

BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS

Regular Meeting
Monday, Dec. 15, 1997
7:00 p.m.

ITEM (Follow-up Action)	KEY STAFF
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7:00 p.m.

1. Invocation
2. Additions to Agenda

7:00 p.m.

3. Public Hearings:

- a. Consideration by the Pulaski County Planning Commission of rezoning from Residential (R-1) to Commercial (CM-1) an area along the north side of Lee Highway (Rt. 11), beginning at its intersection with Thornspring Road, (Rt. 643) west to include tax map number 055-001-0000-018C, owned by Donald T. Anderson and known as "The Barn", in the Massie District

(Board advised of Planning Commission action to table matter until January meeting – Place on January supervisors agenda)

Ms. Hanks

- b. Consideration of an amendment to Section 3.12.3-1c of the Subdivision Ordinance to change the requirement of street surface from surface treatment to require bituminous concrete street surfaces

(Tabled – Staff to seek comments from Asphalt Institute, presumably at Penn State, on advisability and also seek input from developers, realtors and VDOT - Report back to supervisors at next appropriate meeting- Place on January agenda)

Mr. McCarthy/
Mr. Coake

Ms. Hanks

- c. A rezoning request by Kathleen J. Sledd from Residential (R-1) to Conditional Commercial (CM-1) to allow an art studio/gallery on property identified on Pulaski County tax records as parcel 065-001-0000-0082, approximately 23,886 sq. ft., located on the south side of Wilderness Road, (Rt. 611), 200 ft. west of the intersection of Towes Ferry Road (Rt. 697), in the Draper District

(Approved as recommended by Planning Commission – Notify applicant)

Ms. Jenkins

7:30 p.m.

4. Highway Matters:

a. Follow-up from Previous Board meeting:

1. Status of Surface Transportation Assistance Act
(VDOT advised of pending request – Place update on January supervisors agenda)

Ms. Hanks

2. Study Request, Rt. 663, Owens Road
(Place request for hazardous curve improvement on “Waiting List” – Notify concerned citizen)

Ms. Hanks

3. Rt. 738, Robinson Tract Road Tractor/Trailer Prohibition
(VDOT advised signs are in place advising against tractor/trailer use; however, prohibiting tractor/trailer use would require a public hearing – No action at this time)

b. Processing Speed Limit Reduction Requests

(Authorized staff to follow a procedure on each request for speed reduction as follows: County staff to request informal speed study by VDOT; share results with Board member in district requesting study; Board member to determine if formal action required by Board of Supervisors, and place on agenda as appropriate – Add to policy manual)

Ms. Hanks

c. Speed Limit Reduction Request (New Road Behind Lowes in Dublin)

(Staff to work with Supervisor Cook in determining need for speed study - VDOT will post 25 mph signs)

Mr. Morgan

d. Rumble Strips at Intersection of Route 627, Highland Road, and Route 100, Cleburne Blvd.

(VDOT advised rumble strips not recommended at this time; however, additional 30 inch stop sign, stop bar and stop ahead sign will be installed)

e. Board of Supervisors Concerns

(Supervisor Conner requested VDOT check the Route 1030, Bagging Plant Road, curve signs at County Garage)

(Supervisor Fariss requested VDOT check visibility of intersection of Route 693 & Thornton Road – Place update on January supervisors agenda)

Ms. Hanks

(Supervisor Fariss requested VDOT replace and/or repair signs caused by vandalism on Route 607, Kayoulah Lane, Route 608, Thomas Road, and Route 693, Farris Mines Road)

(Supervisor Sheffey advised of closing of one lane on Memorial Bridge for corrective action)

- f. Citizens Concerns
- g. Other Matters

7:40 p.m.

- 5. Treasurer's Report
(Reported – Supervisor Fariss expressed concern over 4.04% sales tax going to the City of Radford)

7:50 p.m.

- 6. Citizens' Comments
(None)

8:00 p.m.

- 7. Report from Friends of Pulaski Theatre (FOPT)
(FOPT to provide interim report in six months and posture to accept building in 18 months - Place update on June 1997 and June 1998 agendas)

Ms. Hanks

8:10 p.m.

