

FOLLOW-UP AGENDA

<i>ITEM</i>	<i>KEY STAFF</i>
1. <u>Invocation</u>	
2. <u>Additions to Agenda</u> (Chairman Sheffey welcomed Boy Scouts to meeting as part of Boy Scouts training requirements)	
3. <u>Public Hearings</u>	
a. <u>Community Development Block Grant Funding</u> (Public hearing held – Board concurred with staff recommendation to defer action to March Board meeting to prioritize with other applications– Place on March agenda both action and additional project hearings)	Ms. Hanks/ Mr. Huber
b. <u>A rezoning request by Robert L. & Stella M. Rice from Conditional Industrial for a Woodworking Shop to Conditional Industrial for a Forklift Sales, Rental, and Repair Service on property owned by James W. and Loretta S. Webb, tax map no. 036-001-0000-0011, 1.315 acres, located at the northeast corner of the intersection of Cleburne Blvd. (Rt. 100) and C. V. Jackson Rd. (Rt. 759), Cloyd District.</u> (Withdrawn – Staff to determine cost to county on withdrawn applications and number of cancelled hearings due to withdrawal – Place update on March Supervisors agenda)	Mr. Huber/ Ms. Jenkins Ms. Hanks
c. <u>Request for review of the new format of the Pulaski County Zoning Ordinance</u> (Approved)	Ms. Jenkins

4. Highway Matters:

- a. Follow-up from Previous Board meeting: Mr. Brugh (unless noted otherwise)
1. Rt. 100, Cleburne Blvd., Rt. 1030 Bagging Plant Road Traffic Signal
(VDOT reported under review – Place update on March Supervisors agenda) Ms. Hanks
 2. Status of One Grade Separated Railroad Crossing in Dublin in Lieu of Rt. 633, Powell Avenue, and Rt. 617, Ruebush Road, Existing Grade Crossings
(VDOT reported under review – Place update on March Supervisors agenda) Ms. Hanks
 3. Landfill Road Acceptance
(Concerns were expressed re: the amount of contractors bond for legal counsel - VDOT will review – Place update on March Supervisors agenda) Ms. Hanks
 4. Rt. 693, Julia Simpkins Road, Single Lane, Low Weight Limit Bridges
(VDOT will review as a maintenance project or as a partial upgrade project rather than replacement to current standards – Place update on March Supervisors agenda) Ms. Hanks
 5. Request to Close Rt. 738, Robinson Tract Road, to Tractor Trailer Traffic
(Advertise public hearing for March Supervisors meeting to consider closing Route 738, Robinson Tract Road, to Route 641, Cox Hollow Road, to Bland County line – Advertise for hearing on March 7 & 14) Ms. Hanks
 6. Update on Snow Removal at Mountain View Heights & Rt. 690, Shelburne Road
(VDOT advised review completed)
 7. Fairgrounds/New River Trailer Park Rural Addition Final Authorization
(Approved – Transmit resolution and all necessary documentation to VDOT) Ms. Hanks/
Ms. Taylor

- b. Request to Add Portion of Rt. 699, McFall Hollow Road to Six Year Plan
(Add to six year waiting list – VDOT to prepare estimate for paving of additional 1/10 of mile – Place update on March Supervisors agenda) Ms. Hanks
 - c. Rt. 744, Lavender Road, and Rt. 636, Alum Spring Road Brush Trimming
(VDOT advised completed)
 - d. Revenue Sharing Program
(Supervisor Cook noted state surplus has no designation for roads – No action)
 - e. Route 663, Owens Road, Paving Request
(Add to six year plan waiting list – Notify resident making request) Ms. Hanks
 - f. Preallocation Public Hearing
(Endorsed using list from last year - Add to existing list: Improved access from Corporate Center/PCHS/Volvo to I-81; Confirm Rt. 100 south of I-81 is on existing list) Ms. Hanks
 - g. Rt. 600, Belspring Road, Widening
(Add to six year plan waiting list, pending cost estimate by VDOT) Ms. Hanks
 - h. Memorial Bridge Replacement Schedule
(VDOT advised of upcoming public hearings to be conducted by VDOT)
 - i. Citizen Concerns
(None)
 - j. Board of Supervisors
(Supervisor White expressed concern re: pavement repair schedule for roads due to winter damage – VDOT advised repairs to be made after April)
- (Supervisor Cook advised the section of FO47, Old Route 100, between I-81 Draper exit to Rt. 658, Greenbriar Road, at Draper Elementary School needs asphalt)

