

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Monday, Sept. 28, 1998
7:00 p.m.**

FOLLOW-UP ACTION

ITEM	KEY STAFF
1. <u>Invocation</u>	
2. <u>Public Hearings:</u> ♦ <u>County Budget Amendment</u> (Approved amendments)	Ms. Burchett
3. <u>Additions to Agenda</u>	
4. <u>Highway Matters:</u>	Mr. Brugh (unless noted otherwise)
a. <u>Follow-up from Previous Board meeting:</u>	
1. <u>Rt. 643, Cougar Trail Road, between Rt. 11, Lee Highway, and Rt. 611, Newbern Road, Additional Turning Lanes Study</u> (VDOT to provide cost estimates – Add to waiting list – Place on October Board agenda for update by VDOT)	Ms. Hanks
2. <u>Request for Improvements to Route 704, Greenhouse Road, Due to Poor Visibility</u> (VDOT advised improvements would cost \$25,000 – Consider on six year plan and confirm if road is now on waiting list, if not, place on waiting list)	Ms. Hanks
3. <u>Rt. 812, Pepperell Way, at Bond Cote, filling of hole</u> (VDOT advised completed – Place on October agenda for confirmation by VDOT)	Ms. Hanks
4. <u>Old Route 100 potholes between Route 611 and Rt. 672</u> (VDOT advised completed - Place on October agenda for confirmation by VDOT)	Ms. Hanks
5. <u>Surface treating at Draper I-81 interchange to Elementary School</u> (VDOT advised scheduled for fall 1998 – Place on October agenda)	Ms. Hanks

- 6. Rt. 658, Delton Road, rock protrusion remedy
(VDOT advised scheduled for fall 1998 – Place on October agenda) Ms. Hanks

- 7. Rt. 640, Brookmont Road, Informal Speed Study Results
(VDOT requested to perform formal speed study – Send excerpt of minutes to VDOT – Place on October agenda) Ms. Hanks

- b. Rt. 643, Cougar Trail Road, Traffic Signal Request
(VDOT requested the study need for signal - Volvo requested to consider putting traffic from center of plant entrance to Route 643/683 entrance – Place update on October agenda) Mr. Morgan
Ms. Hanks

- c. Rt. 655, Max Creek Road, Blockage
(Comments re: this matter were heard from Brenda Blackburn, Sam Campbell, J. L. Anderson, Priscilla Richardson, Don Williams and James Richardson)

(Board declined action on this request – Adopted resolution recommending concerned citizens seek civil remedies to concerns – Advise citizen spokesperson Brenda Blackburn) Mr. McCarthy

- d. New River Industrial Park Access Road Resolution
(Approved agreement guaranteeing maintenance of New River Industrial Park access road drainage)

- e. Landfill Road Acceptance
(VDOT advised still under review – Place update on October agenda) Ms. Hanks

- f. Historical Highway Markers – Draper's Valley & the New River
(Approved requesting VDOT to determine an appropriate site for erecting markers) Ms. Hanks

- f1. Rt. 755, Depot Road
(Noted right-of-way difficult to acquire, could limit to drainage at underpass or convert to minimum plan project – Supervisor Sheffey will follow-up with VDOT)

g. Board of Supervisors Concerns

(Supervisor Fariss expressed concern re: blockage in Redwood Subdivision on half circle at end of Rt. 662, Lyons Road – VDOT advised it was citizens consent not to contest right-of-way due to residence blockage – Staff to provide any notes on the project to confirm citizens consented to leaving loop closed)

Mr. Coake/Ms. Taylor

(Supervisor Fariss requested layout of Memorial Bridge on Fairlawn side – VDOT will provide copies)

(Supervisor Fariss inquired if connector from Route 683, Alexander Road, to Rt. 1082, Woodlyn Street, can be opened up – Staff advised right-of-way not available – Board to review as a rural addition – Place on list for reviewing in fall)

Ms. Hanks

(Supervisor Sheffey inquired regarding Memorial Bridge work schedule, as well as replacement schedule – VDOT advised bridge is currently being painted with scheduled replacement to begin with advertisement in June 2000)

(Supervisor Conner advised the Rt. 618, Eugene Street, drainage needs review where ponding takes place – Place update on October agenda)

Ms. Hanks

(Supervisor Cook advised Rt. 100, I-81 exit, at Newbern needs striping due to hazard on unmarked pavement – Place update on October agenda)

