls Stamping project and the James Hardie project, a copy of which is filed in electronic form in the BoardDocs agenda for this meeting

L. 2012 Uniform Statewide Building Code

The Board approved the following resolution adopting the 2012 Uniform Statewide Building Code (USBC), as amended and adopted by the Commonwealth of Virginia:

WHEREAS, the Commonwealth of Virginia reviews and updates the Uniform Statewide Building Code every three years, which is used to evaluate construction throughout Virginia; and

WHEREAS, Pulaski County is required to use the adopted Uniform Statewide Building Code from the Commonwealth as referenced standard against which all building construction is measured; and

WHEREAS, the Commonwealth of Virginia adopted the 2012 Uniform Statewide Building code, which took effect on July 14, 2014; and

WHEREAS, the Pulaski County Building Office will have one year from adoption to begin fully using the 2012 Building Codes.

**NOW, THEREFORE, BE IT RESOLVED**, this Board adopts the 2012 Uniform Statewide Building Code, as amended and adopted by the

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

Commonwealth of Virginia, and authorizes the Building Office to begin the implementation process with full utilization by July 14, 2015.

M. Resolution Requesting General Assembly Support for Cigarette Tax

The Board approved sending to the General Assembly a "Resolution Requesting General Assembly Support for Cigarette Tax" by Pulaski County allowing for funds to be designated for the County's school construction and improvement.

11. Citizen Comments

Mr. Sheffey explained the protocol for citizens speaking, including the need for a one-page summary to be provided one week in advance of the Board meeting, should a citizen desire to address the Board with a 15-minute presentation, as opposed to the standard three minutes allowed.

Sherry Williams described attending a recent School Board meeting in which discussions were held related to the need for improvements to schools. Ms. Williams relayed her understanding of comments made at the School Board meeting in which School Board member Jeff Bain spoke to the County's lack of funds for schools. Ms. Williams requested more transparency as it relates to County funds and also suggested an additional third party, non-partisan audit of the County's funds. Ms. Williams also suggested the Board of Supervisors request an audio of the statements made at the School Board meeting due to the accusations made at that meeting by School Board members as it relates to the lack of school funds provided by the Board of Supervisors.

Mr. McCready referenced an article in The Patriot following the School Board meeting referenced by Ms. Williams and more specifically the comments by School Board members as it relates to the Board of Supervisors and school funding. Mr. McCready described detailed reports provided by the County's Finance Director including: a "Summary of Funding to Pulaski County School Funds for fiscal years 2005-2015", "IDA Revenues and Expenditures – FY 2012, 2013, 2014 (Cash Basis)" and "IDA Transfers from General Fund – Budget vs. Actual Fiscal Years 2012-2013 and 2014". Mr. McCready noted the current Board of Supervisors had provided more funding in the last three years to the School Board than in the last ten years. Mr. McCready expressed concern over the implication that the Board of Supervisors had not been providing adequate funding to the School Board. Mr. McCready advised all documents referenced above may be viewed in the County Administrator's Office, noting additional comments would be made at the end of the meeting.

Mr. Sheffey shared a detailed listing of the improvements that had been made to the schools in the County as a result of additional funding provided to the School Board by the Board of Supervisors.

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

April Jones advised her son attended the Building Bridges Day Care and expressed concern over the operation of the mental health facility located next to the day care facility, as well as concern over potential issues arising from the operation of the mental health facility in the vicinity of the day care.

Tina Hurst, owner of the Building Bridges Day Care, described the history of the operations of the day care facility and advised of recently learning of the mental health facility in operation next to the day care. Ms. Hurst expressed concern that the mental health facility posed a risk to the day care facility. Ms. Hurst also encouraged the Board of Supervisors to take any action allowed under the County's zoning ordinance to stop the operation of the mental health facility.

Krista Nobley, Program Director of Mainstream Mental Health, provided statistics related to the Company, described studies to dispel the public's perception on mental health issues and suggested the public is misinformed as it relates to mental health issues. Ms. Nobley described the need for a mental health facility in the County.

Heather Nipper described her knowledge of mental health issues and also indicated support for mental health services to the public; however, Ms. Nipper expressed concern over the risks associated with having the mental health facility located beside of the Building Bridges Day Care and suggested the facility would be better located in another area of the County.

Tawana Grubb described being a foster parent of children attending the Building Bridges Day Care and expressed concern that the children under her care and attending the day care were at risk as a result of the mental health facility being located next door to the day care. Ms. Grubb also expressed concern that the children could be faced with situations where they would be unable to communicate effectively any at-risk situations due to their lack of social skills.

Lora Lineberry described being diagnosed and treated for "bipolar" disorder and shared how, through counseling by mental health facilities, was able to accomplish life goals and achievements. Ms. Lineberry expressed a desire for the day care and mental health facility to come to a compromise for both groups, which would also allow for the mental health services to continue to be provided.

Mike Morris, CEO of Mainstream Mental Health, and owner of the building housing the mental health facility, advised appropriate steps would be taken to ensure the safety of the children and staff at the day care facility located adjacent to the mental health facility. Mr. Morris advised the mental health facility is a licensed facility for providing mental health services which includes taking clients into the community and teaching them independent living skills, etc. Mr. Morris also described additional services provided including teaching adults arts and crafts and indicated transportation is sometimes needed by the patients to the facility.

Sara Garmin advised her foster child attends the Building Bridges Day Care. Ms. Garmin expressed concern over the potential for a foster child's parents to visit the mental health facility and the children be at risk from having contact with the parents, further noting concern over the lack of proper screening between the two facilities. Mr. McCready inquired if the area was fenced between the two facilities and Ms. Garmin advised there was fencing; however, the fencing did not provide privacy.

John Lawrence spoke to the need for mental health service providers in the County and expressed appreciation to Mainstream for the information provided. Mr. Lawrence expressed concern over the potential for clients of the mental health facility to pose a threat to children at the day care facility. Mr. Lawrence suggested the mental health facility had violated the County's zoning regulations.

Carol Martin advised she was an employee of the day care facility and expressed concern over the mental health facility being located so close to the day care facility. Ms. Martin expressed concern over the future enrollment of the day care being affected due to the location of the mental health facility and encouraged the County to review all zoning regulations as it relates to the mental health facility location.

Sherry Nester referenced the statistics shared by the representatives of Mainstream and also referenced the statistical information as it related to the Virginia Tech shootings and the probability of a similar event occurring at a mental health facility.

James Rupe advised his child attended the Building Bridges Day Care and expressed concerns over the close proximity of the mental health facility next to the day care.

Walter Viers described problems at his residence with overgrowth of bamboo on his property as a result of his neighbor planting bamboo five years earlier. Board members discussed potential methods for addressing the issue including placement of a "physical barrier" on the property. County staff was directed to contact the Extension Officer to determine any means of managing bamboo and advise Mr. Viers accordingly.

Brenda Blackburn referenced comments by Sherry Williams, specifically as it related to Ms. Williams description of statements by School Board members at a School Board meeting attended by Ms. Williams. Ms. Blackburn advised of having attended the same School Board meeting and expressed concern over what Ms. Blackburn described as hostile statements made by two School Board members at that meeting, which comments Ms. Blackburn described as being directed at the Board of Supervisors. Ms. Blackburn suggested some of the statements made by School Board members at the meeting could be viewed in the local newspaper. Ms.

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

Blackburn also described a company that provides maintenance and janitorial work and suggested the County could benefit financially from the contracting of such services out with the company. Ms. Blackburn advised that the School Board has also been provided the same information on the services provided by the company and that School Board member Mike Barbour had expressed support for the concept.

LaShonda Davis advised of having two children who attend the Building Bridges Day Care and expressed concern over the close proximity of the mental health facility next to the day care.

Mr. Wilson provided an update on the Mainstream Mental Health facility, specifically a timeline which details being contacted by the owner of the facility, as well as contacts by representatives of the Building Bridges Day Care. Mr. Wilson described the mental health facility as being zoned Industrial (I-1) and is "non-conforming, grand-fathered use for an "Office and Personal and Professional Services" in the Zoning Ordinance.