(Supervisor Cook advised several signs in the Draper District need replaced due to frequent vandalism, specifically on Old Rt. 100, south onto Hanson Road, and at top of hill where Peak Creek meets at intersection – VDOT advised can replace sign with a more permanent structure – Place update on March Supervisors agenda)

Ms. Hanks

(Supervisor Fariss advised of concerns re: the Rt. 693, Julia Simpkins Road, entrance and requested VDOT review entrance requirements and contact Jason Wilson directly with solution)

(Supervisor Fariss advised the flooding in 1998 washed away striping on Route 607, Boone Furnace Road – VDOT will remark)

5. Treasurer's Report

(Authorized advertising of 1996 delinquent real estate listing – Staff requested to provide a report at the July Supervisors meeting re: combined personal property, real estate billing and decal billing – Place update on July Supervisors agenda)

Ms. Burchett
Ms. Hanks

6. Citizens' Comments

(Beth Lancaster requested AEP provide map of proposed 765 kV powerline on internet – Ask Joe Weddle of AEP respond directly to Ms. Lancaster)

Ms. Hanks

6a. Presentation by New River Community Services Board

(Presented - Supervisor Fariss requested listing of number of citizens served by class of disability – Community Services Board Director to send analysis of request)

(Randall Hancock of Draper Aden Associates presented an update on the Fair Akers/Rt. 100 sewer project – Include funding proposal with street lighting plan to be presented when ready at March or April Board meeting)

Ms. Hanks/
Mr. Morgan

7. Reports from the County Administrator & Staff:
- a. Key Activity Timetable
(Reviewed)
 - b. FY 99 & FY 00 Preliminary Revenue Estimates
(Reviewed)
 - c. Progress Report – Welcome Sign on North Bound I-81
(Staff reported plan to use the official county seal rather than the Town of Pulaski seal – Design to be presented at March Supervisors meeting – Place on March Supervisors agenda) Ms. Hanks
 - d. Joint Supervisors/Councils Meeting Agenda Items
(Add to agenda Recreation Study Committee report, Randolph Park status, and joint tax collection and decal issuance) Ms. Hanks
 - e. Appointments
 - 1. PEP Steering Committee
(Staff to seek industry representation nominees from PEP Steering Committee March 4 meeting – Staff to review and present attendance records – Place update and suggested nominees at March Supervisors meeting) Ms. Hanks
 - 2. Pulaski County Sewerage Authority
(Appointed Carlos Morris – Notify Mr. Morris and PCSA Chairman Winston Snead) Ms. Hanks
 - 3. Banking Services Committee
(Appointed Supervisor White)
 - 4. Committee to Review Merchants Capital Tax & Related Matters
(Appointed Supervisors Fariss and Cook, Commissioner of Revenue Sayers and County Administrator – Arrange meeting before March 12) Mr. Morgan/
Ms. Hanks
8. Items of Consent:
- a. Minutes of January 23, 1999
(Approved) Ms. Hanks
 - b. Accounts Payable
(Approved) Ms. Hanks

- c. Appropriations and Transfers
1. Internal Service Fund Transfers #8 - \$42,849.67
 2. General Fund Additional Appropriation #9 - \$24,901.10
 3. School Fund Additional Appropriation #13 - \$755.00
 4. Internal Service Fund Additional Appropriation #1 - \$40,535.00
 5. Capital Improvements Fund Additional Appropriation #4 - \$5,400,633.00
(Approved) Ms. Burchett
- d. Ratification:
1. Contracts:
 - ◆ Application for the Lease of 9-1-1 Enhanced Customer Premise Equipment
(Accepted county attorney's recommendation – Authorized county attorney negotiating maintenance agreement – Request copy of 911 database) Mr. McCarthy
Mr. Spangler
 2. Change Orders:
 - ◆ Harry DeHaven Park Dock - \$1,566.72
(Approved)
 3. Agreements:
 - ◆ Harry DeHaven Park Construction Agreement w/ Dept. of Game & Inland Fisheries
(Approved)
 4. Other:
 - ◆ VA COPS Grant Acceptance - \$3,279 – No Local Match
(Approved)
- e. Personnel Changes
(Reviewed)
- f. Memorial Resolution – Derwood Loar
(Approved – Send to family) Ms. Hanks
- g. Salary Adjustments
(Approved – Notify appropriate employees) Mr. Morgan/
Ms. Burchett
- h. Grace Period on Late Purchase of Dog License
(Tabled action to March Supervisors meeting – Place on March agenda) Ms. Hanks