Ms. Hanks

(Supervisor Cook advised of litter problems at Route 99, Count Pulaski Boulevard, and F047, Old Route 100, and the need for cleanup at gravel storage – VDOT will try “no littering” signs)

h. Citizens Concerns

(Noted under item c above)

5. Treasurer's Report

(Presented)

6. Citizens' Comments

(Ed Hoggatt requested an explanation re: PSA special pickup procedures and advised of special pickup needs at the corner of Rt. 606, Parrott Mountain Road, and Rt. 830, High Road)

Mr. Mayberry

(Ms. Hattie Morrison advised of litter along Route 99, Count Pulaski Boulevard, and Rt. F047, Old Rt. 100, as well as loitering around midnight and after - Staff to refer loitering concerns to Sheriff's Department)

Ms. Hanks

7. Reports from the County Administrator & Staff:

a. Key Activity Timetable
(Reviewed)

b. Scheduling of Clean-up Enforcement Hearing
(Advertise on Sundays, October 4 and 11, for public hearing at October 19 Board meeting)

Ms. Hanks

c. Y2K Plan Presentation
(Presented)

d. Appointments

1. REMSI

(Appointed Dr. David Stanley - Notify Dr. Stanley and David Smith)

Ms. Hanks

2. NR Criminal Justice Services Board

(Reappointed Anthony Akers for a term ending October 1, 2000- Notify PDC)

Ms. Hanks

3. Private Industry Council

(Pulaski Encouraging Progress requested to nominate individual representing business sector - Hi Nicely agreed to serve – Notify PIC)

Mr. Huber
Ms. Safewright

4. Regional Jail

(Appointed Supervisor Frank Conner, with Mr. Huber as alternate – Advise Jail Superintendent Dobbins)

Ms. Hanks

5. New River Highlands RC&D

(Contact Mr. Lindsey to determine interest in continuing service)

Ms. Hanks/Mr. Morgan

6. Confirmation of the Virginia's First Regional Industrial Facility Authority Appointments
(Chairman Sheffey and county administrator appointed – Notify Mr. Rundgren) Ms. Hanks

7. Clean Community Council
(Request Mr. Ed Hoggatt to serve - Ms. Hanks
Note three vacancies exist on Clean Community Council – Request Clean Community Council provide nominees to fill vacancies, if desired) Ms. Burchett

8. Items of Consent:
 - a. Minutes of August 19 & 24, 1998 & Correction to July 27, 1998 Minutes
(Approved – Note on July 27 minutes correction to ordinance that will be placed in September minutes) Ms. Hanks

 - b. Accounts Payable
(Approved) Ms. Spence

 - c. Appropriations and Transfers
 1. Internal Service Fund Transfers #3 - \$35,753.93
 2. FY 99 Supplemental General Fund Appropriation \$5,422,169
 3. FY 99 Supplemental School Fund Appropriation \$733,831
 4. School Construction Projects Fund \$8,500,000
 5. Capital Improvements Fund \$5,097,155
 6. VPA Fund Appropriations #2 - \$73,855 (100% reimbursed)
(Approved) Ms. Burchett

 - d. Ratification:
 1. Contracts
 2. Change Orders
 3. Agreements
 - ◆ New River Trail Temporary Access at Allisonia
(No action – Place on October agenda) Ms. Hanks
 4. Other
 - a. Litter Prevention & Recycling Grant - #13,021
(Ratified)

 - b. C. E. Richardson Grant Application DARE Program - \$2,700
(Ratified)

- c. Building Usage Application – American Heart Association
(Ratified)
- d. Central Builders, Inc. Contract for Installation of Water and Sewer Lines and Construction of a Roadway at New River Industrial Park - \$226,799.20
(Ratified)
- e. Personnel Changes
(Reviewed)
- f. New River Industrial Park Utility Extension Award of Bid
(Approved award of bid as recommended by county engineer) Mr. Coake
- g. Money 2000 County Proclamation
(Adopted – Send resolution to Extension Office) Ms. Hanks
- h. Memorial Resolutions:
 - 1. Zola P. Lancaster
 - 2. Ruth Nuckols
(Approved – Send resolutions to families) Ms. Hanks
- i. Relocation of Drainage Easement – Rolling Hills
(Approved plat – Notify property owners) Mr. Coake
- j. Acceptance of Office on Youth Six-Year Needs Assessments and Plan
(Accepted – Send excerpt of minutes to Office on Youth director) Ms. Hanks
- k. Cleaning Services Proposals for County Buildings
(Approved award of cleaning services to B&S Cleaning as recommended by management services director – Notify current cleaning services and B&S Cleaning Services) Ms. Burchett
- l. Tool Allowance
(Approved recommendation by Director of Fleet Maintenance to provide tool allowance) Mr. Mayberry

