

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Monday, June 26, 2000
7:00 p.m.**

FOLLOW-UP

ACTION	KEY STAFF
1. <u>Invocation</u>	
2. <u>Presentations of Resolutions to Sheriff's Department</u> (Presented)	
3. <u>Additions to Agenda</u>	
4. <u>Public Hearings:</u>	
a. <u>A rezoning request by Pulaski Country Club, Inc. from Commercial (CM-1)/Residential (R) to Planned Unit Development (PUD) for property identified as tax map no. 055-01-0000-0024, 24A, 25 and 064-001-0000-008A, approximately 156 acres, located on the east side of Lee Hwy. (Rt. 11) 1.1 miles southwest of Thornspring Rd. (Rt. 643), Massie District.</u> (Request approved as recommended by Planning Commission, conditioned on further review of Phase 2 & 3, dedication of a 50' right-of-way, and proof of authorization by Thornspring Board of Directors – Notify applicant)	Ms. Jenkins
b. <u>A request by Mebco, LLC for modification of the conceptual plan for Heron's Landing Planned Unit Development (PUD) on property identified as tax parcel 030-001-0000-0001, zoned Planned Unit Development (PUD), 376 acres, located to the north of Valley Center Drive (Route 679) in the Ingles District.</u> (Request approved as recommended by Planning Commission – Notify applicant)	Ms. Jenkins
c. <u>A request by Mark D. Kinser for an amendment to the Pulaski County Zoning Ordinance to add a use not provided for to allow business and industrial condominiums.</u> (Request approved as recommended by Planning Commission – Notify applicant)	Ms. Jenkins

- d. A request by **Rebekah Lytton** for a Conditional Use Permit (CUP) and site plan review to allow a daycare center on property owned by **Lowell Clay**, identified as tax map parcels 048-008-0000-113A, 114, 114A, 114C, 115, 115A, (32,800 Sq. Ft.). zoned Commercial (CM1), located at 5905 Lee Hwy, Cloyd District.
(Request approved as recommended by Planning Commission – Notify applicant) Ms. Jenkins
- e. An amendment to the Meals Tax Ordinance Amendment for Compliance with Statewide Uniformity.
(Adopted – Notify Clerk of Circuit Court, Treasurer, and Commissioner of Revenue) Ms. Hanks
- f. An amendment to the “Ordinance Levying a Tax on Purchase of Local Telephone Service to Pay for An E-911 Emergency Telephone System” to increase the monthly tax per phone line to \$1.00 for both cellular and conventional telephone accounts.
(Adopted – Notify Clerk of Circuit Court, Treasurer, and Commissioner of Revenue –
Send notice to all telephone companies serving Pulaski County by registered mail after consulting regarding form of correspondence with county attorney) Ms. Hanks
Ms. Burchett/
Mr. McCarthy
- g. An amendment to the “Pulaski County Utility Tax Ordinance” to add a tax on residential, commercial and industrial natural gas consumption.
(Adopted amendment - Notify Clerk of Circuit Court, Treasurer, Commissioner of Revenue -
Send notice to all United Cities Gas Company by registered mail after consulting regarding form of correspondence with county attorney) Ms. Hanks
Ms. Burchett/
Mr. McCarthy
- h. An amendment to the Ordinance pertaining to “Dogs and Other Animals” to increase the annual license taxes up to \$10 per dog.
(Adopted with changes to kennel section regarding charges, as suggested by county attorney – Notify Clerk of Circuit Court, Treasurer and Commissioner of Revenue) Ms. Hanks

