

**BOARD AGENDA  
PULASKI COUNTY  
BOARD OF SUPERVISORS**

**Regular Meeting  
Mon., August 28, 2000  
7:00 p.m.**

**FOLLOW-UP ACTION**

<b>FOLLOW-UP ACTION</b>	<b>KEY STAFF</b>
1. <u>Invocation</u>	
2. <u>Resolution of Appreciation – Joe Morgan</u> (Presented)	
3. <u>Additions to Agenda</u>	
4. <u>Public Hearings:</u>	
a. <u>A rezoning request by <b>James Hager</b> from Industrial (I-1) to Commercial (CM-1) to allow construction of 6,000 sq. ft. office building and 17,400 sq. ft. of storage buildings on property identified as tax map parcel 056-001-0000-0061, (1.7040 acres), located on the south side of Dominion Dr. (Rt. 1091) 475 ft. west of Cleburne Blvd. (Rt. 100), Draper District. (Approved if advertisement requirements were met – Otherwise, readvertise and place on September agenda)</u>	Ms. Jenkins Ms. Hanks
b. <u>A proposal by <b>The Board of Supervisors of Pulaski County</b> pursuant to Section 15.2-2272 of the Code of Virginia, 1950, as amended, to vacate a portion of a right-of-way located northeast of Beach Rd. (Rt. 757) between lots 19 and 20 of Claytor Lake Estates Subdivision and the project boundaries of the Claytor Lake Impoundment, Ingles District, in order to allow public access to Harry DeHaven Park in the location that improvements have been constructed. (Tabled to October Board meeting to work out long term assurance of lake access by area residents – Place on October agenda)</u>	Mr. McCarthy Mr. Huber Ms. Hanks

- c. Adoption of a Local Enterprise Zone Ordinance pursuant to Section 58.1-3245.8 and 58.1-3245.10 of the Code of Virginia, 1950, as amended, encompassing the Pulaski County Corporate Center and the facilities and property of Volvo Trucks North America, Inc., as a local enterprise zone.  
(Tabled to September Board meeting to consider inclusion of other industrial parks – Provide listing of other industrial parks to which the ordinance would apply as well as a dollar amount example and advantages and disadvantages of designation zone - Place on September Board agenda)
  - Mr. Huber
  - Ms. Hanks
- d. Carryover Appropriations  
(Approved)
  - Ms. Burchett
- 5. Highway Matters:
  - Mr. Brugh (unless noted otherwise)
  - a. Follow-up from Previous Board meeting
    - 1. Rural Addition Status Report  
(Confirm details of status and report back at September Board meeting)
      - Mr. Crigger
      - Ms. Hanks
    - 2. Flooding on Pepper’s Ferry Loop by Rt. 695  
(VDOT to raise road)
    - 3. Flooding in Dunkard’s Road  
(Add to six year plan waiting list)
      - Ms. Hanks
    - 4. Construction Status on Rt. 100 Bridge  
(VDOT reported an early fall completion)
    - 5. Temporary Paving of Rt. 807, Hatcher Road  
(VDOT advised temporary paving to be removed)
  - b. Status of Banks Street  
(Confirm road is on rural addition listing and provide update at September Board meeting)
    - Ms. Hanks
  - c. Request for Speed Limit Study, Big Valley Drive  
(VDOT to perform speed study, but VDOT advises 35 mph would most likely be recommendation – Authorized contacting school system to seek their input re: placement of “Children at Play” sign – Place update on September Board agenda)
    - Ms. Hanks

- d. Board of Supervisors Concerns  
 (Supervisor Cook inquired as to status of traffic lights at Rt. 100, Cleburn Blvd., and at the Route 100 bridge over Peak Creek – Place update on September agenda) Ms. Hanks  
  
 (Approved adding Rt. 764, Rock Creek Road, to the six-year plan waiting list) Ms. Hanks  
  
