

BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS

Regular Meeting
Monday, Nov. 24, 1997
7:00 p.m.

FOLLOW UP
ACTION

KEY STAFF

1. Invocation

2. Additions to Agenda

- ◆ Special Presentation by Draper Aden Associates
(Presented \$1,000 donation to Office on Youth)

3. Public Hearings:

- a. A request by **Richard Keith and Brenda Sue Smith** for a Conditional Use Permit (CUP) to allow an automobile graveyard and salvage yard on property identified on Pulaski County tax records as parcel 080-001-0000-0013, 1.8 acres, zoned Agricultural (A-1), located on the south side of Caseknife Road (Rt. 758), approximately 600 ft. west of its intersection with Caseknife Ridge Rd. (Rt. 610), in the Robinson District.
(Approved as recommended by Planning Commission rezoning for auto graveyard only, not salvage yard – Notify applicant –
Notify Commissioner of Revenue) Ms. Jenkins
Ms. Hanks
- b. A rezoning request by **Tommy Odell** from Residential (R-1) to Agricultural (A-1) with a Conditional Use Permit (CUP) to allow an automobile graveyard and Special Use Permit (SUP) to continue operation of a public garage on property identified on Pulaski County tax records as parcel 093-004-0000-0001, 2, 10, total 2.3745 acres, located on the south side of Cecil's Chapel Rd. (Rt. 669), 300 ft. west of the intersection of Clapboard Hollow Rd. (Rt. 668), in the Ingles District.
(Approved rezoning as recommended by Planning Commission, including proffers outlined by applicant & submitted in writing dated 11/20/97 – Notify applicant - Notify
Commissioner of Revenue) Ms. Jenkins
Ms. Hanks
- c. Revisions as required by the Federal Emergency Management Agency (FEMA) to **Article 11, Floodplain Management District (FM-1)** of the Pulaski County Zoning Ordinance.
(Approved with staff to re-evaluate after a thorough cost benefit analysis and briefing to the Board of Supervisors within six months - Notify appropriate FEMA officials -
Update ordinance book & notify Commissioner of Revenue) Mr. Coake
Ms. Hanks

- d. Rezoning from Agricultural (A-1) to Commercial (Cm-1) property owned by **Barry W. and Sharon L. Hunter**, identified on Pulaski County tax records as parcel 057-001-0000-013A, 0.35 acre, located 1,200 ft. east of the intersection of State Park Rd. (Rt. 660) and I-81, in the Ingles District.
(Approved rezoning as recommended by Planning Commission – Notify applicant – Notify Commissioner of Revenue) Ms. Jenkins
- e. An Amendment to Tax Relief to the Elderly & Disabled Ordinance to increase the Exempted Disability Income from \$2,500 to \$3,500.
(Adopted amendment – Update ordinance book – Copy Commissioner of Revenue) Ms. Hanks
- f. Amendment to the Election District Ordinance to relocate Pulaski Polling Place from Pulaski Firehouse to Central Gym, and to clarify Precinct Boundaries.
(Approved relocation and precinct boundary changes, subject to clarification by county attorney on precinct boundaries – Staff to provide update at 12/6 road viewing meeting – Update ordinance book) Mr. McCarthy
Mr. Morgan
Ms. Hanks
4. Highway Matters: Mr. Brugh (unless noted otherwise)
- a. Follow-up from Previous Board meetings:
1. Memorial Bridge Status
(Update, including drawings, presented by VDOT resident engineer)
 2. Surface Transportation Assistance Act Status
(Resident engineer reported under review – Place update by VDOT on next appropriate agenda) Ms. Hanks
 3. New River Industrial Park Road Acceptance
(Adopted resolution approving acceptance of road as rural addition – Transmit resolution to VDOT) Ms. Hanks
- b. Six Year Plan Adoption
(Approved as presented, with swapping priority of funding for Route 711, Mines Road (priority #2), to Route 641, Cox Hollow Road (priority #15) due to right-of-way not being available – Send excerpt of minutes to VDOT - Correct subtotal heading for Robinson District on six year plan and waiting list) Ms. Hanks