- i. Scheduling of Hearings:
 - 1. Property Violation
(Approved schedule a public hearing at March 22 Supervisors meeting – Advertise on March 7 &14 Ms. Hanks/
Ms. Jenkins
 - 2. Potential CDBG Applications
(Advertise as appropriate for March 22 Supervisors meeting) Mr. Huber
 - j. Draper Fire Department Tanker Bidding
(Approved proceeding with bidding the replacement tanker) Mr. Crigger
9. Citizen Comments
(None)
10. Other Matters from Supervisors
(Supervisor Fariss expressed concern re:
- ◆ Airport sign needs replacement - Staff advised replacement is underway by Foreign Trade Zone
 - ◆ Lack of provision of airplane maintenance at New River Valley Airport – Suggested NRCC pursue providing aviation maintenance training – Refer request to county attorney to share with NRCC Board – Place on next PEP agenda for review Mr. McCarthy
Mr. Huber
 - ◆ EPA's designating the New River as a polluted stream – Reported hearing is being held by EPA in Roanoke on March 11 - Request PDC monitor meeting with the assistance of Pepper's Ferry Director Maus and/or County Engineer Coake Mr. Morgan
 - ◆ Staff to prepare quarterly updates to supervisors re: Commerce Park progress beginning with either March 22 or April 25 Supervisors meeting – Place update on next convenient agenda Ms. Hanks
 - ◆ Staff to prepare a cost impact on Department of Social Services, Community Services Board, etc. due to families of prisoners of regional jail relocating to county – County attorney to research and report back at next convenient meeting Mr. McCarthy

- ◆ AEP intermittent street light being out in front of County Administration Building – Request Barry Long pursue repair to light

Mr.Morgan /
Ms. Hanks

- ◆ Add to Key Activity Timetable County Administration Building front entrance renovation)

Ms. Hanks

11. Executive Session – 2.1-344(A)

- ◆ Personnel
- ◆ Legal
- ◆ Land Acquisition/Disposition
- ◆ Prospective Industry
(Staff to draft letter for February 26 weekly update re: VTNA hiring practices without notice)

Mr. Morgan

12. Adjournment

(To reconvene at March 8, 7:00 p.m. meeting)

February 15, 1999

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

- a. Community Development Block Grant Funding – ***Enclosed*** is a notice of a public hearing to solicit public input on a Community Development Block Grant to be submitted to the Virginia Department of Housing and Community Development for a microenterprise project. Also ***enclosed*** is a fact sheet prepared by the regional group sponsoring the application.
- b. A rezoning request by Robert L. & Stella M. Rice from Conditional Industrial for a Woodworking Shop to Conditional Industrial for a Forklift Sales, Rental, and Repair Service on property owned by James W. and Loretta S. Webb, tax map no. 036-001-0000-0011, 1.315 acres, located at the northeast corner of the intersection of Cleburne Blvd. (Rt. 100) and C. V. Jackson Rd. (Rt. 759), Cloyd District - This request has been withdrawn.
- c. Request for review of the new format of the Pulaski County Zoning Ordinance - A public hearing and re-adoption of the Zoning Ordinance distributed to Board members in January is requested. The ordinance was reorganized to standardize the numbering system and document amendments previously passed by the Board. The reorganization did not involve any change in content. The county attorney recommends adoption to eliminate possible questions related to the structure and content of the ordinance in the event of a court case.