 (Approved adding Waterview Lane to rural addition listing) Mr. Crigger  
  
 (Place scheduling of public hearing on six year plan update at September Board meeting) Mr. Huber/  
 Ms. Hanks
- e. Citizen Concerns
- 6. Treasurer's Report  
 (Presented – Approved records disposal request as listed on request filed with the records of this meeting)
- 7. Citizens' Comments  
 (None)
- 8. Reports from the County Administrator & Staff:
  - a. Key Activity Timetable  
 (Consider painting trim on County Administration Building white – Get cost and date of recent paint job on County Administration Building – Provide update to Board in weekly update) Mr. Leonard  
 Ms. Hanks
  - b. Animal Pound Study Update  
 (Update provided) Mr. Huber
  - c. Code Enforcement Committee  
 (Clarify functions of code enforcement committee – Contact surrounding localities to determine if other localities have such a committee – Provide update to Board at September or October meeting) Mr. Huber  
 Ms. Taylor  
 Ms. Hanks
  - d. Health Department Office Space  
 (Consider alternatives to existing space – Approved conditional on retaining sanitarians in County Administration Building) Mr. Huber

e. Appointments:

1. Animal Shelter Advisory Committee  
(Appointed Judy Flemming, Rebecca English, Mike Alderman representing the Sheriff's Dept., Doug Mayberry representing county staff, Pulaski Town Manager Gary Elander, Dublin Town Manager Bill Parker, Van Covey, and Dr. Stanley – Notify appointees) Ms. Hanks
2. New River Community Services Board  
(Invite Holly Shannon and Ron Chaffin to consider appointment) Ms. Hanks
3. Business Tax Advisory Committee  
(Appointed Jon Wyatt, Kendall Clay, Bob Hudson, C. E. Boyd, William Mayo, and Gus Vlahos – Ex-officio members include: Maynard Sayers, Bill Parker, Dublin Town Manager, and Gary Elander, Pulaski Town Manager - Notify appointees) Ms. Hanks
4. Code Enforcement Advisory Committee  
(No action at this time – Place on September agenda for appointment) Ms. Hanks
5. PEP Steering Committee  
(Appointed Dublin Town Manager Bill Parker – Notify Mr. Parker) Ms. Hanks
6. NRV Agency on Aging  
(Reappointment Elaine Powell for one additional term, with Peter Huber as alternate – Confirm residential status (out of county) – Notify Agency on Aging) Ms. Hanks
7. Social Services Board  
(Reappointed Sybil Aktinson – Notify Social Services) Ms. Hanks
8. New River Valley Planning District Commission  
(Appointed Tom Owen – Notify Planning District Commission) Ms. Hanks
9. New River Valley Disability Services Board  
(Appointed Ms. Sally Quesenberry & Mr. Gary Heinlein to the Board – Notify Disability Services Board) Ms. Hanks

- f. Literary Loan Fund Application & Resolution – PCHS Projects  
(Approved) Ms. Burchett
- 9. Items of Consent:
  - a. Minutes of July 24, 2000  
(Approved with modifications) Ms. Hanks
  - b. Accounts Payable  
(Approved) Ms. Spence
  - c. Appropriations and Transfers:
    - 1. Interoffice Transfer #2 - \$49,661.37
    - 2. General Fund Appropriations #2 – FY01 - \$632.29  
and #26 FY 00 - \$127
    - 3. Capital Improvement Fund Appropriations #2 -  
\$2,935; and #13 FY 00 - \$518,648  
(Approved) Ms. Burchett
  - d. Ratification:
    - 1. Change Order
    - 2. Agreements, Grants, & Other
      - a. Van Usage by 4-H  
(Approved) Mr. Akers
      - b. Brown Exterminating Pest Control Service Agreement  
(Approved) Ms. Spence
      - c. Wampler Fireworks Permit  
(Ratified)
      - d. Tents/Tables Usage Application  
(Approved – Implement procedure) Ms. Hanks/  
Mr. Akers
  - e. Personnel Changes  
(Reviewed)
  - f. Modification of County Procurement Policy  
(Approved changes – Revise and distribute to appropriate  
county staff) Ms. Spence/  
Ms. Burchett
  - g. Statewide Mutual Aid for Emergency Management Resolution  
(Approved – Distribute to appropriate agency) Ms. Hanks