5. Highway Matters: Mr. Brugh (unless noted otherwise)
- a. Follow-up from Previous Board meeting
1. Rural Addition Status Report
(Provide status report at July meeting – Place on July Board agenda) Ms. Hanks
 2. Pulaski County High School New Entrance
(Provide status report at July meeting – Place on July Board agenda) Ms. Hanks
 3. Maintaining Access from Route 11 Lee Highway in Fairlawn to Route 715, Madison Avenue
(VDOT reported three alternatives estimated to be built with secondary road funds – Place alternate one (\$550,000) on six year plan waiting list) Ms. Hanks
 4. Rt. 601, Little Creek Road, Paving Status
(VDOT reported original paved portion has been resurfaced, with remainder to be done in 2001)
 5. Rt. 788, Jennings Road, Rt. 787, Peak Creek Road and Rt. 644, Hurston Road Pavement Deterioration Status
(VDOT reported underway – Supervisor Cook requested Rt. 644, Hurston Road, be asphalted)
 6. Status of Pothole Repairs on Rt. 11 on Rt. 626, Hazel Hollow Road, as well as on Rt. 624, Hickman Cemetery Road onto Rt. 11
(VDOT reported completed)
 7. Shelburne Road Speed Study Review by Sheriff
(VDOT reported Sheriff's study confirmed adequate speed limit is currently posted)
- b. Request for Maintenance on Rt. 609, Boyd Road
(VDOT advised road is being maintained – Advise interested citizens) Ms. Hanks
- c. Semi-Annual report from VDOT re: Six Year Plan Projects Constructed and Balance
(Presented)

(Supervisor Sheffey inquired regarding Rt. 755, Depot Road, status – VDOT advised no response had been received from VDOT District staff)

(Supervisor Fariss inquired regarding status of Rt. 693 bridge – VDOT advised bridge will be opened on Tuesday, June 28 with staff to confirm an acceptable date with Supervisor Fariss for holding an appropriate ceremony – Advise VDOT of date, as well as invite Montgomery County Administrator Jeff Johnson to participate)

Ms. Hanks

d. Speed Zone Reports
(Reported)

e. Heron's Landing at the River Phase 1 Additions Resolution
(Supervisor Sheffey, Mr. Crigger and Mr. Coake to serve as road viewers – Arrange date for viewing)

Ms. Hanks

f. Commonwealth Transportation Board Regional Meetings on Road Needs
(Coordinate attendance at meetings with New River Valley Planning District Commission)

Mr. Huber

g. Request for Speed Study on Cardinal Drive
(VDOT will make informal speed study – Place update on July Board agenda)

Ms. Hanks

h. Request for Improvements to Rt. 698, Barsus Road
(VDOT will address maintenance needs – Advise interested citizens)

Ms. Hanks

i. Request for Traffic Light at Intersection of Rt. 100 (between Burger King and Texaco)
(VDOT advises highly unlikely it will be considered until I-81 is widened and will advise Mr. Miller)

j. Intersection of Owens Road, Rt. 663 and Beach Drive, Rt. 757
(VDOT will review restoration of traffic island where oak tree once grew)

k. Board of Supervisors Concerns

(Supervisor Cook advised of Rt. F047, Old Rt. 100 bridge deterioration over Peak Creek – VDOT will review)

(Supervisor Sheffey reported poor drainage and pavement deterioration at Washington Avenue and Brandon Road – VDOT will review)

I. Citizen Concerns
(None)

6. Treasurer's Report
(Reported)

7. Citizens' Comments
(Lori Nelson commended putting animal control and euthanasia statistics on PSA bills for citizen information – Ms. Nelson expressed concern that over five animal are euthanized each day and the high cost per animal and advocated a intensive spay/neuter program)

8. Reports from the County Administrator & Staff:

a. Key Activity Timetable
(Reviewed)

b. Condition of an Unsafe Structure Owned by **Ralph A. Sheffey, Jr.**, identified on Pulaski County Real Estate Records as Tax Map Parcel 028-001-0000-0026, zoned Residential (R1), 0.3570 acre, located on the South Side of Falling Branch Road, (Rt. 798), approximately 75 ft. east of the New River Rd. (Rt. 624), intersection
(Mr. Huber reported status and recommended exterior sealing and closure within 90 days with internal repairs later. The 90 days are to be 30 days to have a contractor on site and 60 days to enclose and seal – Advise Mr. Sheffey - Place on October Board agenda for update)