JNM/gh

February 15, 1999

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Highway Matters

a. Follow-up from Previous Board meeting

The resident engineer may have information to share on the following matters from previous Board meetings, unless noted otherwise:

1. Rt. 100, Cleburne Blvd., Rt. 1030 Bagging Plant Road Traffic Signal
2. Status of One Grade Separated Railroad Crossing in Dublin in Lieu of Rt. 633, Powell Avenue, and Rt. 617, Ruebush Road, Existing Grade Crossings
3. Landfill Road Acceptance
4. Rt. 693, Julia Simpkins Road, Snow Removal Between Single Lane, Low Weight Limit Bridges
5. Request to Close Rt. 738, Robinson Tract Road, to Tractor Trailer Traffic
6. Update on Snow Removal at Mountain View Heights & Rt. 690, Shelburne Road
7. Fairgrounds/New River Trailer Park Rural Addition Final Authorization – The Board has authorized transfer of the right of way to VDOT and authorized an agreement to accommodate drainage; however, any remaining action to accomplish the road construction is requested for approval.

b. Request to Add Portion of Rt. 699, McFall Hollow Road to Six Year Plan – Mr. Rusty Jackson of 4250 McFall Hollow Road, has requested paving the portion of unpaved road on Rt. 699. He understands the section that is already paved is scheduled for re-paving by VDOT. Clarification is needed from the resident engineer on whether this is a maintenance item or if it needs to be considered for placement on the six year plan at the next annual hearing.

c. Rt. 744, Lavender Road, and Rt. 636, Alum Spring Road Brush Trimming – Supervisor White has requested brush trimming at this intersection.

d. Revenue Sharing Program - ***Enclosed*** is an invitation to participate in the VDOT Revenue Sharing Program. In the past, local funds have not been available to match these state funds. The maximum available is \$500,000, which can be applied to any secondary road project.

- e. Route 663, Owens Road, Paving Request – See ***enclosed*** request from Col. R. I. Felch for paving. The resident engineer can advise whether this is a maintenance or six-year plan improvement project.
- f. Preallocation Public Hearing – See ***enclosed*** notice of March 23 hearing. Authorization is requested to coordinate a presentation at the hearing in conjunction with the other New River Valley governments and Planning District Commission. In addition to the projects listed last year, a renewed request is recommended for improved access from the Volvo Truck North America plant to Interstate 81.

JNM/gh

cc: J. D. Brugh, VDOT Resident Engineer

February 15, 1999

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – See ***enclosed*** update.
- b. FY 99 & FY 00 Preliminary Revenue Estimates – See ***enclosed*** spreadsheet summarizing current projections for the current and upcoming fiscal year.
- c. Progress Report – Welcome Sign on North Bound I-81 – Special Projects Coordinator John Spangler will provide a written update on the sign installation. Mr. Spangler has deferred action on the sign installation until address confirmation for all county real estate was given to the U.S. Postal Service. The addressed will be used for 911 as well as mail and other address needs.
- d. Joint Supervisors/Councils Meeting Agenda Items – The next joint meeting is scheduled for Tuesday, March 30 at 7:00 p.m. at the Dublin Town Hall. The Board is requested to advise of any potential agenda items. The Recreation Study Committee is scheduled to report.
- e. Appointments
 1. PEP Steering Committee – Review of the ***enclosed*** listing is requested by Supervisor White and myself to insure representation by existing industry.
 2. Pulaski County Sewerage Authority – A vacancy exists due to the death of Mr. Derwood Loar.
 3. Banking Services Committee – A representative of the Board of Supervisors is suggested to meet with staff and Public Service Authority Board Vice-Chairman Archa Vaughan, Jr. The committee will evaluate whether to continue banking services with Community National Bank or seek proposals for services. The current agreement with Community National allows a two year extension if mutually agreeable.

4. Committee to Review Merchants Capital Tax & Related Matters – See ***enclosed*** correspondence from Mr. Robert Hudson of Hudson Automotive Group, as well as my response. A committee to review Merchant's Capital Tax and related matters is requested.

