

BOARD OF SUPERVISOR SPECIAL MEETING
APRIL 20, 2015

At a special meeting of the Pulaski County Board of Supervisors held on Monday, April 20, 2015 at 6:00 p.m. in the Information Technology Training Room located on Commerce Street in the Town of Pulaski, the following Board of Supervisors members were present: Joseph L. Sheffey, Chairman; Charles Bopp, Vice-Chairman; Andy McCready; Ranny O'Dell; and Dean Pratt.

County staff present included; Karen Thompson, Assistant County Administrator for Management Services; Diane Newby, County Finance Director; Jared Linkous, County Engineer; and Gena Hanks, Clerk to the Board of Supervisors.

1. Dinner, Welcome and Call to Order

Mr. Sheffey welcomed those in attendance.

2. Closed Session - 2.2-3711.A.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.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. McCready, seconded by Mr. O'Dell and carried, the Board of Supervisors entered a Closed Session for discussion of the following:

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:

- PCHS Roof
- Revised Agreement with the Department of Game and Inland Fisheries

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. Bopp 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. O'Dell, 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.

3. Others Matters

A. Department of Game and Inland Fisheries Boat Storage Facility Lease

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board authorized the Chairman of the Board of Supervisors to execute a revised Deed of Lease between the County of Pulaski and the Commonwealth of Virginia, Department of Game and Inland Fisheries, with said revisions to include the following and subject to review and concurrence by the County Attorney:

- o 19. **PRIOR AGREEMENT.** This Deed of Lease replaces and supersedes the prior Cooperative Agreement between the parties dated September 25, 2013 and that Cooperative Agreement is hereby declared by the parties to be null and void; and
- o appropriate language indicating that, at the end of the term of the lease, the Department of Game and Inland Fisheries is responsible for

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demolishing the building and restoring the building site to its original conditions, or leave the building for Pulaski County and it is the landlords option as to which;

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

Voting no: None.

B. Update on Flooding

Mr. Linkous advised of touring a number of sites in the county, along with Josh Tolbert, Emergency Management Coordinator. Mr. Linkous advised the flooding conditions were higher than in the recent past when heavy rains had occurred and that potential issues resulting from the flooding were being monitored.

4. FY 16 Budget Review

A. Dublin Drop Site Improvements

Mr. Linkous advised that bids were received on April 1, 2015 for the Dublin Drop Site Improvements, with Simpson Construction being the apparent low bidder at \$367,320.61. Mr. Linkous advised the bid was less than the anticipated estimate. Mr. Linkous advised that approximately \$120,000 in Pulaski/Dublin/Radford (PDR) funds are being used for interior finishes at the County Garage and recommended a like amount contribution of \$120,000 by the Board of Supervisors for improvements to the Dublin Drop Center. Mr. Linkous also advised that the bid award must be made within 60 days, or by May 1, 2015.

Mr. McCready questioned the purpose of the Board of Supervisors being requested to fund the \$120,000. Mr. Linkous described the history of the "PDR" funds and advised that the NRRRA had indicated the funding had increased through reservation of a part of the daily tipping fee receipts and exceeding the amount of money needed for maintenance and needed to be used, resulting in a staff recommendation for use at the Dublin Drop site. Mr. Linkous advised the \$120,000 was to pay the PSA back for the funds borrowed to work on the garage improvements. Mr. Linkous also advised that funding of the Drop Center improvements by the Board of Supervisors prior to June 30 would simplify accounting for fixed asset contributions from the PSA and Board of Supervisors to two projects over two fiscal years.

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On a motion by Mr. Pratt, seconded by Mr. Bopp and carried, the Board of Supervisors approved expenditure of \$120,000, to be paid out of the county's reserves, to be used for improvements to the Dublin Drop site.

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

Voting no: None.

B. Sheriff's Department Vehicle

Mr. McCready described events surrounding a new sheriff's style vehicle having been delivered to the County Garage Facility by mistake of the vendor. Mr. McCready advised the State contract price to purchase the vehicle to be approximately \$29,000 and that the Sheriff has \$12,640 left over in available funding after the purchase of Sheriff's vehicles in the current fiscal year. Mr. McCready advised that Sheriff Davis would like to request an additional \$16,360 from Contingency Funds to purchase this vehicle and then purchase four Sheriff's vehicles instead of five in budget year 2015-2016, reducing the cost in FY 2016 budget from \$130,000 to \$104,000. Lastly, funding in the current fiscal year would avoid having to arrange for returning the vehicle to the dealer with subsequent redelivery after July 1.

On a motion by Mr. McCready, seconded by Mr. O'Dell and carried, the Board approved transferring \$16,360 from contingency to the Sheriff's Department to allow for the purchase of a vehicle, noting only four vehicles would be purchased by the Sheriff as a part of the FY 16 budget.

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

Voting no: None.

C. Other Budget Matters

Board members reviewed the expenditure summary in detail, specifically reviewing each department by line item.

Board members requested staff follow-up on the following matters related to the budget:

- Cloyd's Mountain Landfill – staff to provide explanation as to the purpose of the county paying for landfill and not the PSA

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- Health Department – staff to invite Health Department representative to attend April 27, 2015 meeting to provide summary of services offered
- NRV Senior Services Board – staff to obtain additional information from agency and invite to future budget work session, if appropriate
- Pulaski Community Partners Coalition – staff to obtain report or narrative on status of organization
- Fine Arts Center – staff to advise FAC of plans to cut \$10,000 and invite representative to attend May 4th budget work session for presentation
- New River Historical Society – staff to obtain status of renovation of old Newbern Jail
- Budget Documents - Finance Director requested to reorganize the “Debt Services” heading on the Expenditure Summary with sub listings
- Landfill Sewer Line – staff to provide explanation as to the purpose of the county paying for line and not the PSA
- Software – staff to contact other local governments to determine type of financial software being used
- Finance Department – staff to contact other local governments to determine staffing levels in each localities respective financial department and provide recommendation to Board of Supervisors
- Sheriff’s Server Replacement – staff to determine status of need to replace server
- Tower Maintenance and Communications – staff to provide recommendation on potential for splitting half of funds in the current years budget and half in FY 16 funding
- School Buses – staff to obtain status of school bus needs and provide update to Board via the weekly update
- Presentation of FY 16 Audit – staff to invite Robinson, Farmer, Cox Associates to attend April 27, 2015 Board meeting for presentation

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5. Next Meeting and Adjournment

Mr. Sheffey advised of a Region 12 Virginia Association of Counties Legislative meeting being held on Wednesday, April 22, 2015 at 7:00 in Wytheville, with the potential for there to be three or more Board members. Ms. Thompson advised she would also be attending the meeting.

On a motion by Mr. O'Dell, seconded by Mr. Bopp and carried, the Board adjourned its budget work session. The next meeting of the Board of Supervisors is its regular monthly meeting to be held on Monday, April 27, 2015 beginning with a Closed Session at 5:30 p.m., followed by a regular meeting beginning at 7:00 p.m. with said meeting being held in the Board Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski.

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



Peter M. Huber, County Administrator


Joseph L. Sheffey, Chairman