
ITEM (Follow-up Action)	PRESENTED BY
1. Invocation	
2. Additions to Agenda	
3. Public Hearing: -To consider the sale or disposition of property, including a lot and building, located at 159 Fourth Street, NW on the corner of Fourth Street and Randolph Avenue, in the Town of Pulaski and shown on Pulaski County tax map as parcel number 072-32-BL3-2, 4, 6, 8, & 10 (No public comment heard - Obtain value from Commissioner of Revenue staff and recommend a plan for disposal - Place on February agenda)	Mr. Morgan Ms. Hanks
4. Highway Matters:	Mr. Brugh (unless noted otherwise)
a. -Follow-up from previous Board meetings: 1. -Request for a Formal Speed Study on Rt. 690, Shelburne Road (VDOT to erect maximum safe speed sign at major curve with curve delineation signs along the curve - VDOT also to add distance to school bus stop on warning sign and to consider centerline striping)	
2. -Interstate 73 Corridor Study (Endorsed PEP recommendation for corridor following Routes 100 and 52 - Make presentations at VDOT hearings and to VDOT director of planning Richard Lockwood)	Mr. Huber
3. -Town of Dublin Safety Concerns: Light at Rt. 100, Cleburne Blvd., and Rt. 1026, Hawkins St. 4th Street, Rt. 1005, increased traffic, avoiding Rt. 11, Lee Highway (VDOT to respond after review by district staff - Place on February agenda)	Ms. Hanks
b. -Other Matters (Supervisor Sheffey requested pavement edge lining on Brooklyn Road - Resident engineer advised road too narrow for this assistance)	

(Supervisor White requested hazardous hole be filled in at edge of culvert near Mount Olivet Methodist Church, Mount Olivet Road, Route 710 - VDOT will address)

(Supervisor Fariss requested guardrail on Route 693, on downhill section approaching Hoover Color - VDOT will address)

(Supervisor Crawford requested trimming brush overhanging, Route 672, Lowman's Ferry Road, to reduce snow and ice accumulation - VDOT will address)

5. Citizen Comments

6. Treasurer's Report

(Publish delinquent real estate taxes for 1990)

Ms. Burchett

7. Reports from the County Administrator and Staff:

a. -Appointments:

1. -Planning Commission

(Seek a Robinson District commissioner in the following order: Bobby Brown; Bill Breedlove; and Jim Webb)

Mr. Morgan

2. -Social Services

(Reverend Anthony Daniels appointed)

Ms. Hanks

3. -Library Board

(Seek a Draper District resident as a representative in the following order: Anne Armbrister; Bob McKinney; Betsy Palmer; and Katie LaFleur)

Ms. Hanks

4. -New Century Council

(County administrator designated to serve as county representative, with assistant county administrator as an alternate - Both administrator and assistant to be available for task force service regarding the task forces on economic development and infrastructure - Advise council director Bev Fitzpatrick)

Mr. Huber/Ms. Hanks

5. -Office on Youth

(Jeannette Sheffey reappointed - Ms. Gregory to recommend a nominee for the remaining vacancy - Place on February agenda)

Ms. Hanks

Ms. Gregory

Ms. Hanks

6. -Pulaski County Sewerage Authority

(All members reappointed)

Ms. Hanks

7. -CHIP

- (Ms. Gregory to serve)
- Gregory
- Ms. Hanks/Ms.
8. -Complete Listing Due in 1994
 - b. -Setting of Regular Meeting Date and Time for 1994
(Supervisors monthly meeting will remain on the fourth Monday at 7:00 p.m., except December which will be on the third Monday, December 19)
 - c. -Budget Calendar
(Approved - Include with instructions for submittal of budget requests)

Ms. Burchett
 - d. -VACO/VML 1994 Legislative Day
(Register Supervisor Vaughan and the county administrator)

Ms. Hanks
 - e. -Examples of County Seal
(Rework and submit at February meeting - Review design at department head staff meeting - Place on February agenda)

Ms. Gregory

Ms. Hanks
 - f. -Lilly Dell Sewer Survey Response
(Proceed with design alternate to allow residential service when Matson landfill is constructed - Consider community meeting prior to awarding construction contract)

Mr. Huber/Mr. Morgan
 8. Items of Consent:
 - a. -Minutes of December 20, 1993
(Approved)

Ms. Hanks
 - b. -Accounts Payable
(Approved)

Ms. Spence
 - c. -Transfers and Appropriations:
Court Services Request for Appropriation to Cover Telephone Expenses
(Take under advisement - Request Court Services Unit director present a plan to curtail overall office expenses borne by county)

Mr. Morgan
 - d. -Contracts and Change Orders:
 1. -Courthouse Exhibits Design Services
(Approved engaging Jon Jager of

Mr. Morgan/Ms.