Ms. Jenkins
Ms. Hanks

c. Health Department Facility Funding
(Tabled to July Board meeting – Request a cost benefit analysis and current client services and staffing needs and space utilization (what services are offered each day on a weekly/monthly basis)

Mr. Morgan

d. Airshow Sponsorship
(Declined sponsorship – Notify Airshow representative)

Mr. Huber

- e. Appointments:
1. New River Community Services Board
(Appointed Joan Knode for a term ending 6-30-02
– Notify Ms. Knode – Ask Jack Nunley to suggest
someone, perhaps Diana Nunley) Ms. Hanks
 2. Office on Youth
(Reappointed Kelly Sayers – Notify Ms. Sayers) Mr. Akers
 3. Clean Community Council
(Appointed Kathy Sutphin, Barbara Wright and
Mike Lewis – Notify appointees and add to mailing
list) Ms. Safewright
 4. Pulaski Encouraging Progress Steering Committee
(Appointed Bill Cunningham – Notify Mr. Cunningham
and add to mailing list) Ms. Safewright
 5. CPM Team Private Provider Representative
(Appointed Michael Hirsch – Notify Mr. Hirsch) Ms. Hanks
 6. NRV Criminal Justice Services Board
(Appointed Anthony Akers, if qualifies, or
Supervisor Conner or Mr. Huber – Notify
NRV Criminal Justice Services Board Planner) Ms. Hanks
9. Items of Consent:
- a. Minutes of May 22 & June 5, 2000 & Correction to Minutes
of April 24, 2000
(Approved with corrections) Ms. Hanks
 - b. Accounts Payable
(Approved) Ms. Sayers
 - c. Appropriations and Transfers:
 1. Interoffice Transfer #12 - \$38,912.78
 2. General Fund Appropriations #23 - \$73,034.24 &
#24 - \$548.00
 3. Internal Service Fund #1 - \$46,102
 4. Capital Improvement Fund Appropriations #11 - \$30,953.87
 5. School Fund Appropriation #17 - \$12,941.73
 6. School Fund Transfer #1 - \$85,412.00
 7. School Construction Fund Appropriation #1 - \$863,846.00
(Approved) Ms. Burchett

- d. Ratification:
 - 1. Change Order:
 - 2. Agreements, Grants, & Other:
 - a. Draper Mountain Wayside Work – Harrell Contract
(Approved) Mr. Long
 - b. Claytor Lake Festival Fireworks
(Ratified)
 - c. Lease with Marshall Welding – Stargon Cylinders
(Approved) Ms. Spence
 - d. Property, Auto & General Liability Insurance FY 01
(Approved, subject to confirming there will be a full opportunity to bid insurance coverage next fiscal year) Ms. Burchett
 - e. Requests for Funding: 4-H Camp, National SkillsUSA VICA Conference & Wysor Observatory
(Approved – Notify Extension Office and include in next payables) Ms. Hanks
Ms. Spence
- e. Personnel Changes
(Reviewed)
- f. Resolution Authorizing Roanoke IDA to Hold Joint Public Hearing on Carilion Health System \$225,000 Financing
(Adopted resolution – Send excerpt of minutes to Brown and Wood) Ms. Hanks
- g. Auditing and Cost Allocation Proposals
(Awarded contract for auditing services to Robinson, Farmer, Cox Associates for FY 00, 01 & 02, and awarded cost allocation services contract to DMG-Maximus, Inc. – Notify both agencies) Ms. Burchett
- h. FY 01 Budget Adoption
(Adopted – Notify agencies/departments) Ms. Burchett
- i. Renewal of Virginia Mountain Housing Plumbing Rehab Program Administration
(Concurred with allowing Virginia Mountain Housing to continue to administer program for an additional year – Notify Virginia Mountain Housing) Mr. Huber

- j. Policy Adoptions, Amendments and/or Review of Existing Policies:
 - 1. Violence Prevention Policy Adoption
 - 2. Hours of Work Policy Amendment
 - 3. Personnel Policy Amendment re: Compensatory Time
 - 4. Harassment Policy Adoption
(Adopted – Notify employees) Ms. Burchett