- 8. Reports from the County Administrator & Staff:
 - a. Key Activity Timetable
(Reviewed)
 - b. Meeting Date to Review Jefferson Mills Industrial Revenue Bond Financing
(Scheduled supervisors meeting for Tuesday, December 23, 1997 at noon in Godbey Hall at NRCC)
 - c. Appointments
 - 1. Office on Youth
(Reappointed Joyce Owen and Jeannette Sheffey for a term ending January 1, 2000 – Notify Ms. Owen and Ms. Sheffey)
 - 2. Southwest Virginia Economic Development Financing
(Reappointed Dallas Cox – Notify SW Va. Economic Development Financing)

Ms. Hanks

Ms. Hanks

9. Items of Consent:
 - a. Minutes of November 24 & December 6, 1997
(Approved) Ms. Hanks
 - b. Accounts Payable
(Approved) Ms. Spence
 - c. Appropriations and Transfers
 1. Interoffice Transfer # 6 - \$31,251.79
 2. General Fund Appropriation # 6 - \$5,789.20
 3. Capital Improvements Fund Appropriation #6 - \$25,848
 4. Capital Improvement Fund Transfer #1 - \$4,800
 5. Social Services Appropriation # 1 (\$10,323) & #2 (\$47,000)
(Approved) Ms. Burchett
 - d. Ratification:
 1. Contracts:
 2. Change Orders:
 - a. Claytor Lake State Park Water System
Change Order #1 Amendment CO97-12-1
(Ratified) Mr. Coake
 - b. Claytor Lake Sewer Line Extension
Change Order #7 – CO97-12-2
(Ratified) Mr. Coake
 - c. Route 660 Water Line Project Change Order
#4 - CO97-12-3 & #5 – CO 97-12-4
(Ratified) Mr. Coake
 3. Agreements:
 4. Other:
 - e. Personnel Changes
(Reviewed)
 - f. Mandatory Direct Deposit for New Employees
(Approved policy requiring all new full-time employees to use direct bank deposit of payroll – Implement policy for new employees) Ms. Burchett
 - g. \$4-for-Life Endorsement
(Denied endorsement – Notify Western Virginia EMS & REMSI) Ms. Hanks

- h. Memorial Placement Policy
(Adopted policy for county property, including the courthouse grounds, with requests to be reviewed by the Courthouses Exhibits Committee and a recommendation by the committee be made to the Board of Supervisors for final approval – Notify Courthouses Exhibits Committee – Include in policy manual) Ms. Burchett/Ms. Hanks
 - i. Scheduling Surplus Property Disposal Public Hearings
 - 1. Rt. 100 Right-of-Way on Cloyds' Mountain
 - 2. Rt. 1030, Bagging Plant Road
 - 3. Rt. 11, Lee Highway
 - 4. Former Belspring School Site
(Schedule hearings for January supervisors meeting – Advertise hearings on January 11 and 18) Ms. Hanks/Ms. Jenkins
 - j. Use of Firing Range
(Denied request – Notify interested citizen) Ms. Hanks
 - k. County Property Usage Policy Revision
(Approved amendment to policy – Notify insurance company – Amend policy manual to include revision) Ms. Burchett
Ms. Hanks
 - l. Plat Vacation Requests
(Approved – Notify applicant – Schedule public hearings for January supervisors meeting – Advertise 1/11 & 18 – Notify adjacent property owners) Mr. Coake/Ms. Jenkins
 - m. Financial Advisor for Overall Capital Needs
(Authorized staff to seek request for proposals to secure financial advisor for the various major capital needs) Mr. Morgan
 - n. Snowville Fire Truck Purchase
(Approved issuance of purchase order for truck and pumper) Mr. Crigger
 - o. PDC State Funding
(Advise legislators of support for increasing state financial support for the Virginia Planning District Commission Program – Notify legislators) Ms. Hanks
10. Citizen Comments
(None)

11. Other Matters from Supervisors

(Supervisor Cook advised of visit to PCHS to review leaking roof – Staff to issue CIP update report by February 1998 and include schools in update – Complete CIP update by 4/1/98)

Mr. Huber

(Chairman Sheffey advised of a public meeting to be scheduled sometime in January or February by the AEP Ad Hoc Committee to receive public input on the proposed power line)

(Add awning for Board Room arched windows to KATT for 4/98 completion – Advise Roger Leonard of work order)