The Designing Eye at a cost not to exceed \$20,000 for a turn key project)
 2. -County Entrance Arches Mason Services
(Authorized negotiation of contract
- Gregory

- with mason Randall W. Jones)
- Mr. Morgan
3. -Agreement with Johnson Controls for Automatic Temperature Controls at Historic Courthouse
(Approved - Execute agreement) Mr. Morgan/Ms. Hanks
 4. -Cloyd's Mountain Landfill Groundwater Monitoring
(Ratify agreement with Dewberry and Davis engineers, addendum #8)
 - e. -Personnel Changes
(Reported)
 - f. -General Properties Staffing
(Designated current social services Ms. Burchett/Mr.
Morgan
employee Roger Leonard as general properties maintenance foreman - Maintain current three county general properties employees within budget planning under the supervision of Mr. Leonard - Eliminate general properties supervisor position upon retirement of James Kanode, planned for June - Transfer custodial supervision to Director of Management Services beginning in July)
 - g. -Pay Adjustment - February 1
(Approved adjustment effective February 1 for eligible employees moving towards full pay) Ms. Burchett
 - h. -Health Department FY 94 Budget
(Defer approval to February supervisors agenda) Mr. Morgan/Ms. Hanks
9. Citizen Comments
10. Other Matters From Supervisors
(Schedule hearing at February meeting on approval of easement from Fairview Home property for sewerline from adjacent property - Advertise hearing on February 13 and 20) Ms. Hanks
- (Explore regional coordination within the New River Valley of emergency medical services, particularly ambulance protocol - Report on status at February supervisors meeting - Place on February agenda) Mr. Crigger
Ms. Hanks
11. Executive Session - 2.1-344(A)
Personnel
Legal
Land Acquisition/Disposition

Prospective Industry
(Distribute to Board of Supervisors a copy
of Draper Aden study on sewerline corrosion)

Mr. Coake/Ms. Hanks

12. Adjournment
(Reconvene January 31 for joint meeting with
towns at Pulaski Train Station)

January 17, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

a. Follow-up from previous Board meetings:

1. Request for a Formal Speed Study on Rt. 690, Shelburne Road - A meeting with the resident engineer, representatives of the Salem District headquarters, Sheriff Dobbins and interested residents is planned for 6:00 p.m. prior to the January 24 Board of Supervisors meeting. A report can be made by the resident engineer following that meeting.

2. Interstate 73 Corridor Study - The Pulaski Encouraging Progress membership has requested an endorsement from the Board of Supervisors of a route for Interstate 73, passing through Giles, Pulaski, and Carroll counties of Virginia, as well as Surry and Forsythe counties of North Carolina, generally along the routes of current Route 100 and Route 52. This route is being proposed as the most direct route through Virginia that is an alternative to existing Interstate 77. This route would also allow a safer path for the transport of hazardous materials, which are now prohibited from the Interstate 77 tunnels and pose a hazard on Route 100 over Cloyd's

Mountain. This direct route should be the least expensive both for construction and for the traveling public.

Enclosed is a letter from VDOT with the schedule of information meetings on the I-73 route.

3. Town of Dublin Safety Concerns:
Light at Rt. 100, Cleburne Blvd., and Rt. 1026, Hawkins St.; and 4th Street, Rt. 1005, increased traffic, avoiding Rt. 11, Lee Highway.

These items were referred to the resident engineer at the December meeting.

See enclosed letter from Dublin Town Manager.

b. Other Matters - Any other road matters supervisors may have can be discussed at the meeting.

JNM/gh

cc: J. D. Brugh, Resident Engineer

January 17, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from the County Administrator and Staff

a. Appointments:

1. Planning Commission - A vacancy exists for the Robinson District.
2. Social Services - Reverend Anthony Daniels of First Baptist Church of Pulaski has agreed to be appointed to the position vacated due to the resignation of Reverend Maynard Powell

3. Library Board - A vacancy exists from the Draper District. Mr. Hoover Mitchell was unable to accept the Board's invitation for appointment.

4. New Century Council - See enclosed request for an appointment.

5. Office on Youth - The positions of Ms. Mary Britt and Ms. Jeannette Sheffey expire January 31. Ms. Sheffey desires to be reappointed. Ms. Britt does not.

6. Pulaski County Sewerage Authority - All members appointments expire January 31. All are eligible for reappointment. The current appointees are: Dale Boyd; Robert Bruce; Kyle Dehart; Derwood Loar; and Winston Snead. Mr. Charles Flynn serves as an alternate.

7. CHIP - See enclosed an invitation from the New River Community Action agency to appoint a member to the Advisory Council of the Comprehensive Health Investment Project of the New River Valley. The project is concerned with providing regular health services to children under five years of age. It is recommended that Community Relations Coordinator Gregory be appointed to provide a liaison with this new agency.