- k. Resolution of Appreciation – J.R. Schrader
(Approved – Invite Mr. Schrader to July Board meeting for presentation) Ms. Hanks

- l. Virginia EcoChallenge Request for Assistance
(Authorized staff to support sponsorship of event planned for September 16, to the extent it does not interfere with other county duties and that expense will not exceed \$1,000 in cash support – Notify appropriate representative of Virginia EcoChallenge) Mr. Akers/
Mr. Coake/
Mr. Huber

- m. Ambulance Purchase
(Approved issuance of purchase order for replacement ambulance) Mr. Smith

- n. Circuit Court Clerk’s Computer Purchase
(Approved \$3,000 contribution towards purchase of two personal computers – Notify Clerk of Court) Ms. Hanks

- 10. Citizen Comments
(None)

- 11. Other Matters from Supervisors
(Supervisor Sheffey reported his attendance at the VACo Steering Committee meeting on June 26 and learned JLARC will study elementary and secondary education funding with Roanoke and Abingdon hearings this July. The committee recommends counties present actual dollars contributed to schools, versus declining state share of funding. The committee suggests coordinating presentation with county and school staff. Advise Dr. Cox and respond to VACO letter to be sent soon) Mr. Morgan/
Ms. Burchett

12. Closed Meeting – 2.1-344.A.1.3.5.7

(Accepted Joe Morgan's resignation and appointed as consultant effective July 1, 2000, with Peter Huber requested to be interim county administrator with a \$10,000 a year additional compensation during interim)

Ms. Burchett

(Develop job description for county administrator and calendar for recruitment)

Mr. Morgan

(Compensation approved to Commissioner of Revenue for data processing planning and coordination services of \$5,000 annually effective July 1, 2000)

Ms. Burchett

(Approved wording on Randolph Park Plaque, coordinate with relief bust)

Ms. Safewright/
Mr. Long

(Proceed with restaurant recruitment in Newbern and Fairlawn)

Mr. Morgan

(Prepare PER for water and sewer extension to Bell site adjacent to NRCC)

Mr. Coake

13. Adjournment

June 19, 2000

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Public Hearings

- a. A rezoning request by **Pulaski Country Club, Inc.** from Commercial (CM-1)/Residential (R) to Planned Unit Development (PUD) for property identified as tax map no. 055-01-0000-0024, 24A, 25 and 064-001-0000-008A, approximately 156 acres, located on the east side of Lee Hwy. (Rt. 11) 1.1 miles southwest of Thornspring Rd. (Rt. 643), Massie District. – A public hearing has been scheduled for consideration of this matter. The Planning Commission recommends approval, conditioned on further review of Phase 2 & 3, dedication of a 50' right-of-way and proof of authorization by Thornspring Board of Directors. See ***enclosed*** information.
- b. A request by **Mebco, LLC** for modification of the conceptual plan for Heron's Landing Planned Unit Development (PUD) on property identified as tax parcel 030-001-0000-0001, zoned Planned Unit Development (PUD), 376 acres, located to the north of Valley Center Drive (Route 679) in the Ingles District. – A public hearing has been scheduled for consideration of this matter. The Planning Commission recommends approval. See ***enclosed*** information, which explains adjustments to allow for the Competitiveness Center expansion.
- c. A request by **Mark D. Kinser** for an amendment to the Pulaski County Zoning Ordinance to add a use not provided for to allow business and industrial condominiums. - A public hearing has been scheduled for consideration of this matter. The Planning Commission recommends approval in CM-1 district only. See ***enclosed*** information.
- d. A request by **Rebekah Lytton** for a Conditional Use Permit (CUP) and site plan review to allow a daycare center on property owned by **Lowell Clay**, identified as tax map parcels 048-008-0000-113A, 114, 114A, 114C, 115, 115A, (32,800 Sq. Ft.) zoned Commercial (CM1), located at 5905 Lee Hwy, Cloyd District – A public hearing has been scheduled for consideration of this matter. The Planning Commission recommends approval. See ***enclosed*** information.