- c. Six Year Plan Waiting List Update
(Supervisor Fariss noted a name change needed to be made on Route 607 from Kayoulah Lane to Thomas Road) Ms. Hanks

(VDOT to rank waiting list and report back to Board of Supervisors at a future meeting)
- d. Rt. 11, Lee Highway, Speed Limit Request
(Supervisor White suggested some committee review of future speed limit requests, possibly similar to that of the former Highway Safety Commission)
- e. Speed Study Request, Rt. 663, Owens Road
(VDOT will review possibility of adding to six year plan waiting list or as a safety matter – VDOT will review - Place update on December agenda) Ms. Hanks
- f. Rt. 611, Bob White Blvd., Traffic Concerns
(Refer to Sheriff for speed enforcement) Ms. Hanks
- g. Rt. 738 Robinson Tract Road Tractor/Trailer Prohibition
(VDOT will review – Place update on December agenda) Ms. Hanks
- h. Road Viewing
(Confirmed viewing scheduled for Saturday, December 6 at 8:00 a.m. at County Administration Building with Board of Supervisors to serve as viewers)
- i. PCHS School Zone Signs
(VDOT will remove)
- j. Armstrong Street, Route T1050, No Parking Sign Replacement
(VDOT will review)
- k. Citizen Comments
(Robert Chinault inquired regarding Route 755, Depot Road, widening – Supervisor Sheffey advised of meeting to be held with citizens at 2:00 p.m. at Belspring United Methodist Church on November 25 along with VDOT Assistant Resident Engineer Thompson)
- l. Board of Supervisors Concerns
(Supervisor White expressed thanks to VDOT for the Route 812, Pepperell Way, striping)

(Supervisor Conner expressed thanks to VDOT for the Routes 611 & 100 striping, as well as the Route 682, Newbern Road, opening)

(Supervisor Fariss expressed concern re: flood prone space on Route 693, Fariss Mines Road, past Route 607, Boone Furnace Road)

(Supervisor Cook inquired regarding the Route 100, Cleburne Blvd., status across Cloyd's Mountain – VDOT advised grading was scheduled to begin in May, 1998)

(Supervisor Cook inquired regarding the status of four-laning of Cloyd's Mountain into Giles County – Project is not in the current VDOT Primary Road Six Year Plan)

5. Treasurer's Report
(Presented)

6. Citizens' Comments

(Charlie Linkous commented re: ambulance service and presented a petition and statements from county citizens – Send copy of petition and statement to REMSI Executive Director)

Ms. Hanks

7. Update on School Capital Improvements Expenditures
(Presented update requesting \$146,000 appropriation – Tabled)

8. Reports from the County Administrator and Staff:

a. County Flag Selection

(Approved ordering 25 flags to be sold by Chamber as a fund-raiser, retaining 5 flags for county and donating one flag to the VFW)

Ms. Burchett

b. Key Activity Timetable

(Request Friends of Pulaski Theatre present update at December supervisors meeting – Place on agenda)

Ms. Hanks

c. Appointments:

1. Board of Equalization

(Nominated Richard Jones, Frank Brown and Sherman Lee – Notify nominees & Circuit Court Judge)

Ms. Hanks

2. Recreation Commission
(Defer to February agenda – Determine interest by Charles Twine and Bob Piscura of continuing service on commission) Ms. Hanks
 3. PDPC Recreation Commission Study Committee
(Supervisors Fariss and Sheffey appointed with committee requested to meet after January 29 joint meeting)
 4. School Property Task Force Committee
(Appointed Supervisors Cook and White, with committee to schedule to meet after the first of the year – Notify school superintendent) Ms. Hanks
 5. Western VA Emergency Medical Services Council
(Reappointed David Smith – Notify Western Virginia Emergency Medical Services Council) Ms. Hanks
- d. 1998 Legislative Issues
(Authorized sending opposition to repeal of personal property tax as previously adopted, as well as re-examing highway funding and New River Trail opening – Notify legislators) Ms. Hanks
9. Items of Consent:
- a. Minutes of October 27, 1997
(Approved) Ms. Hanks
 - b. Accounts Payable
(Approved) Ms. Spence
 - c. Appropriations and Transfers
 1. Interoffice Transfer # 5 - \$37,936.79
 2. General Fund Appropriation # 5 - \$120,130.26
 3. Capital Improvement Fund Appropriation #5 - \$17,755.00
(Approved) Ms. Burchett
 - d. Ratification:
 1. Contracts:
 2. Change Orders:
 3. Agreements:
 4. Other:
 - ◆ Sheriff/School Resource Officer at PCHS
(Ratified)

