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ITEM (Follow-up Action)	KEY STAFF
1. Invocation	
2. Additions to Agenda	
3. Highway Matters:	Mr. Brugh (unless noted otherwise)
a. -Follow-up from Previous Board meetings:	
1. -Request for Signage for School Bus Stops on the Lone Cedar Hill, along Route 693, Lead Mines Road, between ends of Route 672, Baptist Hollow Road and on Cherry Branch Road, Route 613 (Administrator reported School Board to send letter to VDOT for signage request - Place on November agenda for update by VDOT)	Ms. Hanks
2. -Request for a Formal Speed Study for Route 693, Lead Mines Road, on the Outskirts of the Village of Snowville (VDOT requested to conduct formal speed study - Place on November agenda)	Ms. Hanks
3. -Request for Placement of Intersection Ahead Warning Signs at all Appropriate Roads Leading Onto Route 693, Lead Mines Road, and Julia Simpkins Road (VDOT reported signs installed where deemed appropriate - VDOT will review again for roads onto Route 693, Route 605, Little River Dam Road, Route 619, Izaak Walton League Road, and Route 690, Shelburne Road, and other through roads that are not dead end roads - Place on November agenda)	Ms. Hanks
4. -Request for Guardrail on Route 693, Lead Mines Road, Approaching Montgomery County on the Left Side in the Vicinity of the Village of Snowville (VDOT has placed request on pending list when funds become available)	
5. -Request for Guardrail on Route 664, Graysontown Road, on the Top of the	

Hill approaching Graysontown  
(VDOT has placed request on pending  
list when funds become available)

6. -Referral of Problem of Overweight Trucks  
on the Route 693, Lead Mines Road, Bridge  
(Referred to State Police)

- b. -VDOT Maintenance Study to Reduce Field  
Locations  
(Board expressed concern to VDOT over any  
reduced effectiveness - Send letter &  
resolution to appropriate VDOT officials  
and legislators)

Ms. Hanks/Mr. Morgan

- c. -Other Matters  
(Supervisor Sheffey inquired re: the  
hearing date and location for the  
Route 627, Highland Road, restor-  
ation of Neck Creek Bridge - VDOT  
advised a tentative hearing had been  
scheduled for the second Monday in  
January, 1996, at NRCC)

(Supervisor Fariss requested the six year  
plan supplemental list include all of  
Route 693, Farris Mines Road, Julia  
Simpkins Road, and Wurno Road, from  
Carroll County to Montgomery County -  
VDOT requested to provide an estimate  
for entire stretch - Add to supplemental  
list - Place on November agenda)

Mr. Huber  
Ms. Hanks

(Chairman White advised signs had not  
been posted on the Route 643, Thorn-  
spring Road to Route 11, Lee Highway  
- VDOT to post)

(Chairman White inquired regarding the  
status of paving for Route 639, Thorn-  
spring Church Road - VDOT advised the  
completion date is tentatively scheduled  
for the spring of 1996)

4. Citizen Comments  
(Ms. Jean Evans presented documentation re:  
Route 627, Highland Road, Bridge replacement)

(Mr. Bob Cook of Orchard Hills Subdivision  
expressed concern regarding barking dogs -  
Mr. Cook was advised this matter would have  
to be pursued as a civil matter)

5. Treasurer's Report  
(Reported)

6. Request for Additional Appropriation for Circuit

Court Clerk Use of Supreme Court Computer System  
(Rescheduled to November meeting)

Ms. Hanks

7. Reports from the County Administrator & Staff:

a. -Appointments:

\* -Office on Youth

(Staff authorized to contact the  
Pulaski County High School for  
recommendations on student replace-  
ments for J. W. Fowlkes and Kenny  
Warden - Place on November agenda)

Mr. Morgan/Ms. Hanks

b. -VACO 1996 Legislative Program

(Staff to check with VACO to determine  
if state funding will be reduced if  
legislation is adopted regarding  
governor's school tuition)

Mr. Morgan

c. -Urban Partnership Recommendations

(Supervisors expressed no major objections)