8. Complete Listing Due in 1994 - Enclosed is a printout of appointments due in 1994.

b. Setting of Regular Meeting Date and Time for 1994 - The January meeting is the annual organization meeting of the Board. Organizational matters that need attention are the establishment of the regular meeting date for the year. It is recommended the regular meeting date remain as the fourth Monday at 7:00 p.m., except that the December meeting date be moved to the third Monday, December 20, to avoid holding the meeting between Christmas and New Year's.

c. Budget Calendar - Enclosed is a recommended budget calendar. Due to the current session of the General Assembly being a long session, the calendar is somewhat delayed in requesting agencies to submit budget requests; however, the calendar does allow completion and adoption of the budget by the May supervisors meeting.

- d. VACO/VML 1994 Legislative Day - See enclosed registration form. The reservation deadline is January 27. Please advise if any supervisor will be able to attend.
- e. Examples of County Seal - Enclosed are four rough designs of a county seal, focusing on the old courthouse clock tower as a symbol of excellence. Please advise if this concept and any of the four designs is appealing. If so, a more finished design can be presented to the Board for approval.
- f. Lilly Dell Sewer Survey Response - As requested by the Board, a survey is being conducted of residents in the Lilly Dell area to determine interest in sewer service. A report on that survey is enclosed. Current plans are to design the sewer line to the Cloyd's Mountain landfill to allow conversion at some future date to serve the Lilly Dell area. However, if a strong response to the survey from residents indicates a desire to pay for service now, that will be reported to the Board.

JNM/gh

January 17, 1994

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of December 20, 1993 - See enclosed.

b. Accounts Payable - A listing of accounts payable will be provided prior to the meeting.

c. Transfers and Appropriations - Court Services Request for Appropriation to Cover

Telephone Expenses - See enclosed letter from the Director of Court Services

requesting an additional appropriation. I have recently met with Juvenile and

Domestic Relations District Court Judge William Thomas and Court Services

Director Moore regarding the continuing lack of funding from other localities

served by this office. It is recommended the request for an additional

appropriation be taken under advisement and Mr. Moore be requested to present a

plan to curtail the overall office expenses, particularly telephone expenses.

Curtailement should focus on service to localities other than Pulaski County.

These localities are not contributing to the expense of the district court

service office location in the basement of the County Administration Building.

d. Contracts and Change Orders -

1. Courthouse Exhibits Design Services - See enclosed proposal received from

the Designing Eye. The courthouse exhibits sub-committee will be meeting

with a representative from this firm to negotiate details. The details of

the proposed services will be presented at the January 24 meeting.

2. County Entrance Arches Mason Services - See enclosed proposal from W.

Randall Jones. Authorization is requested to accept the proposal,

negotiate costs and prepare a purchase order for design of the first

entrance arch, to be located in Fairlawn.

3. Agreement with Johnson Controls for Automatic Temperature Controls at

Historic Courthouse - Authorization to enter this service contract for an

annual fee of \$816 is requested. A copy is enclosed.

e. Personnel Changes - See enclosed report of recent personnel changes as prepared

by the Director of Management Services.

f. General Properties Staffing - With the planned retirement in June of General

Properties Supervisor James Kanode, it is recommended that the General

Properties Department be reorganized. It is recommended that the custodians

report directly to the Director of Management Services and the County

Administrator. It is recommended that the general properties superintendent

position be deleted. In its place, a general properties maintenance foreman is

recommended. Enclosed is a job description for the general properties foreman.

The salary range recommended is \$20,000 to \$25,000. The job description for the

remaining three staff members of the General Properties crew is recommended for

change to building maintenance mechanic. There are currently two maintenance

mechanics and one maintenance electrician. The specialized electrician position

is no longer deemed necessary, rather a general position is desired. No change

will be needed for the salary ranges for the building maintenance mechanic,

which are now \$15,656 to \$19,570 for the maintenance mechanic and \$18,128 to

\$22,660 for the building maintenance mechanic senior. Eliminating the general

properties supervisor position removes from the payroll a position with a full

pay of \$31,415. Recommendations from personnel to fill these four positions are

recommended for discussion in executive session.

g. Pay Adjustment - February 1 - Board of Supervisors employees are due an

adjustment to full pay effective February 1. Pursuant to the pay plan adopted

by the Board in 1993, authorization to make the pay adjustment is requested.

Unless a specific request is made directly to the Board of Supervisors, no pay

increase greater than a five percent adjustment is authorized. Only employees

who are not at full pay will receive an adjustment. Enclosed is a listing of

the affected employees and their salary effective February 1.

h. Health Department FY 94 Budget - Enclosed is a response from the Health

Department comparing our contribution with that of other counties. The

information requested is still incomplete. Therefore, I recommend final

approval for the current year's budget be carried over to the February supervisors meeting. Our per capita local match of \$6.88 would be the second highest in the New River Health District if the increase from \$196,924 to \$237,382 is awarded.