- e. 1997 Holiday Schedule
(Approved additional holidays identical to that approved by Governor Allen for state employees which include: one half day on November 26, one-half day on December 24, all day on December 26, and January 2 – Notify employees) Ms. Burchett
- f. Circuit Court Clerk’s Document Management and Imaging System RFP & Appointment to Task Force
(Authorized issuance of RFP and implementation of a task force to investigate efficiency of such a system and to report back to Board of Supervisors – Notify Clerk of Circuit Court of action by Board and request he notify persons to serve on task force) Ms. Hanks
- g. Board of Equalization Budget Amendment
(Approved amendment to allow to pay to the Board members at \$200 per day, as well as cover travel, postage, record keeping and clerical expenses)
- h. J. D. Johnston Store Property Clean-up
(Authorized staff to pursue enforcement of property cleanup on or after April 1, 1998 if no action by the property owner is taken – Notify property owner) Ms. Jenkins
- i. Proposal Re: Old Landfill Firing Range
(Refer inquiry to Sheriff Davis and request he provide a recommendation back to Board of Supervisors at next convenient meeting) Ms. Hanks
- j. Veteran’s Day Resolution
(Approved with changes suggested by supervisors)
- k. Personnel Changes
(Reviewed)
- l. Jefferson School Playground Equipment
(Approved donating old Jefferson School playground equipment to Newbern Elementary, subject to acceptance by School Board of ownership of the equipment – Notify school administration) Ms. Hanks
- m. New River Designation for National Wild Scenic River System
(Denied – Notify Montgomery County) Mr. Morgan

- n. Claytor Village Subdivision Private Road Status
(Approved – Notify subdivider) Mr. Coake
- o. Building Usage Application – Old Central Gym
(Approved – Notify applicant) Mr. Akers
- p. Belspring Post Office Site Option Extension
(Approved granting sixty day extension through the
end of February 1998 to allow confirmation of
construction costs – Notify Postal Service) Mr. Morgan

10. Citizen Comments
(Ms. Karita Johnston accepted April 1, 1998 deadline for
J. D. Johnston Store property cleanup)

Mr. Ed Hoggatt suggested junk car enforcement notice
be placed in PSA bills)

11. Other Matters from Supervisors
(Supervisor Fariss inquired regarding Route 100 water
and sewer service)

(Supervisor Fariss inquired regarding status of county
entrance signs)

(Supervisor Fariss inquired regarding the status of the
Randolph Park planning)

(Supervisor Fariss inquired regarding the status of the
New River Trail blockage – Request legislators provide
update)

Ms. Hanks

(Supervisor Fariss inquired regarding American
Cable Entertainment service across river from Radford
to Pulaski County – Obtain update at January 13
Cable TV Advisory Committee meeting)

Mr. Morgan/Ms. Hanks

(Staff to investigate cracks in terrazzo in new
courthouse floor)

Mr. Morgan/Mr. Coake

12. Executive Session – 2.1-344(a)

- ◆ Personnel
- ◆ Legal
- ◆ Land Acquisition/Disposition
- ◆ Prospective Industry

(Approved acceptance of AEP Max Creek donation) Mr. Morgan

(Approved school funding request of \$146,000 with health insurance credit of \$68,000 to be transferred for capital needs) Ms. Burchett

