

At a regular meeting of the Pulaski County Board of Supervisors held on Monday, October 23, 1995, 7:00 p.m., at the Pulaski County Administration Building, Board Chambers, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following members were present: Jerry D. White, Chairman; Joseph L. Sheffey, Vice-Chairman; Dr. Bruce L. Fariss; Ira S. "Pete" Crawford; and Mason A. Vaughan, Sr. Also present were: County Attorney, Thomas J. McCarthy, Jr., Management Services Director, Nancy M. Burchett; Executive Secretary, Gena Hanks; and County Administrator, Joseph N. Morgan.

1. Invocation

The invocation was given by Reverend Stanley Armes, of the Pulaski Presbyterian Church of America.

2. Additions to Agenda

Additional agenda items were discussed at the appropriate times on the agenda.

3. Highway Matters:

Assistant Virginia Department of Transportation (VDOT) Resident Engineer John Thompson met with the Board on the following:

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

Mr. Thompson of VDOT reported he understood the School Board would be sending a request to VDOT for this signage. Mr. Thompson reported VDOT would then review this area once the request was received from the School Board. Mr. Morgan advised Mr. Harry DeHaven of the School Board staff has gathered information to work with VDOT on the matter.

2. Request for a Formal Speed Study for Route 693, Lead Mines Road, on the Outskirts of the Village of Snowville

Mr. Thompson reported he expected this area to remain unposted.

On the motion of Dr. Fariss, seconded by Mr. Crawford and carried, the Board of Supervisors requested VDOT to conduct a formal speed study for Route 693, Lead Mines Road, on the outskirts of the Village of Snowville.

Voting yes: Dr. Fariss, Mr. Crawford, Mr. White,
Mr. Vaughan, and Mr. Sheffey.

Voting no: none.

3. Request for Placement of Intersection Ahead Warning Signs at all Appropriate Roads Leading Onto Route 693, Lead Mines Road, and Julia Simpkins Road

Mr. Thompson advised VDOT had installed signs at necessary locations on Route 693. Dr. Fariss requested Route 693 be reviewed again for the placement of stop ahead warning signs for roads leading onto Route 693, particularly Route 605, Izaak Walton League Road, and Route 690, Shelburne Road, and other through roads that are not dead end roads.

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

Mr. Thompson reported VDOT had placed this request on a pending list when funds become available.

5. Request for Guardrail on Route 664, Graysontown Road, on the Top of the Hill approaching Graysontown

Mr. Thompson advised VDOT would place this request on a pending list when funds become available for the placement of guardrails.

6. Referral of Problem of Overweight Trucks on the Route 693, Lead Mines Road, Bridge

Mr. Morgan advised this problem had been referred to the State Police for monitoring.

b. VDOT Maintenance Study to Reduce Field Locations

The county administrator advised of a possible reduction in VDOT field locations. He recommended the Board express concern to VDOT and the county's legislators.

On the motion of Mr. Crawford, seconded by Mr. Sheffey and carried, the Board of Supervisors requested staff to send a letter and a resolution of concern to VDOT and legislators regarding the possible reduction in VDOT field locations.

Voting yes: Dr. Fariss, Mr. Crawford, Mr. White, Mr. Vaughan, Mr. Sheffey.

Voting no: none.

c. Other Matters

Supervisor Sheffey inquired as to the hearing date and location for the Route 627, Highland Road, restoration of the Neck Creek Bridge. Mr. Thompson advised a tentative hearing date had been scheduled for the second Monday in January, 1996 at New River Community College.

Supervisor Fariss requested the six year plan supplemental list include all of Route 693, Farris Mine Road, Julia Simpkins Road, and Lead Mines Road, from Carroll County to Montgomery County. Dr. Fariss also requested VDOT to provide an estimate of costs for improvements to the entire length of Route 693.

Chairman White advised speed limit signs had not been posted on Route 643, Thornspring Road, from Route 639, Thornspring Church Road, to Route 11, Lee Highway. Mr. Thompson advised VDOT would place signs on Route 643.

Chairman White also inquired as to the completion of the paving and construction of Route 639, Thornspring Church Road. Mr. Thompson advised the completion date is anticipated to be in the spring of 1996.

4. Citizens Comments

Ms. Jean Evans, a resident of Highland Road, Route 627, presented a written report regarding documentation of issues pertaining to the bridge replacement over Neck Creek on Route 627, Highland Road. Said report shall be filed with the Office of the County Administrator.