JNM/gh

February 15, 1999

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of January 23, 1999 – See ***enclosed***.
- b. Accounts Payable – See ***enclosed***.
- c. Appropriations and Transfers – The following appropriations and transfers are recommended for approval:
 1. Internal Service Fund Transfers #8 - \$42,849.67 – See ***enclosed***.
 2. General Fund Additional Appropriation #9 - \$24,901.10 - See ***enclosed***.
 3. School Fund Additional Appropriation #13 - \$755.00 – See ***enclosed***.
 4. Internal Service Fund Additional Appropriation #1 - \$40,535.00 – See ***enclosed***.
 5. Capital Improvements Fund Additional Appropriation #4 - \$5,400,633 - See ***enclosed***.
- d. Ratification – Ratification of the following is recommended:
 1. Contracts – Ratification of the following is requested:
 - ◆ Application for the Lease of 9-1-1 Enhanced Customer Premise Equipment - ***Enclosed*** is the application form. Approval is recommended. The change is necessary to allow Y2K century date change compliance for the 9-1-1 emergency communications. The change will increase the monthly cost to Bell Atlantic for 9-1-1 services by \$2,000 per month. It is anticipated the additional expense can be accommodated initially in the 9-1-1 budget, but

will require a rate review in 2000. Approval is contingent on review as to form by the county attorney. Also ***enclosed*** is a letter to Lt. Surber of the Sheriff's Department explaining the need for the change.

2. Change Orders – Ratification of the following ***enclosed*** change order #1 is requested:

◆ Harry DeHaven Park - \$1,566.72

3. Agreements - Ratification of the following ***enclosed*** agreement is requested:

◆ Harry DeHaven Park Construction Agreement with Department of Game and Inland Fisheries

4. Other – Ratification of the following is requested.

◆ Virginia COPS Grant Acceptance - \$3,279 – No Local Match – See ***enclosed*** grant award.

e. Personnel Changes – ***Enclosed*** is an update of recent personnel changes from Management Services Director Nancy Burchett.

f. Memorial Resolution – Derwood Loar – An appropriate memorial resolution will be presented to the Board prior to its meeting.

g. Salary Adjustments – Approval is recommended for salary adjustments listed below to bring employees to full pay. All these employees have served the county over five years. The increases will allow eligibility for regular pay increase, along with other employees at full pay, next fiscal year:

Tony Dehart	Building Maintenance Mechanic	\$ 51
Roger Leonard	General Properties Foreman	\$ 274
Brenda Akers	Garage Secretary	\$ 11
Threcia Burton	Assistant Registrar	\$ 291

Adjustments are also recommended for the following employees, effective January 31, due to increased responsibilities and excellent performance:

Timora Boyers	Community Service Supervisor	\$1,000
Edith Hampton	Codes Inspector (Probation Adjustment)	\$2,000
Michea Prescott	Data Processing Operator – Increased Maximum	\$21,500
Tammy Safewright	Secretary – Increased Maximum	\$21,500
Jamie Taylor	Part-time Clerical	\$5.40/hr

- h. Grace Period on Late Purchase of Dog License – At the suggestion of Supervisor Conner, it is suggested that the Dogs and Other Animals Ordinance be amended to provide a grace period for purchase of dog tags after the annual January 31 deadline. Treasurer Tickle suggests the deadline could be the same as for the motor vehicle license decal. A public hearing on the amendment can be scheduled for the March Board meeting.

- i. Scheduling of Hearings:
 - 1. Property Violations – ***Enclosed*** is correspondence to Ms. Evelee Grace Atwell regarding notice of violation. Scheduling a public hearing at the March Board meeting is recommended. The public hearing to take the appropriate steps to enforce compliance with the Zoning Ordinance and Unlicensed Vehicle Ordinance.

 - 2. Potential CDBG Applications - In addition to supporting the Micro Enterprise Loan application advertised for public hearing at the February meeting, staff anticipates re-submitting an application for improved water service to Volvo and an application for water and sewer service to several mobile home parks in the County. Because most parks are currently near existing service lines, the majority of grant funds are anticipated to be spend extending a gravity sewer line along Route 11 from Thornspring to Virginia Mobile Home park located between Pulaski County High School and the Town of Dublin. Advertisement of public hearings on these projects is planned for the March Board meeting.

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February 22, 1999

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:

Land Acquisition/Disposition:

Restaurant Site Acquisition – It is recommended the Board consider acquiring options on sites near Interstate Exits 98 & 101 for potential restaurant sites.

Legal Matters:

Police Academy – The county attorney can report on the status of the change in the Academy organization which was previously presented to the Board. The Board designated Mr. McCarthy to confer on the reorganization with Academy Director Barnes. Both Dublin and Montgomery County representatives have advised of renewed interest in locating the Academy on the Regional Jail campus.

JNM/gh