(Authorized staff to study tax payment on for profit tenants in property owned by non-profit or tax exempt organizations) Mr. Morgan

(Request School Board provide minutes of School Board meetings to county administration – Staff to send minutes to Board of Supervisors via weekly update) Ms. Hanks

(Install foot heaters under Board room dais) Mr. Morgan

13. Adjournment

(To reconvene on Saturday, December 6, at 8:00 a.m.at County Administration Building for annual road viewing)

November 17, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

- a. A request by **Richard Keith and Brenda Sue Smith** for a Conditional Use Permit (CUP) to allow an automobile graveyard and salvage yard on property identified on Pulaski County tax records as parcel 080-001-0000-0013, 1.8 acres, zoned Agricultural (A-1), located on the south side of Caseknife Road (Rt. 758), approximately 600 ft. west of its intersection with Caseknife Ridge Rd. (Rt. 610), in the Robinson District. – See ***enclosed*** recommendation from Planning Commission for approval, subject to a one year period to meet compliance conditions.
- b. A rezoning request by **Tommy Odell** from Residential (R-1) to Agricultural (A-1) with a Conditional Use Permit (CUP) to allow an automobile graveyard and Special Use Permit (SUP) to continue operation of a public garage on property identified on Pulaski County tax records as parcel 093-004-0000-0001, 2, 10, total 2.3745 acres, located on the south side of Cecil's Chapel Rd. (Rt. 669), 300 ft. west of the intersection of Clapboard Hollow Rd. (Rt. 668), in the Ingles District. - See ***enclosed*** recommendation from Planning Commission for approval, subject to a one year period to meet compliance conditions.
- c. Revisions as required by the Federal Emergency Management Agency (FEMA) to **Article 11, Floodplain Management District (FM-1)** of the Pulaski County Zoning Ordinance. – The Planning Commission recommends approval. Approval will allow county citizens to continue obtaining flood insurance for their homes and businesses. See ***enclosed***.
- d. Rezoning from Agricultural (A-1) to Commercial (Cm-1) property owned by **Barry W. and Sharon L. Hunter**, identified on Pulaski County tax records as parcel 057-001-0000-013A, 0.35 acre, located 1,200 ft. east of the intersection of State Park Rd. (Rt. 660) and I-81, in the Ingles District. – See ***enclosed*** recommendation for approval from the Planning Commission.
- e. An Amendment to Tax Relief to the Elderly & Disabled Ordinance to increase the Exempted Disability Income from \$2,500 to \$3,500. – See ***enclosed*** draft ordinance prepared by the county attorney, which raises the disability income limit.

- f. Amendment to the Election District Ordinance to: relocate Pulaski Polling Place from Pulaski Firehouse to Central Gym, and to clarify Precinct Boundaries – See ***enclosed*** draft ordinance for the Pulaski polling place relocation. The ordinance also restates the precinct boundary to include clarifications suggested by the voting registrar. If adopted, it is recommended the county attorney be authorized to seek U.S. Justice Department approval of the change.

JNM/gh

November 17, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

- a. Follow-up from Previous Board meetings:
 1. Memorial Bridge Status – An update can be provided by the resident engineer.
 2. STAA STATUS – Mr. Andy McCready inquired of the status at the October meeting. The Board of Supervisors had previously requested STAA status for Route 611, Newbern Road, Route 694, Wurno Road, and all roads serving industrial parks.
 3. New River Industrial Park Road Acceptance – Acceptance of the road as a rural addition, as recommended by the road viewing that was done on October 27 is requested, along with all necessary documentation to satisfy the requirements of VDOT.
- b. Six Year Plan Adoption – Adoption of the proposed plan is recommended. ***Enclosed*** is a listing of items in the proposed plan as presented at the October public hearing.
- c. Six Year Plan Waiting List Update – ***Enclosed*** is a listing of those items previously placed on the waiting list. All the items have not been prioritized.
- d. Rt. 11, Lee Highway, Speed Limit Request – The Board was advised at the October meeting of Mr. Joseph Robbins concerns. Mr. Robbins has indicated an interest in making a presentation to the Board. He has been advised the entire area is under review, in case he wants to wait for Planning Commission review prior to making his presentation. At its November meeting, the commission scheduled hearings in December to consider rezoning the northern side of Route 11 in this area to commercial (CM-1). The commission also recommended the intersection of Route 643, Thornspring Road, with Route 11, Lee Highway, be relocated west of Cougar Express convenience store and realigned for a perpendicular intersection with improved sight distance.