- e. An amendment to the Meals Tax Ordinance Amendment for Compliance with Statewide Uniformity – A public hearing has been scheduled for consideration of this matter. ***Enclosed*** is a copy of the proposed ordinance as prepared by County Attorney McCarthy. Adoption of the ordinance amendment language is recommended, including any additional changes determined advisable by the County Attorney and Commissioner of the Revenue. Their further review should include the recently promulgated model ordinance from the Virginia Association of Counties.
- f. An amendment to the “Ordinance Levying a Tax on Purchase of Local Telephone Service to Pay for An E-911 Emergency Telephone System” to increase the monthly tax per phone line to \$1.00 for both cellular and conventional telephone accounts.- A public hearing has been scheduled for consideration of this matter. ***Enclosed*** is a copy of the proposed ordinance as prepared by the county attorney’s office.
- g. An amendment to the “Pulaski County Utility Tax Ordinance” to add a tax on residential, commercial and industrial natural gas consumption.- A public hearing has been scheduled for consideration of this matter. ***Enclosed*** is a copy of the proposed ordinance as prepared by the county attorney’s office. Recent state legislation (HB 279 for natural gas and SB163 for electricity) replaces the gross receipts tax with a consumption tax. Further changes to these ordinances may be needed and should be evaluated by the Commissioner of the Revenue and the County Attorney. ***Enclosed*** is a proposal for the county’s auditing firm to make calculations needed in the conversion to the consumption tax. Acceptance of the proposal is recommended, if determined advisable by the Commissioner of the Revenue and the County Attorney.
- h. An amendment to the Ordinance pertaining to “Dogs and Other Animals” to increase the annual license taxes up to \$10 per dog.- A public hearing has been scheduled for consideration of this matter. ***Enclosed*** is a copy of the proposed ordinance as prepared by the county attorney’s office.

JNM/gh

June 19, 2000

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. Rural Addition Status Report
 2. Pulaski County High School New Entrance
 3. Maintaining Access from Route 11 Lee Highway in Fairlawn to Route 715, Madison Avenue
 4. Rt. 601, Little Creek Road, Paving Status
 5. Rt. 788, Jennings Road, Rt. 787, Peak Creek Road and Rt. 644, Hurston Road Pavement Deterioration Status
 6. Status of Pothole Repairs on Rt. 11 on Rt. 626, Hazel Hollow Road, as well as on Rt. 624, Hickman Cemetery Road onto Rt. 11
 7. Shelburne Road Speed Study Review by Sheriff – Sheriff Davis reports a speed study was conducted by his deputies on Shelburne Road. He reports the following: In May on various dates and times, (i.e. during a.m. working hours and evening) 200 vehicles were checked by radar with only 1 violator. The rest of the traffic monitored was well below the posted 55 mile per hour speed limit.
- b. Request for Maintenance on Rt. 609, Boyd Road – Mr. Herman Boyd has requested maintenance of the road.
- c. Semi-Annual report from VDOT re: Six Year Plan Projects Constructed and Balance – ***Enclosed*** is a report from VDOT on the status of Construction Programs. Please note that any projects with a higher priority number than 10, do not have any activity at the present time.
- d. Speed Zone Reports – ***Enclosed*** is a report from Resident Engineer Brugh regarding recent speed zoning postings, including Rt. 640, and Rt. 674.

- e. Heron's Landing at the River Phase 1 Additions Resolution – Adoption of the ***enclosed*** resolution, as prepared by the Virginia Department of Transportation, is requested.
- f. Commonwealth Transportation Board Regional Meetings on Road Needs – See ***enclosed*** notice of meetings, including the July 21 date for the Salem District. Support of the regional priorities as previously endorsed by the Board is recommended.

JNM/gh

cc: J. D. Brugh, VDOT Resident Engineer

June 19, 2000

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – ***Enclosed*** for the Board's review is an updated timetable.
- b. Condition of an Unsafe Structure Owned by **Ralph A. Sheffey, Jr.**, identified on Pulaski County Real Estate Records as Tax Map Parcel 028-001-0000-0026, zoned Residential (R1), 0.3570 acre, located on the South Side of Falling Branch Road, (Rt. 798), approximately 75 ft. east of the New River Rd. (Rt. 624), intersection – ***Enclosed*** is correspondence to Mr. Ralph Sheffey from Zoning Administrator Jenkins regarding this matter. Any additional information can be provided at the Board's June 26 meeting.
- c. Health Department Facility Funding – See ***enclosed*** notice of state funding availability to rent new health department quarters. This allocation will allow vacating and reuse or sale of the current inadequate clinic space on fourth street in Pulaski. Rented space has worked well for the Agency on Aging and the Community Services Board. The change would increase the local expense for the state health department by \$30,000 annually. A ten percent increase would be required in the upcoming fiscal year. However, without this increase, the health department charge to the county only increases three percent. In recent years, the health department has reduced its operational costs significantly. A new facility, combined with retirement of employees with significant longevity, may allow operational costs to be controlled in the future.
- d. Airshow Sponsorship - ***Enclosed*** is a listing of current sponsors and potential sponsors, as well as a financial statement through November 5, 1999.
- e. Appointments:
 1. New River Community Services Board – Ms. Joan Knode has accepted the Board's invitation to serve. Mr. Bill Hubble has responded he will be unable to serve at this time. Therefore, one vacancy continues to exist.

2. Office on Youth – Office on Youth Director Akers requests Pulaski County High School student Kelly Sayers be reappointed for an additional term of one year.
3. Clean Community Council – It is recommended Ms. Kathy Sutphin, Extension Office, Mr. Mike Lewis, Pulaski County Sheriff's Dept., and Ms. Barbara Wright, Extension Office, be appointed to the Clean Community Council.
4. Pulaski Encouraging Progress Steering Committee – Ms. Bill Cunningham has accepted the Board's invitation to serve.

JNM/gh

June 19, 2000

TO: Board of Supervisors

FROM: Joseph N. Morgan, County Administrator

SUBJECT: Items of Consent

- a. Minutes of May 22 & June 5, 2000 – See ***enclosed***.
- b. Accounts Payable – See ***enclosed***.
- c. Appropriations and Transfers – Approval of the transfers as follows and shown on the ***enclosed***, is requested:
 1. Interoffice Transfer #12 - \$38,912.78
 2. General Fund Appropriations #23 - \$73,034.24 & #24 - \$548.00
 3. Internal Service Fund #1 - \$46,102
 4. Capital Improvement Fund Appropriations #11 - \$30,953.87
 5. School Fund Appropriation #17 - \$12,941.73
 6. School Fund Transfer #1 - \$85,412.00
 7. School Construction Fund Appropriation #1 - \$863,846.00
- d. Ratification:
 1. Change Order – There are no change orders at this time.
 2. Agreements, Grants and Other – Ratification of the following, as shown on the ***enclosed*** documents, is requested:
 - a. Draper Mountain Wayside Work – Harrell Contract – Ratification of the contract with Buck Harrell to perform work at the wayside is requested.
 - b. Claytor Lake Festival Fireworks – Ratification of the fireworks permit issued recently is requested.