- m. PCIC/Telecommunications Advisory Committee Coordination
(Approved making the Pulaski County Internet Committee an ex-officio component of Telecommunications Advisory Committee – Notify committees) Mr. Huber

- n. Rezoning Initiative Re: New River Industrial Park
(Approved advertising public hearing to consider rezoning of the planned unit development and transitional industrial district (TID) at the New River Industrial Park – Initiated new TID zoning and rezoning for New River Industrial Park - Advertise for October 19 hearing) Ms. Hanks/Mr. Morgan

- o. Community Services Board Organizational Designation and Annual Performance Contract
(Accepted recommendation from Social Services Board that the NRV Community Services Board continue to be designated a separate policy making board and that the FY 99 performance contract be approved between the Community Services Board and the Virginia Dept. of Mental Health, Mental Retardation and Substance Abuse Services – Execute appropriate forms) Mr. Morgan

- p. PCSA Easement Across Fairlawn Fire & Rescue Property
(Authorized county engineer and county attorney to prepare and execute an easement) Mr. Coake/Mr. McCarthy

- 9. Citizen Comments
(None)

- 10. Other Matters from Supervisors
(Supervisor Fariss inquired of the county attorney re: the status of mineral rights separation from land assessment in General Assembly committee) Mr. McCarthy

(Supervisor White expressed concern re: a message on phone bills re: public rights of way fee being collected on behalf of locality - Staff to request Bell Atlantic provide presentation at future meeting as to why message references locality and not action by the General Assembly – Contact Bell Atlantic) Mr. Morgan

11. Executive Session – 2.1-344(A)

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

(Staff to prepare correspondence to Mr. Roy Whitaker explaining process re: litter enforcement)

(Pick up Jordan's Chapel Church trash and brush at Route 643, Alum Spring Road, and Rt. 744, Lavender Road)

Mr. Mayberry

12. Adjournment

September 21, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearing - County Budget Amendment

A public hearing has been scheduled for this meeting to consider an amendment to the county's 1998-99 fiscal year budget. See enclosed hearing notice. State law requires a hearing whenever supplemental appropriations exceed \$500,000. These additions are for items previously approved or items that will be required.

JNM/gh

September 21, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

a. Follow-up from Previous Board meetings:

1. Rt. 643, Cougar Trail Road, between Rt. 11, Lee Highway, and Rt. 611, Newbern Road, Additional Turning Lanes Study – The resident engineer may have information to share.
2. Request for Improvements to Route 704, Greenhouse Road, Due to Poor Visibility – VDOT was requested to provide a cost estimate on the intersection improvements. Staff is identifying the property owner to assist with requesting donated right-of-way.
3. Rt. 812, Pepperell Way, at Bond Cote, filling of hole – The resident engineer may have information to share.
4. Old Route 100 potholes between Route 611 and Rt. 672 – The resident engineer may have information to share.
5. Surface treating at Draper I-81 interchange to Elementary School – The resident engineer may have information to share.
6. Rt. 658, Delton Road, rock protrusion remedy – The resident engineer may have information to share.
7. Rt. 640, Brookmont Road, Informal Speed Study Results – The resident engineer may have information to share.

- b. Rt. 643, Cougar Trail Road, Traffic Signal Request – See ***enclosed*** correspondence from Resident Engineer Brugh to Volvo regarding this request. The Volvo Trucks facility engineer is requesting two traffic signals along Route 643, Cougar Trail Road. The resident engineer has advised the matter would need to be included in the Six Year Plan or the Industrial Access Road funding pending from the 1994 Volvo plant expansion. The matter could be considered along with other requests at the October 19 Six Year Plan update hearing.
- c. Rt. 655, Max Creek Road, Blockage – The county attorney can brief the Board on his research on this matter. ***Enclosed*** are letters to the Board from Mr. James L. O'Dell, Sr. objecting to the road being opened through the Scout property.
- d. New River Industrial Park Access Road Resolution – The Industrial Development Authority has deeded the right-of-way for the road extension to VDOT, including the preparation of a plat showing the road right-of-way. The Board is requested to authorize any additional action needed by VDOT, including a resolution guaranteeing the right-of-way is satisfactory to VDOT.
- e. Landfill Road Acceptance – ***Enclosed*** is an update on the culvert repair. After the repair is completed, the road should be eligible for addition to the secondary road system. Authorization to accept the road, subject to VDOT's concurrence, is recommended.
- f. Historical Highway Markers – Draper's Valley and the New River – ***Enclosed*** is notice of approval of these two markers. VDOT will be requested to determine an appropriate site for erecting markers. Authorization for VDOT to pursue is requested. The Draper's Valley marker could be erected at or near the Draper's Valley Overlook. The New River marker could be erected approaching Route 114 into Montgomery County.