Ms. Hanks

12. Executive Session – 2.1-344(A)

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

(Advise New River Industrial Park adjacent property owner Whited that his requests for land swap and purchase can be considered as master plan for park is finalized, probably by mid 1998)

Mr. Huber

- ◆ Prospective Industry

(Staff to prepare report for Supervisor White for Monday's, December 21, Rotary program, possibly re: the Pulaski County Internet Committee and/or six year plan update)

Mr. Morgan

13. Adjournment

December 8, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

- a. Consideration by the **Pulaski County Planning Commission** of rezoning from Residential (R-1) to Commercial (CM-1) an area along the north side of Lee Highway (Rt. 11), beginning at its intersection with Thornspring Road, (Rt. 643) west to include tax map number 055-001-0000-018C, owned by Donald T. Anderson and known as “The Barn”, in the Massie District – See **enclosed** information submitted to the Planning Commission for its meeting on December 9. A recommendation from the Planning Commission will be provided prior to the Board’s meeting.
- b. Consideration of an **amendment to Section 3.12.3-1c of the Subdivision Ordinance** to change the requirement of street surface from surface treatment to require bituminous concrete street surfaces – See **enclosed** information submitted to the Planning Commission for its meeting on December 9. A recommendation from the Planning Commission will be provided prior to the Board’s meeting.
- c. A rezoning request by **Kathleen J. Sledd** from Residential (R-1) to Conditional Commercial (CM-1) to allow an art studio/gallery on property identified on Pulaski County tax records as parcel 065-001-0000-0082, approximately 23,886 sq. ft., located on the south side of Wilderness Road, (Rt. 611), 200 ft. west of the intersection of Towes Ferry Road (Rt. 697), in the Draper District – See **enclosed** information submitted to the Planning Commission for its meeting on December 9. A recommendation from the Planning Commission will be provided prior to the Board’s meeting.

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December 8, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

a. Follow-up from Previous Board meetings:

1. Status of Surface Transportation Assistance Act (STAA) – The resident engineer may have information to share.
2. Safety Study Request, Rt. 663, Owens Road – VDOT was requested to review the possibility of adding to six year plan waiting list or as a safety matter. The resident engineer may have information to share.
3. Rt. 738, Robinson Tract Road Tractor/Trailer Prohibition – VDOT was requested to review. The resident engineer may have information to share.

b. Processing Speed Limit Reduction Requests – In November, Supervisor White suggested a procedure be developed for responding to speed reduction requests from county citizens. It is suggested that staff be authorized to seek informal speed limit reviews from the resident engineer. The results of the informal review would be shared with the supervisor in whose district the request is made. That supervisor could then decide whether to pursue the request with a poll of citizen interest, require the citizen(s) requesting the reduction to seek support through a petition, etc. or refer to the full Board for a formal speed study request.

c. Speed Limit Reduction Request (New Road behind Lowes in Dublin) – Ms. Norma Miller of Dublin has requested a speed limit reduction be made to this road.

/gh

cc: Mr. David Clark, Assistant Resident Engineer

December 8, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – See *enclosed* updated timetable.
- b. Meeting Date To Review Jefferson Mills Industrial Revenue Bond Financing - The county attorney expects the Industrial Development Authority to hold a hearing on financing new equipment for Jefferson Mills. No local funding is required. The Board is requested to set a date for a meeting between December 22 and December 31 to approve the financing by the IDA.
- c. Appointments:
 1. Office on Youth – According to our records, the terms of Ms. Joyce Owen and Ms. Jeannette Sheffey will expire on January 1, 1998.
 2. Southwest Virginia Economic Development Financing – According to our records, the term of Dallas Cox will expire on January 1, 1998.