- h. Building Inspection Assistance to Carroll County through mid October  
(Reviewed and approved request, if needed) Mr. Huber
  - i. Planning Commission/IDA/BZA Compensation  
(Approved staff recommendation for modification to the monthly compensation – Implement changes) Ms. Burchett/  
Ms. Spence
  - j. New River Valley Criminal Justice Services Board Pretrial Services Program  
(Approved – Notify PDC staff) Ms. Hanks
  - k. C. E. Richardson Benevolent Foundation Application for Funding Support of the 2001 Claytor Lake Festival  
(Approved accepting any funding on behalf of the Claytor Lake Festival Committee) Ms. Burchett
  - l. Deferral of Comp Time Policy Implementation  
(Approved – Change policy and distribute as appropriate) Ms. Burchett
10. Citizen Comments  
(None)
11. Other Matters from Supervisors  
(Supervisor Fariss requested the citizens survey regarding library building renovations be reviewed by Board of Supervisors prior to distribution) Ms. Burchett
- (Send letter to Lowes representatives regarding store closing - Include an expenditure listing of monies spent by county at Lowes store in Dublin - Send copies to Home Depot and other regional building supply stores) Mr. Huber
12. Closed Meeting – 2.1-344.A.1.3.5.7
13. Adjournment

August 21, 2000

TO: Board of Supervisors

FROM: Peter M. Huber, Interim County Administrator

SUBJECT: Public Hearings

- a. A rezoning request by **James Hager** from Industrial (I-1) to Commercial (CM-1) to allow construction of 6,000 sq. ft. office building and 17,400 sq. ft. of storage buildings on property identified as tax map parcel 056-001-0000-0061, (1.7040 acres), located on the south side of Dominion Dr. (Rt. 1091) 475 ft. west of Cleburne Blvd. (Rt. 100), Draper District. – A public hearing has been scheduled to consider the above request. See ***enclosed*** documentation. The Planning Commission recommends approval by the Board of Supervisors and has approved the related site plan.
- b. A proposal by The Board of Supervisors of Pulaski **County** pursuant to Section 15.2-2272 of the Code of Virginia, 1950, as amended, to vacate a portion of a right-of-way located northeast of Beach Rd. (Rt. 757) between lots 19 and 20 of Claytor Lake Estates Subdivision and the project boundaries of the Claytor Lake Impoundment, Ingles District, in order to allow public access to Harry DeHaven Park in the location that improvements have been constructed. – A public hearing has been advertised to consider the above proposal. The issue is likely to be maintenance of private rights granted in subdivision plats, the modification of these deeded lake access rights (copy ***enclosed***) and private use of what has become public areas. Problems resulting from current access include users permanently blocking access to newly constructed boat ramps and swimming access to areas outside the designated swimming area. The ***enclosed*** information was sent to owners of property in Claytor Lake Estates.
- c. Adoption of a Local Enterprise Zone Ordinance pursuant to Section 58.1-3245.8 and 58.1-3245.10 of the Code of Virginia, 1950, as amended, encompassing the Pulaski County Corporate Center and the facilities and property of Volvo Trucks North America, Inc., as a local enterprise zone. – A public hearing has been advertised to consider adoption of a local enterprise zone ordinance ***enclosed***. This ordinance will bring the Pulaski County Stimulus Program into conformity with guidelines added to the state code since the development of the program.

- d. Carryover Appropriations – A public hearing has been advertised for the consideration of carryover appropriations. See ***enclosed*** advertisement, detailed listing and related memo prepared by Ms. Burchett. Items previously budgeted, but not previously appropriated, have been marked with an asterisk.