- e. Speed Study Request, Rt. 663, Owens Road – Ms. Connie Lee of Cabin Land Drive has requested an informal speed study. I believe VDOT has already reviewed this area, particularly in the vicinity of the Claytor Lake estates and adjacent residential subdivisions.
- f. Rt. 611, Bob White Blvd., Traffic Concerns - ***Enclosed*** is correspondence from Robert A. Hudson, Jr. expressing concerns regarding the traffic on this road. I advised Mr. Hudson improvements to the road are on the waiting list for the six year plan. I also advised that conversion of the road to primary road status was unlikely and would not guarantee better access to funding. I further advised of the long standing request from the Board of Supervisors to the legislature to increase road funding, with a gas tax increase if necessary.
- g. Rt. 738 Robinson Tract Road Tractor/Trailer Prohibition - Ms. Chris Setzler has expressed concern over tractor trailer traffic using Route 738 to reach I-77 via Bland. She requests signage discouraging such traffic and questions whether improvements to Route 738 over Robinson Tract are appropriate if they will encourage more heavy traffic.
- h. Road Viewing - Board members are reminded that the viewing was scheduled for Saturday, December 6 at 8:00 a.m., beginning at the County Administration Building. A tour of the New River Industrial Park is also planned.
- i. PCHS School Zone Signs – Supervisor Cook has inquired whether the sign noting the end of the school zone leaving the intersection of Route 643, Cougar Trail Road, with Route 11, Lee Highway, needs to be removed, since the new traffic signal has been installed at this intersection.

JNM/gh

cc: Mr. J. D. Brugh, Resident Engineer

November 17, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Update on School Capital Improvements Expenditures

School Board Chairman Lewis Pratt and Superintendent Asbury plan to be present at the meeting. Enclosed is an update from Chairman Pratt.

Given the remaining need for school roof repair with an estimated cost in excess of \$1 million, it is recommended this expense be included in long range capital improvements planning. Debt financing is an option needing exploring. Such debt financing may be a possibility for the current \$146,000 request.

Plans were previously discussed to seek proposals for a financial advisor for the school and other capital needs. Authorization to issue a request for proposals is requested.

/gh

cc: William Asbury, School Superintendent

November 17, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from the County Administrator and Staff

- a. County Flag Selection – The county flags will be on display at the meeting for the Board’s viewing and selection of one to use in the silk screening process. The gold fringed flag was displayed with other counties’ flags from across the state at the recent Virginia Association of Counties annual meeting. Supervisors Cook and Sheffey may have suggestions from the flags of other counties they observed. Ms. Burchett has obtained quotes for the less expensive silk screen flags, which can be displayed indoors or outdoors. See enclosed memo from Ms. Burchett. It is suggested the Chamber of Commerce or Office on Youth might take on flag sales for a fund-raiser.
- b. Key Activity Timetable – An updated Key Activity Timetable will be presented via the November 21 weekly update.
- c. Appointments:
 1. Board of Equalization – I am contacting suggested nominees to determine interest.
 2. Recreation Commission As requested by the Recreation Commission (see enclosed minutes), two county appointees need replacement due to inability to attend commission meetings frequently.
 3. PDPC Recreation Commission Study Committee – This matter was deferred from the Board’s October meeting. The Town of Dublin has appointed Councilman Benny Skeens and Town Manager Gary Elander to serve on the study committee. The Town of Pulaski has appointed Councilman Lane Penn and Director of Parks and Recreation Dave Hart to the committee.
 4. School Property Task Force - One or two Board of Supervisor members to assist with school site selection is requested by the School Board. School Board members Saltz and Bain have been selected by the School Board. The Town of Pulaski will be requested to appoint members since the sites first under consideration will have impact on school facilities now located in the town.