Mr. Bob Cook, a resident of the Orchard Hills Subdivision in Dublin, appeared before the Board and expressed concern about barking dogs in the neighborhood. He advised he had contacted the Sheriff's Department and the animal control officers with no results. County Administrator, Joseph Morgan, and County Attorney, Thomas J. McCarthy, Jr., advised Mr. Cook this matter would have to be pursued as a civil matter because the county had no ordinance controlling barking dogs.

5. Treasurer's Report

The Board of Supervisors reviewed the monthly trial balance report and Certificates of Deposits, as presented by Treasurer Rose Marie Tickle. The Board accepted the reports as presented.

6. Request for Additional Appropriation for Circuit Court Clerk Use of Supreme Court Computer System

This matter was rescheduled until the November, 1995 meeting of the Board of Supervisors.

7. Reports from the County Administrator & Staff:

a. Appointments

Staff was authorized to contact the Pulaski County High School for recommendations on student replacements for J. W. Fowlkes and Kenny Warden as student representatives on the Office on Youth, Youth Services Citizens Board.

b. VACO 1996 Legislative Program

The Board of Supervisors reviewed a listing of proposed legislative programs for 1996. Mr. Morgan advised any concerns should be addressed to the delegates at the annual Virginia Association of Counties (VACO) meeting in November.

Dr. Fariss requested staff check with VACO to determine if state funding would be reduced if legislation is adopted regarding the governor's school tuition.

c. Urban Partnership Recommendations

The Board also reviewed recommendations of the Urban Partnership which is expected to be discussed at the VACO annual meeting. The Supervisors expressed no major objections to these recommendations.

8. Items of Consent:

On the motion of Dr. Fariss, seconded by Mr. Sheffey and carried, the Board of Supervisors approved the following items of consent unless otherwise noted.

a. Minutes of September 25, & October 9, 1995

The Board approved the minutes of September 25, & October 9, 1995, as presented.

b. Accounts Payable

The Board approved the accounts payable listing for check numbered 8250 through 8532.

c. Transfers and Appropriations:

1. General Fund Transfers

The Board approved interoffice transfers as presented and filed with the records of this meeting and the Director of Management Services.

2. General Fund Appropriations

The Board approved the following General Fund appropriations:

General Fund No. 6

REVENUES:

2404-30 Victims Assistance Grant	\$ 6,742
2404-33 Emergency Home Repairs Grant	1,658

EXPENDITURES:

3302-3002 Regional Jail - Prof. Services	3,000
5338-5606 Victims Assistance Grant	6,742
5356-3009 Emergency Home Repairs	1,658
7208-5804 County History Publication	10
9104-5804 Erroneous Assessments Refunds	1,029
9310-5804 Revenue Refunds - Other	54,353
9310-5823 Revenue Refunds - Bldg. Permits	92
9310-5823-01 Revenue Refunds - State Fees	132
9310-5827 Revenue Refunds - Other Refunds	23
TOTAL	\$ 67,039

3. Twin Community Fire Department Truck Replacement Appropriation

The Board approved an appropriation ranging from \$25,000 to \$30,000 for the purchase of a replacement truck for the Twin Community Fire Department.

4. Child Care - \$2,087

The Board approved the following appropriation for the Department of Social Services:

Social Services No. 2

REVENUES:

3302-35 Head Start Day Care	\$ 5,863
3302-29 FSET Day Care	1,500
3302-32 JOBS Day Care	8,934
2401-10 FSET Day Care	1,200
2401-11 JOBS Day Care	7,148
5102-00 Transfer from General Fund	2,087
TOTAL	\$ 26,732

EXPENDITURES:

Head Start Day Care	\$ 5,863
FSET Day Care	3,000
JOBS Day Care	17,869
Transfer from General Fund	2,087

TOTAL \$ 28,819

Social Services No. 1:

REVENUES:

3302-32 Jobs Day Care	\$ 80.50
3302-28 Transitional Day Care	163.50
2401-10 Jobs Day Care	64.40
2401-11 Transitional Day Care	130.80
TOTAL	\$ 439.20

EXPENDITURES:

5344-5780 Transitional Day Care	\$ 327.00
5344-5779 Jobs Day Care	161.00
TOTAL	\$ 488.00

5. Sheriff's Vehicles

The Board approved a supplement appropriation of \$13,978.40 for the purchase of five new vehicles, four from the original FY 96 budget of \$80,000 and one from insurance recovery due to an accident. Total expenses of five new vehicles is to be \$93,978.40.

d. Contracts and Change Orders

Avis Contract For Courthouse:

1. Final Payment

The Board approved a partial payment request of \$93,078.29 to Avis Construction for the Brick Courthouse, and approved withholding \$30,000 for liquidated damages from the final payment.