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December 8, 1997

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of November 24 & December 6, 1997 – See ***enclosed*** minutes.
- b. Accounts Payable – See ***enclosed*** listing of accounts payable.
- c. Appropriations and Transfers – See ***enclosed*** copies of transfers and appropriations as follows:
 1. Interoffice Transfer # 6 - \$31,251.79
 2. General Fund Appropriation #6 – \$5,789.20
 3. Capital Improvements Fund Appropriation # 6 - \$25,848
 4. Capital Improvement Fund Transfer #1 - \$4,800
 5. Social Services Appropriation # 1 (\$10,323) & #2 (\$47,000)
- d. Ratification:
 1. Contracts – There are no contracts at this time; however, any contracts received after delivery of the packet will be presented prior to the Board’s meeting.
 2. Change Orders – Copies of change orders as follows are ***enclosed*** for ratification by the Board:
 - a. Claytor Lake State Park Water System Change Order #1 Amendment 97-12-1 – Ratification is requested of an adjustment to change order number 1 for the State Park Water System for the addition of 82 feet of water line for an adjustment of \$1,473.54; the addition of ¾ inch service with road crossing totaling \$775.39; 1 inch service without road crossing and two meters totaling \$1,755.82; and 1 inch service without road crossing and two meters totaling \$1,442.68, for a total change order adjustment of \$5,447.43.

- b. Claytor Lake Sewer Line Extension Change Order #7 – 97-12-2 – Ratification is requested for the extension of a water line to the proposed truck stop property. Thirty-five thousand five hundred three dollars (\$35,503) will be paid by the truck stop developer. The balance of the \$54,763.10 will be requested from other future users.
 - c. Route 660 Water Line Project Change Order #4 - 97-12-3 – Ratification of the ***enclosed*** change order totaling \$46,033.00 is requested. The change order extends water to the Walters Trailer Park, which has been approved by the Public Service Authority. The extension will add customers and revenue to the water system and will be secured by both liens and a deed of trust on the property.
3. Agreements – There are no agreements at this time; however, any agreements received after delivery of this packet will be submitted prior to the Board’s meeting.
- e. Personnel Changes – See ***enclosed*** update of recent personnel changes as prepared by the Director of Management Services.
 - f. Mandatory Direct Deposit for New Employees – Adoption of the ***enclosed*** policy to require all new full-time employees to use direct bank deposit of payroll is recommended. The county’s primary bank will be required to offer no-charge checking or serve as a pay station for any new employee who does not have a banking relationship. As an incentive for current employees, pay for those using direct deposit is being made a day earlier than check distribution. Direct deposit avoids handling paychecks and employees needing to pick-up and cash checks during work hours.
 - g. \$4-for-Life Endorsement – Adoption of a resolution of support for the \$4-for-Life program is recommended. ***Enclosed*** is a sample resolution. There are no proposed changes to the allocation formula. Funding will come from doubling the current \$2 of the annual state fee to register an automobile that goes to the special fund for emergency medical services.
 - h. Memorial Placement Policy – The Board of Supervisors requested a policy be proposed on memorial placement on county property, particularly the courthouse grounds. It is recommended any requests for memorial placement be reviewed by the Courthouses Exhibits Committee and a recommendation by the committee be made to the Board of Supervisors for final approval.
 - i. Scheduling Surplus Property Disposal Public Hearings – Hearings would be appropriate on three properties. A hearing is necessary before property can be sold or otherwise transferred. Since the reassessment is completing, the values placed on the properties by Wingate Appraisal Service should be current and provide a starting place if sale is desired. the properties are:
 - 1) Route 100 Right of Way on Cloyd’s Mountain – The Board has approved transfer of a portion of the old landfill property needed for the four-laning. The county attorney reminded us that a hearing is necessary first.

- 2) Route 1030, Bagging Plant Road – Pasture land that was surplus school property now has sewer available, as well as water. It could be used for residential or commercial. It is between the one million-gallon Public Service Authority water tank and the county garage, adjacent to the Orchard Hills Subdivision.
 - 3) Route 11, Lee Highway – The surplus school property just east of Mount Pleasant Subdivision is being transferred to the Board. It is zoned industrial and has water and sewer available.
- j. Use of Firing Range – ***Enclosed*** is a memo from Sheriff Davis advising of concerns he has regarding the use of the old landfill as a public firing range.

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December 8, 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, including the following:

Land Acquisition/Disposition –

- ◆ ***Enclosed*** is a request from James Whited to acquire property for residential use from the New River Industrial Park site. Mr. Whited is an adjacent property owner. While his request may be compatible with the planned adjacent residential community, I suggest any action be delayed until the plans for the Heron's Nest community are final. I believe an appropriate response is that the existing agreement with Mr. Boyer precludes any action at this time.
- ◆ An update on Commerce Park negotiations is expected.

JNM/gh