JNM/gh

November 17, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of October 27, 1997 – See **enclosed**.
- b. Accounts Payable – A listing of accounts payable will be presented prior to the Board's meeting.
- c. Appropriations and Transfers – See **enclosed** copies of transfers and appropriations as follows:
 1. Interoffice Transfer # 5 - \$37,936.79
 2. General Fund Appropriation #5 - \$120,130.26
 3. Capital Improvement Fund Appropriation #5 - \$17,755.00
- d. Ratification – At this time, there are no contracts, change orders or agreements that need approval by the Board.
 1. Contracts
 2. Change Orders
 3. Agreements:
 4. Other:
 - ◆ Sheriff/School Resource Officer at PCHS - Ratification of renewal of the grant funding the officer in the amount of \$35,000, with no local match, is requested.
- e. 1997 Holiday Schedule - Governor Allen has declared one-half day the Wednesday before Thanksgiving, one-half day on Christmas Eve, the day after Christmas and the day after New Year's as additional state holidays. It is recommended Board of Supervisors employees be granted the same state holidays. PSA garbage service will only miss Thanksgiving, Christmas and New Years days.

- f. Circuit Court Clerk's Document Management and Imaging System RFP & Appointment to Task Force – **Enclosed** is the proposed request for proposal. Also **enclosed** is correspondence from Clerk Glennwood Lookabill nominating individuals to serve on the task force to investigate the efficiency of such a system. Authorization is requested to issue the RFP and initiate the task force in an advisory capacity.
- g. Board of Equalization Budget Amendment - Authorization is requested for a budget amendment to allow pay to the board members at \$200 per day, as well as cover travel, postage, record keeping and clerical expenses.
- h. J. D. Johnston Store Property Clean-up – **Enclosed** is correspondence from Zoning Administrator Jenkins to Ms. Johnston regarding this matter. As of today's date, no response has been received from Ms. Johnston. It is recommended staff be authorized to pursue enforcement of the property cleanup on or after April 1, 1998 if no action by the property owners is taken prior to that date.
- i. Proposal Re: Old Landfill Firing Range – Mr. Marion Lutz has advised that a retired deputy sheriff may be interested in working the firing range at the old landfill for a fee basis. I suggest any plans for public access to the range be first reviewed and endorsed by both the sheriff and the county attorney before approval by the Board of Supervisors.
- j. Veteran's Day Resolution – Chairman Sheffey has requested a resolution be adopted honoring all veterans. **Enclosed** is a draft resolution.
- k. Personnel Changes – See **enclosed** update of recent personnel changes as prepared by Director of Management Services Nancy Burchett.
- l. Jefferson School Playground Equipment – Pulaski Middle School teacher Joel Burchett has requested the playground equipment currently located at the old Jefferson School be donated to Newbern Elementary. We have confirmed there is no need for the equipment by Head Start or the Office on Youth. Approval is recommended, pending acceptance by the School Board of ownership of the equipment.
- m. New River Designation for National Wild Scenic River System - Approval of the **enclosed** request from Montgomery County in support for seeking Congressman Boucher's assistance in the designation is recommended.

JNM/gh

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November 17, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Executive Session – 2.1-344(A)

An executive session is requested pursuant to Section 2.1-344(A) of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters as follows:

BBA Payoff – ***Enclosed*** is a request by BBA to pay off a \$450,000 debt owed to the IDA in 2012 at a discounted rate of 8.64% resulting in a net payoff at a present value of \$131,993.56. The county attorney can provide an update.

Commerce Park – Supervisors Sheffey and Cook can report on the status of planning for the park organization and funding.

NRRA Expansion To Include Giles County – Supervisor Cook can provide a status report.

Land Acquisition – Authorization to accept the Max Creek lake access site offered by AEP is recommended, pending development of an acceptable maintenance and public access plan.

JNM/gh