

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Mon., March 26, 2001
7:00 p.m.**

FOLLOW-UP ACTION	KEY STAFF
------------------	-----------

1. Invocation
2. Additions to Agenda
(Mr. Huber added the Baptist Campground matter)
3. Presentation to Bill Breedlove
(Presented)
4. Public Hearings
 - a. Budget Amendment
(Comments were heard from Willard Akers, Ed Colley and Charles Stafford – Board approved budget amendment)

Ms. Burchett
 - b. An Initiative by the County of Pulaski for consideration of an amendment to the Pulaski County Zoning Ordinance to revise Section 2-3 to delete the Special Use Permit (SUP) requirement for a "second single-family dwelling" in the Agricultural (A-1) District
(Approved as recommended by Planning Commission – Amend zoning ordinance)

Ms. Hopkins
5. Highway Matters:
 - a. Follow-up from Previous Board meeting
 1. Rural Addition Status Report
(Approved Cooks Crossing resolution – Transmit to VDOT)

Mr. Brugh (unless noted otherwise)

Mr. Crigger
 2. Update on Request to Add Deerwood Subdivision as a Rural Addition
(Provide update at April Board meeting – Place update on April agenda)

Mr. Crigger
Ms. Hanks
 - b. Request to Add Rt. 798, Falling Branch Road, to Six Year Plan and Potential Relocation of Fence at Turner Junkyard
(Send Al Davis staff findings – Address road need via paving)

Mr. Huber

- c. Request for Guardrail, State Rt. 612
(VDOT to add to guardrail listing)
 - d. Request for Children at Play Signage
(No action – Notify citizen making request of lack of funding for such signage) Ms. Hanks
 - e. Request for Informal Speed Study on Parrott River Road Route 600 Between Railroad Trestles
(Authorized VDOT performing speed study – Place update on April Board agenda) Ms. Hanks
 - f. Request for Informal Speed Study on Rt. 600, