

BOARD OF SUPERVISORS MEETING MINUTES OF SEPTEMBER 22, 2014

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At a regular meeting of the Pulaski County Board of Supervisors held on Monday, September 22, 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. McCready and carried, the Board of Supervisors entered a Closed Session for discussion of the following:

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

- Appointments
- Pay Scale Changes
- IRS Fine

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:

- Health Department Lease
- Loving Field Property
- Cloyd's Mountain Landfill
- Old Draper Elementary School – IDA request

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

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

Voting no: None.

2. Welcome, Pledge and Invocation

A. Welcome

Mr. Sheffey apologized for the late start of the meeting. Mr. Sheffey also described an event attended by the Board of Supervisors at 4:30 p.m. at which the dedication of the new training room at the Sheriff's Office was held and which was named in honor of former Sheriff Frank Conner.

B. Pledge of Allegiance

Supervisor Bopp led the Pledge of Allegiance.

C. Invocation

The invocation was led by Reverend Bobby Ward, Assistant Pastor of the First Christian Church. Mr. Sheffey recognized Reverend Ward's service as an honored veteran and expressed appreciation to Reverend Ward for his willingness to provide the invocation at the Board meeting.

3. Presentations and Recognitions:

Mr. Sheffey described the annual "Battle of the Bridge" event between the football teams of Pulaski County High School (Cougars) and Radford High School (Bobcats) and the agreement for the Chairman/Mayor of the losing team to wear the jersey of the winning team at the next Board/Council meeting. Mr. Sheffey shared a picture of Mayor Brown wearing the Cougar jersey at the Radford City Council meeting. Mr. Sheffey also advised that 2014 was the last year for this event due to 2014 being the last year the schools will compete in football. Mr. Sheffey thanked the players, coaches of both teams, and fans of the community and expressed appreciation to Coach James for sharing the team trophy.

4. Additions to Agenda

Mr. Huber advised of the following additional item to the Items of Consent: "Wording of Resolution requesting General Assembly Authorization of Option to Consider Local Cigarette Tax".

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

Voting no: None.

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4. Additions to Agenda

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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 – Hoover Property

Mr. Wilson advised the request is for a rezoning to Agricultural (A-1) in order to continue using the property as is currently being used to raise livestock and grow crops and which contains one single-family dwelling in which the property owner lives. Mr. Wilson described the request in detail, including the following staff analysis, and advised the Planning Commission recommended unanimous approval following a public hearing held on September 9, 2014.

Staff Analysis

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-1, 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 and has some 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 limited site access along Falling Branch Road, 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 Low Density Residential. It appears as though the current Future Land Use designation is appropriate, so staff is recommending that no modification be made to the Future Land Use Map for the subject property at this time.

Mr. Sheffey inquired if the entire area was zoned Agricultural and Mr. Wilson responded that the entire area was zoned Agricultural.

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), as recommended by the Planning Commission.

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

Voting no: None.

B. Special Use Permit – Telecommunications Tower Kirby Phillips Farm Property

Mr. Wilson advised the request is for a special use permit for a rezoning to Agricultural (A-1) to allow for a telecommunications tower on the property, with the purpose of the SUP request to make sure the proposed tower does not change the character of the property or have any adverse affect on property owners. Mr. Wilson described the request in detail, including the following staff analysis, and indicated the request had been reviewed by the Telecommunications Committee, followed by a recommendation for approval by the Planning Commission:

Staff Analysis

Telecommunications towers are a use that is specifically identified in the Agricultural (A-1) district as allowable by Special Use Permit, and according to Section 17-3.6 of the Zoning Ordinance, "In the governing body's consideration to grant, deny, or grant conditionally a Special Use Permit (SUP), the governing body shall consider the following guidelines and standards:

17-3.6.1 The use shall not tend to change the character and established pattern of development of the area or community in which it proposed to locate;

17-3.6.2 The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property."

Telecommunications towers are needed throughout the County to ensure adequate wireless communications. The Rusty's Tower specifically addresses a large void in coverage for Verizon Wireless in the New River portion of the County, as well as part of the City of Radford. When evaluating proposed towers, visual impact is one of the most important factors for a locality to consider, as the various federal agencies regulate the majority of tower elements, such as lighting requirements, broadcast frequency, and other factors to verify that the towers will not interfere with other daily uses by the general public or companies. The proposed telecommunications tower

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appears to be located in an area that will not have a negative impact to surrounding property owners.

Specially, the proposed tower is 195 feet in height with a 4 foot lightning rod, which brings the entire height to 199 feet. The proposed tower will be a self-supporting lattice tower that is unlighted and a neutral metal finish. The applicant has received both FAA and FCC approval for the tower and submitted the approval documents in the application packet. The tower is proposed with four collocation sites, including one that has been offered to Pulaski County for emergency communication purposes at no cost to the County.

In addition, the tower meets all requirements set forth in the Zoning Ordinance governing telecommunications towers. If this request is granted, staff will continue to work closely with the applicant on their site plan and throughout the building permitting process to ensure the details of the site and the tower construction are closely reviewed.

Mr. Wilson also advised the Planning Commission recommended unanimous approval following a public hearing held in September, with there being three comments received, none of which were opposed to the special use permit request.

Mr. Sheffey opened the public hearing

Mr. Stephen Gallagher, Vice President of Construction, National Communications Towers, and Jamie Adams, Construction Manager, presented a PowerPoint presentation describing in detail the request.

Mr. McCready posed questions to Mr. Gallagher related to wind speed design, code compliance, plans for placement of generator at the site, and the advantages to both the County and the City of Radford if the tower is approved for placement on the site.

There being no further comments, the public hearing was Closed.

On a motion by Mr. McCready, seconded by Mr. Bopp and carried, the Board approved a request for a Special Use Permit to install the telecommunications tower as recommended by the Planning Commission.

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

Voting no: None.

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C. Special Use Permit – School of Business or Trade – Pulaski County Property

Mr. Wilson stated that the subject property was recently approved for transfer from the Board of Supervisors to the Pulaski County Industrial Development Authority (IDA), and allows the IDA to enter into agreements and negotiations for the subject property's usage. Mr. Wilson advised a petition had been filed by a Pulaski County citizen to request the reuse of a portion of the subject property to provide job readiness training for youth in the community through PulaskiGrow. Mr. Wilson described the following staff analysis:

Staff Analysis

The School of Business or Trade is defined by the Zoning Ordinance as, "a facility that provides training for employment in business skills such as clerical, data processing, and the like, or in trades such as construction skills, heavy equipment operation, and the like." The proposed use provides job training skills for youth through aquaponics, so that those enrolled in the program gain skills valuable to employers in the County and region. As this use is specifically designed to enhance the skill sets for employment, it falls within the School of Business or Trade category for zoning purposes.

School of Business or Trade is a use that is specifically identified in the Residential (R-1) district as allowable by Special Use Permit, and according to Section 17-3.6 of the Zoning Ordinance, "In the governing body's consideration to grant, deny, or grant conditionally a Special Use Permit (SUP), the governing body shall consider the following guidelines and standards:

17-3.6.1 The use shall not tend to change the character and established pattern of development of the area or community in which it proposed to locate;

17-3.6.2 The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property."

As the subject property is a former school, it seems appropriate to continue a similar use on the property moving forward. In addition, the proposed use will only impact a portion of the property, so the majority of the property will remain unused. Based on the development patterns of the surrounding community and the historical use of the subject property, it does not appear that this use will have a negative impact to surrounding property owners or the community. In addition, there are some protections with how the property will be used, as the ownership will remain with the Pulaski County Industrial Development Authority.

Mr. Wilson also advised a community meeting was held in Draper to discuss the future of the subject property and all attendees had positive

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thoughts about the project. During the Planning Commission meeting, one property owner, Roger Duncan, expressed opposition to the proposed use. Mr. Wilson advised that Mr. Duncan's concerns were related to other potential growth on the property, as well as the planned location of the greenhouses and the impact that may have on his property.

Mr. McCready asked about the relationship between PulaskiGrow and Pulaski Community Partners Coalition (PCPC). Mr. Wilson stated that Ms. Lee Spiegel currently works for PCPC, but is starting PulaskiGrow, as PCPC is shutting down in the near future.

Mr. Sheffey opened the public hearing.

Ms. Lee Spiegel, representing PulaskiGrow, described the project.

Mr. E. W. Harless inquired if the project would generate revenue for the County and also inquired if the Board had considered marketing the property to generate additional revenue for the County. Mr. McCready and Mr. Sheffey advised it was anticipated the project would help train youth in the County, which will have an overall positive impact on the future of Pulaski County.

Board members clarified the following: the area of the site to be leased to PulaskiGrow; results of the community meetings held in Draper; and the potential draw of travelers along I81 to the Draper community.

Mr. Sheffey closed the public hearing.

Mr. McCready spoke about attending one of the Draper community meetings in which there was considerable discussion by the attendees in opposition to any type of truck stop or anything that was "invasive" on the community due to the residential area around the old school.

Mr. Pratt also referenced Roger Duncan's opposition to the proposal was due to the proposed location of the greenhouses and the close proximity to Mr. Duncan's residence.

On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board approved the request for a Special Use Permit for a School or Business or Trade to operate from the subject property as recommended by the Planning Commission.

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

Voting no: None.

6. Presentations and Citizen Comments

Mr. Sheffey explained the purpose of this "Citizen Comments" section was to allow citizens to speak to any item on the current agenda only.

E. W. Harless referenced item 9C – "Resolution Requesting Community Meeting on the Proposed Mountain Valley Natural Gas Pipeline" and expressed concern that the pipeline could be detrimental to the growth of Pulaski County.

Mr. Huber advised the County had not received any additional information from the gas company and the purpose of the agenda item was to seek Board approval to join with Floyd County in asking the gas company to come forward to participate in a meeting of area localities to obtain more information.

Board members discussed the map provided by the gas company of West Virginia and the size and pressure of the lines.

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 VDOT continued to perform routine maintenance on the road throughout the county, including Belspring, Brookmont, and Lyons Road.

Mr. Clarke also advised of continued mowing, specifically in the Draper and Newbern areas, as well as the installation of the additional "stop" signage on Locust.

Mr. McCready expressed concern that VDOT's method of trimming trees using the "canopy" approach causes shading of the road, resulting in snow not melting. County staff was requested to send a letter to VDOT requesting a remedy to this issue.

Mr. Sheffey inquired regarding the status of speed signs in Heron's Landing. Mr. Clarke advised VDOT is working to determine the exact locations for the signage. VDOT was also requested to review the type of posts to be used in erecting the signage.

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Depot Road Resolution

On a motion by Mr. McCreedy, seconded by Mr. O'Dell and carried, the Board adopted the following resolution declaring Depot Road as "Rural Rustic Road":

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Pulaski County, Virginia ("Board") desires to consider whether Route 755 Depot Road, From: Route 600 To: End of State Maintenance, a distance of 0.55 miles east of Route 600, should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board's six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

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

Voting no: None.

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B. Max Creek Road Closing Resolution

Mr. Clarke advised an amended resolution would need to be adopted with wording required by the Commonwealth of Virginia which states the exact length of the area to be closed.

RESOLUTION

WHEREAS, a public notice was posted as prescribed under §33.1-151, Code of Virginia, announcing a public hearing to receive comments concerning abandoning the section of Route 655 Max Creek Road described below from the secondary system of state highways, and

WHEREAS, the Commissioner of the Virginia Department of Transportation was provided the prescribed notice of this Board's intent to abandon the subject section of road, and

WHEREAS, In 1939 Route 655 Max Creek Road was a part of the Virginia Department of Transportation Secondary Road System for a distance of 1.9 miles and

WHEREAS, In 1944 a section totaling 1.3 miles of Route 655 was abandoned by Pulaski County Board of Supervisors, leaving a total of 0.6 miles to be part of the Virginia Department of Transportation Secondary Road System, and

WHEREAS, a request was made in 2014 by the Boy Scouts of America to abandon an additional 0.18 miles, and

WHEREAS, after a public hearing held June 28, 2014 and considering all evidence available, this Board is satisfied that no public necessity exists for the continuance of this 0.18 mile section of Secondary Route 655, from a point 0.42 miles south of its intersection with Route 693 to the end of current VDOT maintenance, a distance of 0.18 miles, the Board hereby deems that section of road is no longer necessary as a part of the Secondary System of State Highways.

NOW, THEREFORE, BE IT RESOLVED, this Board abandons the above described section of road and removes it from the secondary system of state highways, pursuant to §33.1-151, Code of Virginia.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Resident Engineer of the Virginia Department of Transportation.

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THIS RESOLUTION supersedes the terms of a Resolution executed on the 28th day of June, 2014.

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

Voting no: None.

C. Request for Moving of Stop Sign

Mr. Sheffey described receiving an inquiry from a citizen regarding a stop sign that is currently located on the right at the intersection of Ridge Road and North Drive, with the stop sign being located in the middle of the road at the intersection of Ridge Road and South Drive. Mr. Sheffey advised the citizen is requesting the stop sign that is currently located in the middle of the road to be moved to the right side of the road. Mr. Clarke advised he would have VDOT staff review the area and the sign would be moved if it was determined to be the best location for the stop sign.

D. 10th Street Extension Tree

Mr. Huber shared pictures of a large tree which has been losing limbs over the 10th Street Extension. Mr. Clarke advised VDOT staff would visit the area and contact the property owners to seek approval for VDOT to remove the tree.

E. Citizen Comments

There were no citizen comments.

F. Board of Supervisors Comments

Mr. Pratt expressed appreciation for the work by VDOT on Sayers Road.

Mr. Bopp requested VDOT send the brush cutting machine to Brookmont and Robinson Tract roads.

Mr. Bopp advised of the need for trimming of an oak tree on Veterans Hill.

Mr. O'Dell advised of the need for trimming of overhanging limbs on Little River Dam Road.

Mr. McCready expressed continued concern over the traffic issues in the area where traffic exits off of the I-81 exit ramp in Dublin, specifically in the area of the Newbern Exxon/Subway and inquired if VDOT had reviewed this area for lighting. Mr. McCready described a recent accident in this area.

By consensus, the Board requested Mr. Clarke, County staff, Mr. McCready and VDOT meet to determine if lighting, etc. would help in improving this area. Mr. Clarke advised he would provide potential meeting dates for VDOT's traffic engineering department to meet with Mr. McCready and County staff.

Mr. McCready thanked VDOT for the pothole patching on Little Creek.

Mr. Sheffey advised of having contacted Anthony Barnes of VDOT regarding railroad signs that had been knocked down and expressed appreciation to Mr. Barnes for having the signs reinstalled.

Mr. Clarke requested the County send a letter to VDOT acknowledging the need to close the Kent Farm Road bridge overnight for two nights. Mr. Clarke advised the project will likely go to bid in the spring of 2015, with the project to be completed within two years of the bidding.

Mr. Sheffey inquired of Mr. Clarke as to any official weather "forecast" for the 2014-15 winter months. Mr. Clarke advised the official weather National Weather Service conference is scheduled for sometime in October.

8. Treasurer's Report

Ms. Worrell described the Trial Balance, Statement of Investments and Sales Tax reports and confirmed personal property taxes are due October 15, 2014.

Mr. McCready noted the County's tax revenue is doing well, with the state's revenue continuing to struggle.

Mr. Huber described a \$10,000 error in additional sales tax revenues resulting from the RAAP reporting error.

9. Reports from the County Administrator & Staff:

Mr. Huber introduced Mr. Lynn Adams, Publisher with the Southwest Times.

A. Appointments

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

1. New River Valley Community Services Board

The Board appointed Bob Sisk to the New River Valley Community Services Board for a four year term ending June 30, 2017.

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2. Social Services Board

The Board reappointed Joe Sheffey to the Social Services Board for a term ending Sept. 30, 2018.

3. PEP Steering Committee

The Board reappointed Mark Rowh to the PEP Steering Committee for a term ending August 30, 2017.

B. Four Year Goals

Mr. McCready expressed appreciation for the new "project updates" section included in the weekly update and suggested consideration to changing the method for reporting new information each week and to continue with the Board receiving the Four Year Goals listing. Mr. Huber suggested staff could leave information in the weekly update from week to week, with new information/changes highlighted.

Mr. McCready suggested the following changes to the goals listing: "1.8.1 – Industrial Buildings – Construct 20,000-40,000 square foot building....." changing target date to 4/1/2016 due to activity at Commerce Park; and removing "3.2.1 – Housing – continue repair of tornado affected areas".

Mr. McCready inquired if the Baskerville project is still ongoing. Mr. Huber advised the project was in the second of the two phases.

Mr. McCready requested staff review item "10.5.5 Tornado Donations Expenditures" for possible closeout.

Mr. Sheffey requested an update on item "5.1.3 – Relocate NRCC Rt. 11 Entrance". Mr. McCready advised the grading is completed. Mr. Huber advised the next step in the NRCC project was the "substantial completion" which is expected to take place in December 2014.

Mr. McCready provided an update on "9.0.0 – Expand Shared Services" noting County and School staff, along with two members from each Board, were working on the joint services agreement and several revisions were being made by Dr. Brewster. Board members requested an electronic version of the agreement be sent to Board members when available.

Mr. O'Dell referenced item "8.3.2 – Large item drop center on south side....." and suggested the old Hiwassee school should be considered as a potential drop site, once the old school is torn down.

C. Resolution Requesting Community Meeting on the Proposed Mountain Valley Natural Gas Pipeline

Mr. Huber advised of learning about the proposed pipeline from the Floyd County Administrator noting the proposal could also affect Pulaski, Montgomery and Giles counties. Mr. Huber shared a resolution adopted by Floyd County, with a request by Floyd County for the Board of Supervisors to adopt a similar resolution.

Board members discussed similar circumstances related to the pipeline through Carroll County and the advantages of tapping into the lines. Mr. McCreedy suggested Pulaski County be an advocate for obtaining taps on a line on Rt. 100, should the proposed pipeline progress in that direction.

On a motion by Mr. McCreedy, seconded by Mr. O'Dell and carried, the Board of Supervisors approved requesting the gas company to provide a public briefing regarding their plans.

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

Voting no: None.

D. Legislative Issues

Mr. Huber requested the Board provide any suggestions for items to be included in the annual legislative listing, noting the main issue would be the tobacco tax matter. Staff was requested to send a copy of the draft letter to the Board via the weekly update.

E. VACo Voting Credentials

By consensus, the Board of Supervisors designated Joe Sheffey to represent Pulaski County at Annual Business Meeting.

10. Items of Consent

On a motion by Mr. Dean, 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. McCreedy, Mr. O'Dell, Mr. Sheffey, Mr. Bopp, Mr. Pratt.

Voting no: None.

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A. Approval of August 25, 2014 meeting

The Board approved the minutes of the August 25, 2014 Board meeting as presented.

B. Accounts Payable

The Board approved accounts payable for checks numbered 2040743 through 2041203, subject to audit.

C. Interoffice Transfers and Budget Adjustments

The Board approved the interoffice transfer #3 totaling \$29,191.65 and budget adjustments as follows:

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Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
100-041999-0000	Transfer from Reserves	\$ 493,661.31
		TOTAL \$ 493,661.31
EXPENDITURES:		
100-093000-9215	Transfer to School Capital Fund	493,661.31
		TOTAL \$ 493,661.31

GENERAL FUND #2015-04

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
100-016010-0200	Sheriff's Fees	\$ 90.00
100-014010-2000	Court Restitutions	50.00
100-016030-1100	State Asset Forfeiture Funds Sheriff	964.13
100-016030-1000	State Asset Forfeiture Funds Commonwealth Attorney	1,041.26
		TOTAL \$ 2,145.39
EXPENDITURES:		
100-031200-6017	State Asset Forfeiture Funds Sheriff	964.13
	State Asset Forfeiture Funds Commonwealth	
100-022100-6017	Attorney	1,041.26
100-031200-6001	Sheriff Office Supplies	90.00
100-031200-6011	Sheriff Uniforms	50.00
		TOTAL \$ 2,145.39

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GENERAL FUND #2015-05

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
		\$ -
	TOTAL	\$ -
EXPENDITURES:		
100-035102-5699	Pulaski County Humane Society Operating Expenses	10,000.00
100-091400-9301	Contingency Funds	(10,000.00)
	TOTAL	\$ -

GOVERNOR'S SCHOOL FUND #1

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
3-208-019010-0108	Tuition - Wythe County	\$ 104,739.00
3-208-041999-0100	Use of Year End Grant Balance	\$ 147,895.76
	TOTAL	\$ 252,634.76
EXPENDITURES:		
4-208-061100-1121-300-400	Classroom Instruction - Salaries & Wages Teachers	\$ 61,465.00
4-208-061100-1621-300-400	Classroom Instruction - Supplements	43,274.00
4-208-062100-3141-900-400-335	Gov. School Expansion grant - Other Professional Services	147,895.76
	TOTAL	\$ 252,634.76

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SCHOOL FUND #1

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
3-205-018990-3901	Carilion Athletic Trainer Grant	\$ 22,950.00
3-205-024020-4010	Plugged In VA Grant	\$ 46,000.00
3-205-024020-4020	Race to GED Grant	\$ 44,351.00
3-205-024020-4100	Technology - VPSA	\$ (26,000.00)
3-205-033020-2200	SWD Instructional Program Improvement grant	\$ 30,000.00
3-205-033020-2300	IDEA STEM Support grant	\$ 22,000.00
3-205-033020-2600	Title IIA	\$ 11,811.00
3-205-033020-0200	Title I	\$ 98,880.00
3-205-033020-1900	SPED Flow-through	\$ (403,578.00)
3-205-033020-4300	Twenty First Century Community Learning Centers grant	308,758.00
	TOTAL	\$ 155,172.00
EXPENDITURES:		
4-205-061100-3110-301-100-401	Classroom Instruction - Medical Dental & Hospital Services	\$ 22,950.00
4-205-061190-3141-900-700-330	Adult Education - Other Professional Services	46,000.00
4-205-061190-3141-900-700-331	Adult Education - Other Professional Services	44,351.00
4-205-068200-6050-950-100-337	Technology Instructional Support - Technology Hardware	(26,000.00)
4-205-061100-6050-300-200-941	SPED Classroom Instruction - Technology Hardware	30,000.00
4-205-061100-6050-300-200-942	SPED Classroom Instruction - Technology Hardware	22,000.00
4-205-061100-1121-200-100-950	Classroom Instruction - Salaries & Wages Teachers	11,811.00
4-205-061100-1121-200-100-991	Classroom Instruction - Salaries & Wages Teachers	98,880.00
4-205-061100-1121-200-200-979	Classroom Instruction - Salaries & Wages Teachers	(403,578.00)
4-205-061100-1621-204-100-953	Classroom Instruction - Supplements	166,504.00
4-205-061100-1621-300-100-956	Classroom Instruction - Supplements	142,254.00
	TOTAL	\$ 155,172.00

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SCHOOL CAPITAL FUND #1

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
3-209-041050-1000	Transfer from General Fund	\$ 493,661.31
	TOTAL	\$ 493,661.31
EXPENDITURES:		
4-209-066600-8150-900	Replacement - PCHS CTE Center Roof - Bldg. Additions & Improv	\$ 493,661.31
	TOTAL	\$ 493,661.31

D. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc.1. High Safety Project

The Board ratified a grant application to VDOT for selective enforcement project (alcohol) in the amount of \$21,240.

2. Native Vegetation Grant

The Board ratified a grant application for \$19,986 to planting of native vegetation in Claytor Lake, with local match of \$26,064 to be provided through in-kind assistance from the Friends of Claytor Lake, (FOCL), the Department of Game and Inland Fisheries and other interested parties.

E. Personnel Changes

The Board reviewed personnel changes as presented.

F. Workers Compensation Revisions

The Board approved revisions to the Workers Comp policy as follows, to include the "Company Nurse" program:

6. WORKMEN'S COMPENSATION POLICY

6A REPORTING OF INJURY

The following is a check list for employees to refer to should a workplace injury occur.

STEP 1:

For life or limb threatening injury only, call 911!! Then report the injury/incident after the employee is stabilized.

1. Advise supervisor of ANY accident or injury immediately.
2. In a quiet location, the employee and/or supervisor will contact the Company Nurse at 888-770-0925;
3. You will be asked to provide the following information during the call:
 - Search Code
 - Employer name and/or worksite
 - Employee personal information
 - Injury details: Who? What? When? Where?
4. Possible outcomes as result of the call:
 - Self-care or basic first aid; OR
 - Referral to medical facility by a Nurse – Occ Health, Urgent Care or ER
5. After examination by doctor return all forms to supervisor. Supervisor should submit all completed forms to the Human Resources Department.

STEP 2:

The Nurse Line will conduct the following:

- Report of injury is emailed or faxed to key stakeholders at the employer.
- If injured employee is referred for medical treatment, an alert will be sent immediately to the medical provider to expect the employee at their facility.

STEP 3:

The Nurse Line will conduct the following:

- Additional Nurse Advice: Employees who were triaged by a nurse but not initially referred, are encouraged to contact the Nurse Line again if injuries become worse or new symptoms develop for which they require additional nurse advice or injury triage services and a possible referral for medical treatment.

The Company Nurse will handle all initial reporting of workplace injuries and is available 24 hours per day/7 days per week. The Company Nurse will complete the first report of injury form and fax it to the claims processing administrator at VACORP.

Prescription drugs for work related injuries may be requested via participating pharmacies through the Express Scripts Program of VACORP. The employee must have the supervisor complete the information requested and present their ID card to receive up to 14 days of the prescription at no cost to

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the employee. If the employee chooses not to use this option, the employee must then pay for the prescription and request reimbursement through VACORP.

6B. FORMS REQUIRED

APPRAISAL OF PHYSICAL CONDITION

The supervisor or employee must have the appraisal of physical condition completed by the attending physician and return it to the HR department upon completion.

6C. LOSS WORK DAYS

All job related injury/illnesses should be immediately reported to the employee's immediate supervisor. Lost work days due to a job related injury or illness shall be recorded as workers compensation leave on the employee's time sheet.

Supplemental Benefits

An employee that is incapacitated from work due to a work-related injury or illness (as designated by a panel physician) will remain on the payroll with full pay for the first seven working days of absence.

If the incapacity is deemed compensable and extends beyond the initial seven calendar days, workers comp payments of 66 2/3% of the employees gross average weekly wage shall commence with the 8th day of incapacity; however, time of payment to the employee will be determined by VACORP.

The employee may elect to use earned (comp time, annual leave, sick leave - in this particular order of precedence) leave to supplement his/her compensation up to the amount of his/her gross pay. If this option is chosen, then the employee shall sign the workers comp check over to Pulaski County and in return will receive payment from Pulaski County of his/her normal gross pay from the available earned leave balances.

Earned leave cannot be used concurrently with workers comp benefits. If the employee chooses to only receive the workers comp benefit, then he/she will not accrue annual or sick leave on a monthly basis while out of work.

The County shall continue to pay Virginia retirement benefits and its share of health and dental insurance premiums as long as the employee is receiving leave payments. The employee shall be responsible for health insurance contributions and all payroll deductions that are normally deducted from the employee's salary.

Overpayments resulting from wages paid for part or all of pay period shall be recouped by one of the following methods:

- a. adjusting current leave balances
- b. adjusting future pay; or
- c. billing for repayment, whichever is most appropriate.

Return to work

Since Pulaski County recognizes that their employees are a valued and limited resource, this program is designed to:

- Assist in the medical recovery process by providing a focus and a goal for return of the injured employee.
- Benefit employees by allowing them to return to full wages as soon as possible.
- Benefit employer by reducing workers' compensation costs.

The County shall make every effort possible to accommodate employees in need of light/modified-duty work assignments. Determination of light/modified-duty assignments shall be left to the discretion of the employee's workers comp physician. A light/modified-duty assignment shall be within the employee's medical capability and may or may not be in the same occupation, department, hours, or pay scale the employee was performing prior to the work related injury or illness.

If an employee refuses a light/modified-duty assignment that is within his capabilities, the County shall contest the employee's entitlement to further workers comp benefits before the Virginia Workers Compensation Commission.

G. Leave Tables

The Board approved amending the annual and sick leave policies as follows:

E1. ANNUAL LEAVE POLICY

All full-time permanent employees of the County of Pulaski shall be granted annual leave by the County as follows:

ANNUAL LEAVE SCHEDULE

<u>Years of Service</u>	<u>Days Earned per month</u>	<u>Days Earned per year</u>	<u>Maximum Accumulation</u>
1-5	1	12	24 days
6-10	1 ¼	15	30 days
11-19	1 ½	18	36 days
20 & over	1 ¾	21	42 days

Employees on vacation leave shall be paid their prevailing wage based on the prevailing scheduled work week. Annual leave is earned only upon completion of a full calendar month of employment.

Vacation leave schedule shall be planned by department heads so as to obviate the need for temporary increase in personnel.

Except in cases of illness or emergency, annual leave must be approved at least 24-hours in advance of taking time off. Unless there is an emergency involving the wellbeing of the employee or immediate family, employees should contact their supervisors at least one hour prior to the start of the workday if they anticipate utilizing sick leave.

Upon separation or retirement a full-time employee shall be paid for all accrued annual leave, not to exceed above maximums. In the event of death of the employee, the employee's estate will be paid for accumulated annual leave.

Annual leave accrued above the maximum rate above, are lost by the employee if not used by December 31st of each year *unless specifically approved by the County Administrator in situations*

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where unexpected departmental vacancies make it difficult for remaining employees to take time off. (adopted, PSA 11/9/10 and BOS 11/22/10).

Permanent part-time employees who work at least 20 hours per week shall be entitled to annual leave on a pro-rate basis as outlined below:

20-25 hours per week - .50 day per month
26-30 hours per week - .75 day per month
31-35 hours per week - .88 day per month
36-40 hours per week - 1.00 day per month

Annual leave will also increase at a pro-rate basis for each five years of completed service and the same maximum accruals shall apply as does for full time employees. (Adopted, PSA September 9, 2014 and BOS September 22, 2014). These changes will not be retroactive and will commence the following month after adoption by both Boards.

E2. SICK LEAVE POLICY

Sick leave shall be defined as leave with pay granted for an illness; bodily injury resulting in temporary disability; medically required confinement; and medical and dental appointments; and illness in the home requiring the presence of the employee. A physician's certificate may be required by a department head or supervisor at any time as evidence of illness before compensation for such absence is allowed, but in any case a certificate certifying the reason for sick leave request shall be signed by the employee.

When it becomes evident an employee shall be unable to be at work for an extended period of time (three (3) consecutive working days), the employee must furnish the department head or supervisor with a written statement from his/her physician. This statement shall include:

- a. the nature of the employee's condition;
- b. the expected date on which the employee will be able to return and perform normal work duties (in cases where applicable); and
- c. the approximate anticipated date of medical release by the physician.

The above medical statement shall also apply when an employee is unable to be at work for an illness of an immediate family member. An immediate family member shall be defined as spouse, parent, son, daughter, grandchild, step-children and step-parents.

Sick leave with pay shall be earned at the rate of 1 ¼ day per full month worked for all full-time permanent employees. Sick leave, if not exhausted in the year in which it accrues, may be carried over from year to year without limit. Employees shall retain all benefits and seniority while on approved sick leave.

For full time employees hired after January 1, 2014 or designated as participating in the VRS Hybrid retirement plan, shall accrue sick leave on the following basis:

Years of Service	Sick leave credit earned per month
0 through 4	.67 days
5 through 9	.75 days
10 and beyond	.83 days

Sick leave, if not exhausted in the year in which it accrues, may be carried over from year to year with a limit of 60 days.

Sick leave shall be extended on a pro-rate basis to all permanent, part-time employees who work at least 20 hours per week as follows:

- 20-25 hours per week - .63 day per month
- 26-30 hours per week - .94 day per month
- 31-35 hours per week - 1.10 days per month
- 36-40 hours per week - 1.25 days per month

(Adopted, PSA September 9, 2014 and BOS September 23, 2014. These changes will not be retroactive and will commence the following month after adoption by both Boards.

In cases of illness an employee shall notify his department head by telephone or messenger promptly.

Once a department head determines sick leave can no longer be granted and additional leave days are required, refer to other appropriate leave policies (eg., annual leave, leave without pay, family medical leave, etc). Absence for a job related injury shall be recorded as injury leave.

An employee's abuse of this policy may result in the employee's immediate dismissal from the County, or such other disciplinary action which may be appropriate.

Employees on approved sick leave shall be paid their prevailing wage based on their usual prevailing scheduled work week not to exceed 40 hours per week.

Sick leave balances are not paid to an employee resigning or terminated; however, 25% of any unused sick leave is paid to an employee upon service or disability retirement from the County.

In addition, an employee leaving the employment of the County may donate up to 50% of unused sick days to the sick leave bank. Employees hired after January 1, 2014 or designated as participating in the VRS Hybrid retirement plan will not be eligible to receive transferred sick leave days.

H. Christmas Gift

The Board approved increasing the Christmas gift provided to each employee from \$20 to \$25 to allow for employee to net at least \$20 as result of the gift being taxable.

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I. 40th Anniversary of PCHS Supplement Advertisement

The Board approved purchase of a \$125 ad with the following wording: "Pulaski County Board of Supervisors – Proud of the Past and Looking to the Future".

J. Constitution Week Resolution

The Board ratified the following resolution declaring September 17-23 as Constitution Week:

WHEREAS, September 17, 2014 marks the two hundred and twenty-seventh anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

WHEREAS, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

WHEREAS, public law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week;

NOW, THEREFORE, I Joseph L. Sheffey, Chairman of the Pulaski County Board of Supervisors, do hereby proclaim September 17-23, 2014 to be CONSTITUTION WEEK.

K. VITA Grant – Regional Map

The Board approved participation in the MERG II project currently underway with Galax as an extension of the county's previous MERG project, with Galax officials writing the regional grant application which will provide funding for five years.

L. Wording of Resolution Requesting General Assembly Authorization of Option to Consider Local Cigarette Tax

The Board approved adopting as formal resolution, with final wording of said resolution to be included on the October 27, 2014 Board agenda, and also for including the tobacco tax request in a letter to state legislators with 2015 legislative requests.