2. Substantial Completion

The Board approved the release of liquidated damages in an approximate amount of \$30,000, if the contractor abandons the call for additional compensation.

3. Warranty Issues

The Board 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.

e. Personnel Changes

The Board reviewed recent personnel changes as prepared by Management Services Director, Nancy M. Burchett.

f. VACO Voting Credentials

The Board of Supervisors designated Supervisor Crawford as Supervisors voting delegate, with Supervisor Vaughan as an alternate. The Board further approved the proxy statement authorizing the county administrator to cast the vote, should either supervisor be unable to attend the entire Virginia Association of Counties Meeting.

g. Virginia Gas Company Resolution

The Board of Supervisors adopted the following resolution regarding the Virginia Gas Company:

WHEREAS, natural gas is a necessary natural resource to communicate in Southwest Virginia and is prominent in meeting our regions energy needs; and

WHEREAS, the Pulaski County Board of Supervisors has been informed that Virginia Gas Pipeline Company proposes to construct, own and operate a natural gas pipeline to provide for United Cities Gas Company's customers in Marion, Wytheville, Pulaski, Dublin and Radford; and

WHEREAS, Pulaski County engages in an ongoing process of developing industrial sites, recruiting new industry and working with existing industry as a way to increase its economic base; and

WHEREAS, the Pulaski County Board of Supervisors recognize that the availability of reliable, long-term natural gas supply enhances the expansion of economic development in the Southwest Virginia area;

NOW THEREFORE, BE IT RESOLVED, the Pulaski County Board of Supervisors would like to go on record as being in support of the proposed Application for Certification of this natural gas pipeline by Virginia Gas Pipeline Company and does hereby request that the Virginia State Corporation Commission approve the application by Virginia Gas Pipeline Company to construct, own and operate the natural gas pipeline.

h. Gifts and Gratuities Policy Revision

The Board of Supervisors approved the following revision to the Gifts and Gratuities Policy, with staff to determine the need to set a value for acceptance of gifts:

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 the Board of Supervisors Chairman.

i. Records Retention Policy Revision

The Board of Supervisors approved the following revision to the county's Records Retention Policy:

The County of Pulaski, Virginia, recognizes the need and necessity to retain and preserve county records, and in accordance with the provisions of the Virginia Public Records Act, 42.1-76, et seq of the 1950 Code of Virginia, dispose of county records when appropriate. The Management Services Director shall serve as the Records Retention Officer for Pulaski County and shall be responsible for the retention and disposal of county records.

The Records Retention Officer of the county shall request approval from the Virginia State Library Archives and Records Division prior to disposal of county records. However, the records retention officer shall not be responsible for the

retention and disposal of records kept and maintained by a constitutional officer of Pulaski County. Each constitutional officer shall be responsible for the records retention and disposal of their own records.

The following retention and disposal schedule, as prepared by the State Library Archives and Records Division, shall be used by the county records retention officer in retaining and disposing of county records:

NO.	SCHEDULE TITLE
GS-2	Fiscal Records, County and Municipal Governments, Treasurer, Financial Accounting Department, Purchasing Agents
GS-3	Personnel Records, County and Municipal Governments, Personnel Department and Offices
GS-4	Board and Administration Records, County and Municipal Governments, Board of Supervisors and County Administrator
GS-6	Public Service Records, County and Municipal Government, Engineering, Building Inspection Departments
GS-7	Public Utilities Records, County and Municipal Governments, Public Utilities Department
GS-10	Fire and Rescue Records, County and Municipal Governments, Fire and Rescue Departments
GS-11	Parks and Recreation Records, County and Municipal Governments, Parks and Recreation Departments

Complete copies of the above records retention schedules are filed with the Records Retention Officer for the County of Pulaski.

j. Travel Reimbursement Policy

The Board of Supervisors approved the following policy regarding travel reimbursement travel to employees:

In accordance with Section 15.1-547 of the 1950 Code of Virginia, as amended, the County of Pulaski shall reimburse an employee for travel expenses after said expenses have been incurred by the employee. Said travel expenses must be for county related business and include meals, motel/hotel expenses, mileage, and transportation fees. Employees may submit said expenses on the appropriate travel expense forms. All expenses must be approved by the appropriate department head prior to submittal to the accounts payable clerk for payment.