Mr. Sheffey advised the matter relating to Mainstream Mental Health operations is currently being reviewed by the County's zoning administrator and those findings and a formal decision by the zoning administrator would be placed in a letter. Mr. Sheffey also described in detail the appeal process available through the Board of Zoning Appeals. Mr. Wilson described the specifics related to the current zoning designation of the facility, emphasizing a formal decision would be forthcoming.

Mr. Huber spoke to the comments made during the "Citizens Comments" section and noted any findings by the zoning administrator are based on the Zoning ordinance and not a preference for one party or another.

Mr. Huber described the County's web site and also advised audits for the County, IDA and PSA were available on the site.

12. Other Matters from Supervisors

Mr. McCready read the following statement related to the improvements to the schools:

*"The Board of Supervisors and the School Board are two public bodies and we are discussing our differences in public.*

*If you set 10 people together, you are not going to get a perfect agreement. Everyone will not agree to all points. I remain optimistic that we will find a solution to our school's immediate needs.*

*The School Board and Board of Supervisors have worked together on a number of issues and we will continue to work together. Since the School*

BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

*Board has said they want a new middle school, that is within their authority. The Board of Supervisors however, is charged with managing the County's finances.*

*My position at this time, as well as what I think the Board of Supervisors' position is, that Pulaski County cannot at this time afford the payment on a 56 million dollar middle school. I believe that by 2021, when we pay off Pulaski Elementary School, Critzer and Snowville Elementary, we can afford to tackle a large school construction project. But this will happen only with design of the School Board, the funding approval of the Board of Supervisors and a vote by citizens of Pulaski County to pay for it.*

*The Board of Supervisors has conveyed this information to the School Board. While it is clear that two members only want a new school, that is fine. This is a democracy and we can disagree without being so disagreeable.*

*By the School Board's own estimates, it will take 43 to 48 months to build a new middle school.*

*What of our students and employees during this period? Just because these middle schools and Dublin Elementary School have been this way for the last 18 years or more does not mean that they should stay this way.*

*I know and I am optimistic that the School Board and the Board of Supervisors will find a way to make improvements to the schools within our ability to pay.*

*As always, I would be happy to meet with any citizens in the County to discuss County finances."*

Mr. Sheffey advised the County administrator's evaluation had been conducted as a part of the "Closed Session" and also described that process. Mr. Sheffey commended Mr. Huber for an outstanding job provided to the County and Mr. Huber's continued longstanding service to the County. Mr. Sheffey also described his service on VACo's Educational Steering Committee and how, through that service, has been able to become familiar with the various aspects of a County administrator's service to a locality and how fortunate Pulaski County is to have Mr. Huber. Mr. Huber thanked the Board for the confidence placed in him and also expressed appreciation to the Board and County staff for their support.

Mr. Sheffey thanked Mike Williams of the Patriot for the recent articles highlighting the many recent economic development successes in the County.

Mr. Sheffey requested County staff draft a letter for his signature to the newly elected senator, Ben Chafin, congratulating Senator Chafin on his election and also inviting Senator Chafin to a future Board meeting.

## BOARD OF SUPERVISORS MEETING MINUTES OF AUGUST 25, 2014

Mr. Sheffey described additional upcoming meetings of the Board of Supervisors where there is the potential for there to be three or more Board members in attendance, as follows:

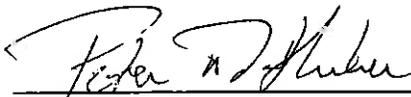
- Alliance Annual Meeting, August 27<sup>th</sup>, Christiansburg, 5:00 p.m.
- Pulaski Town Council announcement, August 28<sup>th</sup>, Pulaski Train Station, Noon
- New River Valley Planning District Commission meeting with Maurice Jones, Secretary of Commerce and Trade, August 28<sup>th</sup>, Business Center, 6:00 p.m.)

13. Adjournment

On a motion by Mr. O'Dell, seconded by Mr. McCready and carried, the Board of Supervisors adjourned its regular meeting. The next regular Board of Supervisors meeting is scheduled for Monday, September 22, 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 in the County Administration Building.

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

Voting no: None.



Peter M. Huber, County Administrator

  
Joseph L. Sheffey, Chairman