/gh

August 21, 2000

TO: Board of Supervisors

FROM: Peter M. Huber, Interim 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 -
    - a. Cooks Crossing right-of-way has been requested from Pulaski Furniture;
    - b. Scheduling of a community meeting for Hilltop Lane;
    - c. Edgewood Drive – Mr. Crigger met with Dublin utility staff to move water meters out of the right-of-way.
  2. Flooding on Pepper's Ferry Loop by Rt. 695
  3. Flooding on Dunkard's Road – Ms. Edna Whited of 6726 Dunkard's Road, Dublin, has expressed concern regarding the ongoing flooding on Dunkard's Road.
  4. Construction status on Route 100 bridge
  5. Temporary paving of Hatcher Road (Rt. 807)
- b. Status of Banks Street – Clarification from the resident engineer is requested as a follow-up to concerns voiced by adjacent property owners regarding the status of this road at a recent Planning Commission meeting.
- c. Request for Speed Limit Study, Big Valley Drive – Mr. German Ruiz of 2750 Big Valley Drive, Draper, VA 24324, called to request a speed limit study and posting of Big Valley Drive at Draper Valley Golf Course.

PMH/gh

cc: J. D. Brugh, VDOT Resident Engineer

August 21, 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. Animal Pound Study Update – Sheriff Davis has reviewed the report presented at the July Board meeting and concurs with the appointment of a committee to develop and recommend options. Appointment of a committee with the charge to evaluate options for the renovation or replacement of the facility is recommended. Committee work should include, but not be limited to, recommending operational procedures affecting space requirements, development of general facility plans and recommending alternatives for consideration by the Board.
- c. Code Enforcement Committee – As requested at the July meeting, the purpose of the Code Enforcement Advisory Committee would be to serve as a sounding board by the staff in support of improving code enforcement practices. Effective administration of the planning, subdivision, zoning and building codes appears to be of significant importance to the County at this juncture. Persons suggested for membership are familiar with the enforcement of building, zoning and subdivision codes in other jurisdictions and could be of assistance in evaluating local policies and practices. Their expertise would be to provide a different perspective to the administration of development programs. As with all advisory committees, the minutes of their meetings would be forwarded routinely to the Board.
- d. Health Department Office Space - As requested by the Board, the New River Health District Administrator Cindy McDaniel has submitted information on the department's space needs. See the ***enclosed*** letter dated August 14 and related enclosures indicating space needs for up to 9,539 square feet. The current department space totals 3,461 square feet. As noted in the ***enclosed*** letter from Dr. Hershey and Ms. McDaniel on June 5, the District has obtained additional funds of \$45,732 per year from the state for new space. A local match of \$30,668 per year from the county is needed. Accepting and matching the additional funds in a budget amendment is recommended to allow planning for the needed space. A decision on whether to use county owned or lease commercial space will be brought back to the Board as more information is available. It is recommended that the Environmental Health offices

which administer septic and well permits remain in the Administration building for the following reasons:

1. Convenience of citizens needing construction permits from the Health Department and the Building Permit office;
2. Coordination of enforcement activities between the County and Health Department staff; and
3. Provision of access by sanitarians to the County GIS system.

e. Appointments:

1. Animal Shelter Advisory Committee – Suggestions for membership include Judy Flemming, Rebecca English, Mike Alderman representing the Sheriff's Department, a representative of the county administrative staff (Doug Mayberry), a representative from each of the two towns (request appointment by the majors), a veterinarian, a breeder, and a representative of the general public. Mrs. Holly Shannon of 2977 Blackberry Lane, Hiwassee has also offered to serve as a representative of the general public.
2. New River Community Services Board – Diane Nunley and Terri Tucker have declined the Board's invitation to serve. A vacancy exists.
3. Business Tax Advisory Committee – Jon Wyatt, Kendall Clay, Bob Hudson, C. E. Boyd, William Mayo and Gus Vlahos have agreed to serve.
4. Code Enforcement Advisory Committee – The following persons are suggested in addition to the Building Appeals Board: Bob Henegar, Jeff Worrell, Mike Tilley, Neal Wirt, Bill Aden or a representative, Ken Anderson or a representative, Michael Gay, Jimmy Hurst, Allen Audas, Roger Lucas, and Don Rainey.
5. PEP Steering Committee – Appointment of Mr. Bill Parker, Dublin Town Manager, is recommended.
6. NRV Agency on Aging – The term of Elaine Powell expires on September 30, 2001. She is eligible for reappointment. Joe Morgan currently serves as alternate; therefore, an individual to replace Mr. Morgan as alternate is requested.
7. Social Services Board - Appointment of an individual to fill the vacancy created by the resignation of Mr. Morgan is requested. In addition, the term of Sybil Atkinson expires September 1, 2000. She is eligible for reappointment.
8. New River Valley Planning District Commission - Appointment of an individual to fill the vacancy created by the resignation of Mr. Morgan is requested
9. New River Valley Disability Services Board – ***Enclosed*** is correspondence from the New River Valley Disability Services Board requesting appointment of Ms. Sally Quesenberry and Mr. Gary Heinlein to the Board.

August 21, 2000

TO: Board of Supervisors

FROM: Peter M. Huber, Interim County Administrator

SUBJECT: Items of Consent

- a. Minutes of July 24, 2000 – See ***enclosed***.
- b. Accounts Payable – See ***enclosed***.
- c. Appropriations and Transfers – Approval of the transfers as follows and shown on the ***enclosed*** documentation, is requested:
  1. Interoffice Transfer #2 - \$49,661.37
  2. General Fund Appropriations #2 – FY01 - \$632.29 and #26 FY 00 - \$127
  3. Capital Improvement Fund Appropriations #2 -\$2,935; and #13 FY 00 - \$518,648
- d. Ratification:
  1. Change Order – There are no change orders at this time.
  2. Agreements, Grants and Other – The following are submitted for the Board's review and approval:
    - a. Van Usage by 4-H - The 4-H group has requested use of the 15 passenger van for a trip to Atlanta Airport for their trip to Jamaica. They would need the van on September 8<sup>th</sup> through 16<sup>th</sup>. Approval is recommended.
    - b. Brown Exterminating Pest Control Service Agreement – Ratification of the ***enclosed*** agreement is requested.
    - c. Wampler Fireworks Permit – Ratification of the permit issued on August 4 is requested.

- d. Tents/Tables Usage Application – Ratification of the ***enclosed*** usage application is requested.
- e. Personnel Changes – ***Enclosed*** is a listing of recent personnel changes as provided by Management Services Director Nancy Burchett.
- f. Modification of County Procurement Policy – Modification of the existing policies initially resulted in the need to allow for partial donation of materials. Upon further review, additional modifications were suggested to conform with recent automation of the purchase order system. See ***enclosed*** proposed modifications.
- g. Statewide Mutual Aid for Emergency Management Resolution – Adoption of the ***enclosed*** resolution outlining the means of providing standardized procedures for the provision mutual assistance between localities is recommended.
- h. Building Inspection Assistance to Carroll County through mid October – ***Enclosed*** is a request from Carroll County requesting Pulaski County contract with Carroll County to provide building official services while their current building official is on leave. This request was passed on to Mr. Lane Penn who is interested in being of assistance to Carroll County. The services are being requested through at least mid October. Approval of the request is recommended, if Carroll continues to have need following discussion of the matter with Mr. Penn.
- i. Planning Commission/IDA/BZA Compensation – ***Enclosed*** is a summary of board/commission compensation. Approval of the proposed modification to the monthly compensation for each board/commission is recommended.
- j. New River Valley Criminal Justice Services Board Pretrial Services Program – Pulaski County is the administrative and fiscal agent for the Byrne grant that provides funds for criminal justice planning, and for the Comprehensive Community Corrections grant all of which are funded by the Department of Criminal Justice Services. Pulaski County is being requested to serve as the administrative and fiscal agent for the Pretrial Services Grant. The Department of Criminal Justice Services will be awarding a grant for up to \$100,000 for ninth months to develop the program. Approval is recommended.
- k. C. E. Richardson Benevolent Foundation application for funding support of the 2001 Claytor Lake Festival – Authorization is requested to accept any funding on behalf of the Claytor Lake Festival committee which may be granted by the Foundation.
- l. Deferral of Comp Time Policy Implementation – I would like to ask the consideration of the Board in allowing deferral of the compensatory time utilization policy for a period of three months from July 2001 to September 2001. Several employees currently carry a balance of over 60 days. Most specifically, implementation by July 2001 is impacting one department already somewhat short staffed due to my functions as interim administrator. During this period accrual of additional compensatory time will be restricted through required prior authorization.