Advance travel expenses to an employee shall only be made in an unusual situation and only upon approval of the County Administrator.

k. Barking Dog Controls

The Board of Supervisors requested the County Attorney to research and determine what powers were available to the county in enforcing dog barking.

l. Request for Public Shooting Range

The Board of Supervisors requested staff to refer this request to the appropriate officials at the National Forest Service for establishing a facility as in Montgomery and Wythe counties. Further, staff was also instructed to refer this request to New River Community College with an offer to make the Sheriff's range available for safety training.

m. Participation in the State Tax Intercept Program

The Board of Supervisors approved the Pulaski County Department of Social Services participating as a separate local entity in the State of Virginia's Debt Set-Off Collection Program.

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

The Board scheduled the public hearing on the above matter for the November 27, 1995 meeting of the Board of Supervisors.

Voting yes: Dr. Fariss, Mr. Crawford, Mr. White, Mr. Vaughan,
Mr. Sheffey.

Voting no: none.

9. Citizen Comments

No further citizen comments were heard at this time.

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 the railroad in the New River area. Staff was requested to advise the Town of Pulaski.

Supervisor Sheffey requested staff to confirm follow up on hunting on old AT&T property to allow interested parties to contact hunting sub-lessee for hunting privileges.

Supervisor Fariss requested staff to follow up on reuse of Hiwassee store building.

Supervisor Fariss also requested staff to arrange a demonstration on the Vision 2020 and Alliance Marketing program, as well as lend the notebook computer to supervisors.

11. Executive Session - 2.1-344(A)

On the motion of Mr. Vaughan, seconded by Dr. Fariss, and carried, the Board of Supervisors entered executive session in accordance with Section 2.1-344 (A) of the 1950 Code of Virginia, as amended to discuss personnel, legal, land acquisition/disposition, and prospective industry.

Voting yes: Dr. Fariss, Mr. Crawford, Mr. White, Mr. Vaughan,
Mr. Sheffey.

Voting no: none.

On the motion of Mr. Vaughan, seconded by Mr. Crawford and carried, the Board of Supervisors return to regular session of the meeting.

Voting yes: Dr. Fariss, Mr. Crawford, Mr. White, Mr. Vaughan,
Mr. Sheffey.

Voting no: none

Certification of Conformance with Virginia Freedom of Information Act

It was moved by Mr. Vaughan, seconded by Mr. Sheffey carried, that the Board of Supervisors adopt the following resolution certifying conformance with the Virginia Freedom of Information Act:

WHEREAS, the Board of Supervisors of Pulaski County, Virginia, has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Pulaski County, Virginia, hereby certifies that, to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

Voting yes: Dr. Fariss, Mr. Crawford, Mr. White, Mr. Vaughan,
Mr. Sheffey.

Voting no: none

RE: Inclusion of Plaque in County Administration Building Remodeling

It was moved by Dr. Fariss, seconded by Mr. Sheffey and carried, that the Board approve placement of a list or series of plaques of former and current Board of Supervisors members and their service in the Supervisors Meeting Room of the County Administration Building when remodeling is completed.

Voting yes: Dr. Fariss, Mr. Crawford, Mr. White, Mr. Vaughan,
Mr. Sheffey.

Voting no: none

12. Adjournment

It was moved by Mr. Crawford, seconded by Mr. Vaughan and carried that the Board adjourn. The next regular meeting of the Board of Supervisors is scheduled for Monday, November 27 at 7:00 p.m. in the Board of Supervisors Meeting Room of the County Administration Building, 143 Third Street, N. W. in the Town of Pulaski.

Voting yes: Dr. Fariss, Mr. Crawford, Mr. White, Mr. Vaughan,
Mr. Sheffey.

Voting no: none.

Jerry D. White, Chairman

ATTEST:

Joseph N. Morgan, Clerk