8. Items of Consent:

a. -Minutes of September 25, & October 9, 1995  
(Approved)

Ms. Hanks

b. -Accounts Payable  
(Approved)

Ms. Spence

c. -Transfers and Appropriations:

1. -General Fund Transfers  
(Approved)

Ms. Burchett

2. -General Fund Appropriations  
(Approved)

Ms. Burchett

3. -Twin Community Fire Department Truck  
Replacement Appropriation  
(Approved appropriation ranging  
from \$25,000 to \$30,000 for  
purchase of replacement truck)

Ms. Burchett/Mr. Crigger

4. -Child Care - \$3,000  
(Approved supplemental transfer  
appropriation to the VPA fund of  
\$2,087 - Notify Social Services)

Ms. Burchett

5. -Sheriff's Vehicles  
(Approved appropriation of \$13,978.40  
for purchase of five new vehicles,  
four from FY 95 budget at \$80,000 and  
one from insurance recovery due to  
accident)

Mr. Mayberry/Ms. Burchett

d. -Contracts and Change Orders

\*Avis Contract For Courthouse:

1. Final Payment  
(Approved final payment request of \$93,078.29 and withhold \$30,000 for liquidated damages) Mr. Morgan
  2. Substantial Completion  
(Approved release of liquidated damages in an approximate amount of \$30,000, if the contractor abandons the call for additional compensation) Mr. Morgan
  3. Warranty Issues  
(Authorized staff to address the problem of leaking condensation associated with many of the air conditioning equipment units in the courthouse before final payment is made or to deduct an amount from the final payment to correct the problem) Mr. Morgan
- e. -Personnel Changes  
(Reviewed)
  - f. -VACO Voting Credentials  
(Supervisor Crawford designated as supervisors voting delegate, with Supervisor Vaughan as an alternate - Approved the proxy statement authorizing the county administrator to cast the vote, should either supervisor be unable to stay for the entire meeting - Notify VACO) Ms. Hanks
  - g. -Virginia Gas Company Resolution  
(Adopted resolution - Notify Virginia Gas Company) Ms. Hanks
  - h. -Gifts and Gratuities Policy Revision  
(Revision approved - Staff to determine the need to set a value for acceptance of gifts - Place on November agenda) Ms. Burchett/Mr. Morgan  
Ms. Hanks
  - i. -Records Retention Policy Revision  
(Approved - Notify county offices/agencies) Ms. Burchett
  - j. -Travel Reimbursement Policy  
(Approved with amendment to allow payment in advance for registration purposes - Notify appropriate offices) Ms. Burchett
  - k. -Barking Dog Controls  
(County Attorney requested to research powers available to county in enforcing quieting of dogs - Chairman White suggested any penalty should be directed

at the owner and not the dog)

1. -Request for Public Shooting Range  
(Staff to refer request to appropriate officials at the National Forest Service for establishing a facility as in Montgomery and Wythe counties - Staff to also refer request to NRCC with offer to make Sheriff's range available for safety training) Mr. Morgan
- m. -Participation in the State Tax Intercept Program  
(Approved participation by the Social Services Department as a separate local entity in the Set-Off Debt Collection Program - Notify Mr. Wallis) Ms. Hanks
- n. -Scheduling of Hearing: Plat Vacation Requests of E. H. Chinault and George Freeman for vacation of rights-of-way off Route 748, Holbert Avenue, in the Draper District  
(Schedule hearing for Board of Supervisors November meeting - Advertise November 12 and November 19) Ms. Spence/Ms. Hanks
9. Citizen Comments
10. Other Matters from Supervisors  
(Supervisor Sheffey advised a fence was not replaced by the Town of Pulaski when sewer inspection was conducted at the point past railroad in New River - Advise Town of Pulaski) Ms. Hanks  
  
(Supervisor Sheffey requested follow-up on hunting on old AT&T property to allow interested parties to contact hunting sub-lessee) Mr. Huber  
  