JNM/gh

cc: J. D. Brugh, VDOT Resident Engineer

September 21, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – ***Enclosed*** is an updated timetable.
- b. Scheduling of Clean-up Enforcement Hearings – The following property maintenance ordinance and/or litter prevention ordinance violations have not been resolved:

Mr. Robert E. Cantrell; Mr. Dennis Duncan Love; and Mr. Daniel Ray Williams. See ***enclosed*** correspondence to these individuals.

The Board may wish to schedule public hearings, after which compliance can be implemented at county expense and enforced through a tax lien.

Enclosed is a memo from Director of Code Enforcement Goins confirming the Dennis D. Love structure is not feasible to restore. On behalf of Mr. Love, his mother, Mrs. Bob (Edna) Love, has requested an extension to allow him to demolish and remove the building at his own expense.

- c. Y2K Plan Presentation – ***Enclosed*** are slides explaining staff efforts to address the Century change. The plan will be reviewed at the Board meeting.
- d. Appointments:
 1. REMSI – Dr. David Stanley has agreed to serve as the county's representative on the REMSI Board of Directors.
 2. New River Criminal Justice Services Board – Mr. Anthony Akers term on this Board expires October 31. He is eligible for reappointment.

3. Private Industry Council – The assistant county administrator has been serving as a representative from economic developers. We plan to ask that that representation be provided by some other economic developer. The Board is requested to advise if they have a recommendation.
4. Regional Jail – It is requested that a replacement for the assistant county administrator as the county's representative be sought.
5. New River Highlands RC&D – ***Enclosed*** is correspondence from the RC&D Council Chairman advising of concerns regarding the lack of attendance at meetings by Pulaski County's representative on the Council. The Board may want staff to contact the county's representative to determine interest in continuing service on the RC&D Council. The Board may also want to review continuing participation in the Council.

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September 21, 1998

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of August 19 & 24, 1998 and Correction to July 27, 1998 minutes – See *enclosed*. A correction to the July 27 minutes, specifically, the ordinance creating Virginia's First Regional Industrial Facility Authority is requested. A copy of ordinance approved at the July meeting is *enclosed*, with additional italicized and deletions noted as a strike through. The changes reflect the current membership and the authority name.
- b. Accounts Payable – See *enclosed*.
- c. Appropriations and Transfers – The following appropriations and transfers are recommended for approval:
 1. Internal Service Fund Transfers #3 - \$35,753.93 – See *enclosed*.
 2. FY 99 Supplemental General Fund Appropriation \$5,422,169 – See *enclosed* listing, which represents the various items included in the budget public hearing scheduled for the September 28 meeting.
 3. FY 99 Supplemental School Fund Appropriation \$733,831 – This amount covers the federal projects, school construction, capital projects carry over, and county general fund transfer carry over from FY 1998.
 4. School Construction Projects Fund \$8,500,000 – This amount covers the literary fund financing previously approved.
 5. Capital Improvements Fund \$5,097,155 – See *enclosed* listing which covers previously approved projects.

- d. Ratification – Ratification of the following is recommended:
1. Contracts – There are no contracts at this time.
 2. Change Orders – There are no change orders at this time.
 3. Agreements:
 - ◆ New River Trail Temporary Access at Allisonia – Ratification of the enclosed agreement with Mr. & Mrs. Don Holt is requested.
 4. Other – Ratification of the following is requested.
 - a. Litter Prevention & Recycling Grant - \$13,021 – See enclosed.
 - b. C. E. Richardson Grant Application DARE Program - \$2,700 – See enclosed.
 - c. Building Usage Application – American Heart Association – Ratification of the enclosed application by the American Heart Association is requested.
 - d. Central Builders, Inc. Contract for Installation of Water and Sewer Lines and Construction of a Roadway at New River Industrial Park - \$226,799.20 – Ratification of the enclosed agreement is requested. The work is for a portion of the New River Industrial Park infrastructure as covered in item f below.
- e. Personnel Changes - Enclosed is an updated listing of recent personnel changes as prepared by Director of Management Services Nancy Burchett.
- f. New River Industrial Park Utility Extension Award of Bid – Approval of the enclosed recommendation of the County Engineer is recommended.
- g. Money 2000 County Proclamation – Adoption of the enclosed proclamation is requested, in support of the Virginia Cooperative Extension Service goal of encouraging family savings and debt reduction.
- h. Memorial Resolutions – It is recommended the Board adopt the enclosed memorial resolutions for Ms. Zola Lancaster and Ms. Ruth Nuckols.