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August 21, 2000

TO: Board of Supervisors  
FROM: Peter M. Huber, Interim 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 Disposition or Acquisition:

Claremont School Site – Mr. Elander and Mayor Stewart have requested reopening discussions regarding the future of Claremont School. See **enclosed** letter. While this approach duplicates previous efforts leading to the selection of Loving Field, it at least offers opportunity for progress in discussion of the issues.

Restaurant Ms. Susan Krinsky of R & R Services, owner of the Wilderness Inn in Newbern, is interested in acquiring property adjacent to the Inn for expanded parking. Arranging the acquisition through the Industrial Development Authority could allow the restaurant to obtain a mixed beverage license. It is suggested the IDA be encouraged to work with Ms. Krinsky on the development.

Personnel:

Appointments:

Animal Shelter Advisory Committee  
New River Community Services Board  
Business Tax Advisory Committee  
Code Enforcement Advisory Committee  
PEP Steering Committee  
NRV Agency on Aging  
Social Services Board  
New River Valley Planning District Commission  
New River Valley Disability Services Board

Prospective Industry:

An option has been requested on a 50-acre site for development of a \$250 million electric power cogeneration facility. The facility would require between 4 and 6.5 million gallons of water per week and significant natural gas (assumed to be through a proposed 24" high-pressure line). The Authority requested the client evaluate alternative sites in each of the member jurisdiction and that the Authority be given the opportunity to visit a similar facility prior to further evaluating the matter. Alternative sites to be submitted by the County include the New River Industrial Park and the Mar-Bal Industrial Park.

Legal Matters:

Personal Interests – While compiling my August 5, 2000 memo to the Board regarding personal interest, I inadvertently omitted the following items:

- Ownership of stock in First National Bank of Christiansburg,
- Participation on the Dublin branch advisory board, and
- Ownership of stock in Community National Bank.

**Enclosed** is a revised listing for your further review and comment.

Dick Price Ford – Two days prior to the anticipated August 4<sup>th</sup> trial date, Mr. Price's attorney produced what appeared to be a final bill for water service in the amount of \$640. The **enclosed** bill was mailed out after the suit was filed and was promptly paid on October 1, 1998 by Mr. Price. The bill also shows a credit of \$15,955.34 and that no further charges were due. After researching the matter, staff has determined that the purpose of the credit was to stop automatic billing by the computer system and that \$640 charge originated from the connection fee but that the amount was not calculated correctly. A reconstructed PSA computerized billing system was implemented in June. I have asked for the assistance of Ms. Burchett in overseeing correction to and full implementation of the new system. Her expertise in establishing proper auditing trail will be a major benefit to the PSA Billing and Data Processing departments.

Local Choice – ***Enclosed*** is a letter describing Ms. Burchett and Mr. McCarthy's efforts to address the Local Choice adverse experience withdrawal and the related court filing.

Commerce Park Option – ***Enclosed*** is an option contract draft prepared by the prospect for Virginia's First to consider. Accompanying the option and a qualification for consideration of the prospect is the ***enclosed*** non-disclosure agreement also prepared by the prospect's consultant.

/gh