JNM/gh

January 17, 1994

TO: Board of Supervisors
FROM: Joseph N. Morgan, County Administrator
SUBJECT: Executive Session - 2.1-344(A)

An executive session pursuant to Section 2.1-344(A) of the 1950 Code of Virginia, as amended, for the purpose of discussing the following is requested:

Personnel

Leonard, General Properties Staffing - It is recommended that Mr. Roger currently a maintenance/custodian employee of the Department of Social Services, be employed at the General Properties Maintenance Foreman. It is recommended he be allowed to transfer accrued leave from the Board of Social Services to the Board of Supervisors personnel system. Along with the transfer, it is recommended that custodial services be provided to the

Department of Social Services from our contract cleaning service. Mr. Leonard has been on loan to our building crew for the last year to assist with social services renovation.

In addition, it is recommended that the three Board of Supervisors employees currently involved in maintenance services be retained, with Mr. Richard Thomas and Mr. Mike Tolbert serving as Senior Building Maintenance Mechanics and Mr. Tony Dehart as a Building Maintenance Mechanic. It is anticipated the services of all four of these gentlemen will be needed through 1994; however, in preparing the FY 94-95 budget, an additional reduction in force of one of these positions will be further evaluated.

Legal

Pulaski Interceptor Sewer Line Corrosion - The county attorney, county engineer and I met with representatives of the towns of Dublin and Pulaski on this matter on January 14.

The estimated cost for replacement of the sewer line, known as the Pulaski interceptor, from the Dublin Livestock Market along Main Street in Dublin, crossing under the railroad near the Commonwealth Attorney's office and extending to Electroplate Rite is \$800,000. Study of damage and needed corrections in what is known as the Dublin interceptor, between Electroplate Rite and the New River, is expected to cost an additional \$200,000. Therefore, cost of upwards to \$1 million are known at this time.

All are in agreement that the work needs to be done. The Town of Pulaski is pursuing Farmers Home Administration financing for the repairs. That financing would stretch the cost over forty years at 5% interest. It appears doubtful that any third party, either the engineering firm or contractor involved with the original work, can be held liable for damages. The county attorney will be contacting Olver, Inc. to determine if they

wish to volunteer to donate engineering services to accomplish the repair.

The major point of contention may be whether this placement is an ongoing maintenance cost or a capital cost. Under the user's agreement, the county Public Service Authority would pay almost one third of capital improvements, but maintenance would be based on the flow, which is currently less than ten percent. The county attorney is researching this matter to determine whether the position most favorable to the county that can be substantiated.

The Town of Pulaski requests the Board of Supervisors be briefed on this matter at its January 24 meeting. In addition, they invite a joint discussion by the Board and both town councils in executive session on this matter on January 31, should the Board of Supervisors so desire.

NRRA Membership - Montgomery County - At its January 19 meeting, the NRRA will consider Montgomery County membership. The enclosed resolution has been prepared by NRRA Counsel Spiers. An update on the matter can be presented at the January 24 supervisors meeting.

New River Industrial Park Sludge Disposal - See enclosed memorandum requesting authorization to consider sludge disposal by Pepper's Ferry Regional Waste Water Treatment Authority on the bottom land of the former AT&T site.

Dublin Boundary Adjustment/Annexation - The county attorney and I met with Dublin Town Manager Elander and Town Attorney Baker on December 28. We have scheduled a meeting on February 2 in Richmond to discuss how a boundary adjustment to include the Burlington, Flow Labs, Lucky Winner and Marshall Concrete properties can be prepared to satisfy the requirements of the Virginia Commission on Local Government. The Virginia Commission on Local Government and court approval is needed for boundary adjustments or

annexations that include a fixed moratorium before additional annexation can be considered. It is our understanding that the Board would prefer any annexation mutually agreed upon to include a time limit.

D + S Distribution - See enclosed correspondence regarding a dispute between Landmark Builders and D + S Distribution regarding payment for building plans developed but never carried through to construction. This matter is presented for your information. No action is recommended unless the county attorney has a recommendation.

Land Acquisition/Disposition

The assistant county administrator and the county engineer may have information to share on our work with New River Industries and GIV/LOTUS for a corporate headquarters at the former AT&T site.

Prospective Industry

The assistant county administrator is working with Diversified Apparel Resources for a refinancing. He may have information to share. No action is anticipated needed from the Board of Supervisors.

We also may have information from Warner Lambert regarding their continued interest in a new warehousing facility. We have represented that the Industrial Development Authority would seek to pass through the cost for ten years of a fifteen year amortized lease on a new building either on the Warner Lambert site or adjacent to it in the Corporate Center. The last five years of the financing would not be guaranteed, but substantial equity in the building would be developed by that time. Warner Lambert would guarantee ten years lease payments.

JNM/gh