- c. Lease with Marshall Welding – Stargon Cylinders- Ratification of the ***enclosed*** agreement is requested.
- d. Property, Auto & General Liability Insurance FY 01- See ***enclosed*** memo from Management Services Director Burchett and recommendation from insurance consultant regarding property, auto and general liability insurance coverage for FY 01, with Virginia Association of Counties Insurance Pool.
- e. Requests for Funding: 4-H Camp & National SkillsUSA VICA Conference- The committee overseeing special funding requests, Anthony Akers, Jim Wallis and myself recommend approval of the ***enclosed*** requests.
- e. Personnel Changes – ***Enclosed*** is a listing of recent personnel changes as provided by Management Services Director Nancy Burchett and myself.
- f. Resolution Authorizing Roanoke IDA to Hold Joint Public Hearing on Carilion Health System \$225,000 Financing – Approval is recommended of the request for a joint hearing to include regional facilities refinancing for Carilion, including Saint Albans in Pulaski County, all to be done by the City of Roanoke IDA. See ***enclosed*** letter of request and resolution format.
- g. Auditing and Cost Allocation Proposals – ***Enclosed*** is a memo from Director of Management Services Burchett regarding proposals received for fiscal years 2000, 2001 and 2002. It is recommended the contract for auditing services be awarded to Robinson, Farmer, Cox Associates and that the cost allocation services contract be awarded to DMG-Maximus, Inc.
- h. FY 01 Budget Adoption – Adoption of the FY 01 budget is recommended.
- i. Renewal of Virginia Mountain Housing Plumbing Rehab Program Administration The Virginia Department of Housing and Community Development is requesting the Board's concurrence prior to re-designation of Virginia Mountain Housing as administrators of the Virginia Indoor Plumbing Program in Pulaski County. Mr. Huber confirmed with Virginia Mountain Housing (VMH) that two grants were awarded last year. It is recommended that VMH be allowed to continue administration of the program for another year contingent on an increase in the number of persons served by the program and closer coordination with the Building Inspection Department regarding the provision of assistance to county residents. See ***enclosed*** correspondence.
- j. Policy Adoptions, Amendments and/or Review of Existing Policies:
 - 1. Violence Prevention Policy Adoption – Adoption of the ***enclosed*** policy is recommended.

2. Hours of Work Policy Amendment – Adoption of the ***enclosed*** amendment is recommended.
 3. Personnel Policy Amendment re: Compensatory Time – Adoption of the ***enclosed*** amendment is recommended.
 4. Harassment Policy Adoption – Adoption of the ***enclosed*** policy is recommended.
- k. Resolution of Appreciation – J. R. Schrader – Mr. Schrader has informed this office of his plans to take employment by the Carroll County newspaper. Adoption of an appropriate resolution is recommended.
 - l. Virginia EcoChallenge Request for Assistance – Authorization is requested for staff to support sponsorship of this event planned for September 16, to the extent it does not interfere with other county duties and that expense will not exceed \$1,000 in cash support.

JNM/gh

Distribution or reproduction of this document is prohibited. This document is exempted from public access in accordance with the Virginia Freedom of Information Act.

June 26, 2000

TO: Board of Supervisors
FROM: Joseph N. Morgan, County Administrator
SUBJECT: Closed Meeting – 2.1-344.A.1.3.5.7

A closed meeting is requested pursuant to Section 2.1-344.A.1.3.5.7 of the 1950 Code of Virginia, as amended, to discuss personnel, legal, land acquisition/disposition, and prospective industry matters. ***Enclosed*** is a draft resolution to enter the closed meeting on recommended matters, as follows:

Property Acquisition / Disposition:

Restaurant Recruitment – See ***enclosed*** e-mail from Mr. Long summarizing the current status. Also ***enclosed*** is a conceptual site plan.

Courthouse Area Property – ***Enclosed*** is e-mail from Walt Shannon regarding interest by the county in the American Electric Power building. Also ***enclosed*** is my reply to Mr. Shannon.

Personnel:

- County Administration – I hope to have an update on my employment plans. I am also assembling data from other governmental agencies as to compensation of positions comparable to our key personnel.
- Constitutional Officers – ***Enclosed*** is a request from the Commissioner of the Revenue. I support the request, except the amount requested may be too modest. Similar support is recommended for the Treasurer. Support is recommended based on the numerous optional services these offices undertake for the county.

Prospective Business:

- Commercial Center – See ***enclosed*** correspondence from Barnett Properties, Inc. indicating the proposed impact on utilities and potential tax

base for a shopping center with a grocery store anchor for the Dublin area. Authorization is requested to prepare a feasibility study on the water and sewer extension to serve the area.

Legal Matters –

Fairview Home – Sheriff Conner, Ms. Burchett or Mr. Wallis can provide any update on continued operation of the Fairview Home.

Randolph Park Plaque – ***Enclosed*** is the latest draft for the Board's review.

JNM/gh