- i. Relocation of Drainage Easement – Rolling Hills – ***Enclosed*** is a plat showing relocation of a 10' drainage easement on Lot 11, Rolling Hills Subdivision, recorded in Plat Book 4, Page 184. In cases involving drainage easements or street right-of-ways where the vacation does not impede or alter drainage or access for any lot other than those lot owners immediately adjoining or contiguous to the vacated area of the governing body shall only be required to obtain the signatures of the lot owners immediately adjoining or contiguous to a vacated area. The property owner has obtained the signatures of the adjacent property owners, and in our opinion, this proposed drainage relocation complies with the above description. It is recommended the plat be approved.
- j. Acceptance of Office on Youth Six-Year Needs Assessments and Plan – Acceptance by the Board of Supervisors of the ***enclosed*** plan of action is requested. Acceptance is required to continue funding for the Office on Youth.
- k. Cleaning Services Proposals for County Buildings – A request for proposals was recently prepared for cleaning services for the majority of county owned buildings. ***Enclosed*** is a memo and spreadsheet from Management Services Director Burchett providing a summary of the quotes received. It is recommended the Board award the clean services to B & S Cleaning.
- l. Tool Allowance – ***Enclosed*** is a follow-up from Director of Fleet Maintenance Mayberry regarding this matter. It is recommended the Board approve this request.
- m. PCIC/Telecommunications Advisory Committee Coordination – Upon the recommendation of the Assistant County Administrator, it is requested that the Pulaski County Internet Connection Committee be made an ex-officio component of the Telecommunications Advisory Committee. Both these groups are working on citizen access to information. The efforts of the PCIC are largely completed. The availability to the Internet by county citizens mostly needs a continuing monitoring effort. By working with the Telecommunications Advisory Committee, a single forum for citizen access to electronic information can be provided.
- n. Rezoning Initiative Re: New River Industrial Park – Board of Supervisors initiation of rezoning of the planned unit development and transitional industrial zone at the New River Industrial Park is recommended. This action will confirm to the Planning Commission that the Board is supportive of the rezoning and establish a timetable for final action that could have all zoning at the park resolved by October, but no later than December. The Industrial Development Authority has also requested the rezoning. The rezoning request includes a Residential (R-2) rezoning for two lots to be transferred to adjacent property owner James Whited. ***Enclosed*** is a tentative concept plan for the park, which shows the zoning request. The plan is being revised to reflect changes approved by the IDA at its September 16 meeting.

- o. Community Services Board Organizational Designation and Annual Performance Contract
– After review and briefing by the Community Services Board executive director, the Board of Social Services recommends that the New River Valley Community Services Board continue to be designated a separate policy making board. The Board of Social Services also recommends the FY 1999 performance contract be approved between the Community Services Board and the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services.

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September 21, 1998

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:

Personnel

Staff Reorganization – I hope to have an initial plan, developed with the assistance of Mr. Huber, available at the Board meeting.

Staff Assistance To Supervisors – In order to balance overall task completion with special assistance Board members may need from time to time, I have asked department head and supervisory staff to advise me when attention to your needs might significantly postpone regular work. I will attempt to discuss with Board members any conflict. I recommend a contact with Ms. Hanks or Ms. Safewright on most needs, since they are best able to coordinate the task with both the appropriate staff member and me. They are available most weekdays days from 7:00 a.m. to 5:00 p.m. at 980-7705. They also regularly check my e-mail at jnmorgan@usit.net. My voice mail is available around the clock at 230-5536.

Legal

PCOY Need Assessment - ***Enclosed*** is the needs assessment for the Office on Youth, which is submitted with the executive session materials, since the results of survey it was based on have not yet been released by the school administration.

Conflict Of Interest Complaint – Information is being prepared regarding the Synthons site in the New River Industrial Park.

Prospective Industry

An update on incentives for an existing industry expansion is anticipated.

An update can also be given on prospective new industries, including projects Undercover and DPS.

JNM/gh