(Supervisor Fariss requested staff follow-up on reuse of Hiwassee store building) Mr. Coake/Mr. Crigger  
  
(Supervisor Fariss requested staff arrange a demonstration on the Vision 2020 and Alliance Marketing program, as well as lend notebook computer to supervisors - Place on November agenda) Ms. Hanks
11. Executive Session - 2.1-344(A)
  - \*Personnel
  - \*Legal
  - \*Land Acquisition/Disposition
  - \*Prospective Industry

(List series of plaques of Board of Supervisors and their service dates in County

Administration Building when remodeling  
is complete)

Ms. Burchett/Ms. Hanks

12. Adjournment

October 16, 1995

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

a. Follow-up from Previous Board meetings:

1. Request for Signage for School Bus Stops on the Lone Cedar Hill, along Route 693, Lead Mines Road, between ends of Route 672, Baptist Hollow Road and on Cherry Branch Road, Route 613 - A response from the school system is still pending. Any information received prior to the meeting will be presented.
2. Request for an Informal Speed Study for Route 693, Lead Mines Road, on the Outskirts of the Village of Snowville - The resident engineer may have information to share.
3. Request for Placement of Intersection Ahead Warning Signs at all Appropriate Roads Leading Onto Route 693, Lead Mines Road, and Julia Simpkins Road - The resident engineer may have information to share.
4. Request for Guardrail on Route 693, Lead Mines Road, Approaching Montgomery County on the Left Side in the Vicinity of the Village of Snowville - The resident engineer may have information to share.
5. Request for Guardrail on Route 664, Graysontown Road, on the Top of the

Hill approaching Graysontown - The resident engineer may have information to share.

6. Referral of Problem of Overweight Trucks on the Route 693, Lead Mines Road, Bridge - This matter was referred to the State Police by county staff. Any response received prior to the supervisors meeting will be reported.

b. VDOT Maintenance Study to Reduce Field Locations - We have learned a study by the state government is underway that might result in recommendations to limit the number of area headquarters of VDOT, such as the one in Dublin serving Pulaski County. The resident engineer might have insight on this matter and whether it should be opposed. See enclosed memorandum from VDOT.

JNM/gh

cc: J. D. Brugh, VDOT Resident Engineer

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October 16, 1995

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from the County Administrator & Staff

a. Appointments - Office on Youth - The terms of students J. W. Fowlkes and Kenny Warden expire at the end of October. It is requested staff be authorized to contact the High School for recommendations on student replacements.

b. VACO 1996 Legislative Program - Any concerns over the enclosed Virginia Association of Counties (VACO) proposed legislative program should be communicated to the delegates at the annual VACO meeting.

c. Urban Partnership Recommendations - Discussion of the enclosed recommendations of the Urban Partnership is expected at the VACO annual meeting. The Board may want to advise its delegates on the recommendations. The Urban Partnership is made up of municipal and county governments in the more populous areas of the state, as well as the private sector through the Virginia State Chamber of Commerce.

/gh

October 16, 1995

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of September 25, & October 9, 1995 - See enclosed.
- b. Accounts Payable - See enclosed.
- c. Transfers and Appropriations:
  1. General Fund Transfers - A listing of transfers will be presented prior to the supervisors meeting.
  2. General Fund Appropriations - A listing of appropriations will be presented prior to the supervisors meeting. See enclosed request from the Department of Social Services.
  3. Twin Community Fire Department Truck Replacement Appropriation - Enclosed

is a memorandum from Emergency Services Coordinator Crigger requesting, on behalf of the Twin Community Fire Department, replacement of a brush truck which was recently destroyed by fire. The total cost of the appropriation would range from \$25,000 to \$30,000. Approval is recommended.

d. Contracts and Change Orders -  
\*Avis Contract For Courthouse:

1. Final Payment - Enclosed is the final payment request for \$123,078.29, of which the architect has approved paying \$103,078.29. Also enclosed is the consent of the contractor's surety company for final payment.
2. Substantial Completion - Also enclosed is the contractor's project manager's letter of October 2 claiming \$30,066 in additional costs due to the project being off schedule. Since the contracted completion date was mid April and the actual date the contractor was out of the way so we could occupy the building was mid August, I suggest four months of liquidated damages at \$250 per day in accordance with the contract documents be withheld from the final payment. This penalty for timely completion will be about \$30,000. Much of the delay for the project resulted from the contractor's personnel accepting the desires of the building occupants as cause for delay, rather than requesting the architect to seek a clarification from the county administration, which had the responsibility of representing the owner, the Board of Supervisors. My correspondence, to which the contractor's project manager refers, was written to formally ask

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contractor to stop this practice of catering to the future occupants

of the building and thus creating delays. Since the building occupancy worked out satisfactorily in spite of the contractor's delays, I request authority to release the liquidated damages if the contractor abandons the call for additional compensation.

3. Warranty Issues - To my knowledge, the only major warranty issue remaining that might not be satisfactorily addressed during the one year contractors guarantee is the leaking condensation associated with many of the air conditioning equipment units in the building. Authorization is requested to address this problem before final payment is made or to deduct an amount from the final payment to correct the problem.

Any other contracts or change orders will be presented as they are received.

e. Personnel Changes - Enclosed is an update from the Director of Management Services regarding recent personnel changes.

f. VACO Voting Credentials - The supervisors must designate a representative of the Board to cast its vote at the Annual Business Meeting of the Virginia Association of Counties (VACO) to be held November 14. It is recommended Supervisor Crawford be designated as the supervisors voting delegate, with Supervisor Vaughan as an alternate. Approval of the proxy statement authorizing me to cast the vote, should either supervisor be unable to stay for the meeting, is requested. Enclosed is a detailed explanation from VACO regarding this matter.

g. Virginia Gas Company Resolution - As reported in the supervisors October 6 weekly update, Virginia Gas Company plans to put a parallel line along the United Cities Gas line that runs through the county and has requested the Board of Supervisors adopt the enclosed resolution endorsing the project. Approval is recommended.

h. Gifts and Gratuities Policy Revision - Approval of the enclosed revision is

requested. The revision adds the last paragraph, as follows:

Employees may not personally accept gifts of significant value, but may accept gifts or contributions that will be used to the benefit of the public in a county office, subject to acceptance of that contribution being confirmed by the county administrator or Board of Supervisors Chairman.

i. Records Retention Policy Revision - Approval of the enclosed policy revision, as prepared by the Director of Management Services, is requested. Ms. Burchett has developed this proposal after extensive research on how to best manage records needing to be kept for future use, while reducing the impact of the ever increasing amount of old files and records on our limited storage facilities.

j. Travel Reimbursement Policy - Approval of the enclosed policy, prepared by the Director of Management Services, is requested. The policy is recommended by the county auditors to prevent payment for goods and services before receipt. Exceptions are allowed for unusual circumstances.

k. Barking Dog Controls - Mr. Bob Cook of the Ingles District has requested action on an ordinance to enforce quieting of barking dogs that are a nuisance. While it does not seem feasible to implement such controls county-wide, particularly without adding animal control staff, it might be appropriate to review barking controls when a leash law for areas zoned residential is considered. The leash law amendment is under study by staff as time is available. For the present, barking dogs are best handled as a civil nuisance matter through the magistrates.

l. Request for Public Shooting Range - See enclosed request from Mr. Kenton Bird for a public access shooting range. While no funding is budgeted for such a facility, access to the Sheriff's range at the old Cloyd's Mountain Landfill, or

at the Army Reserve Center, might be possible through a firearms safety and use class at New River Community College. I recommend this request be referred to the College for feasibility.

/gh

October 16, 1995

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TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Executive Session - 2.1-344(A)

An executive session may be requested pursuant to Section 2.1-344(A) of the 1950 Code of Virginia, as amended, to discuss the following personnel, legal, land acquisition/disposition, and prospective industry matters, as well as other matters that may occur. At the current time there is no known issue requiring an executive session.

/gh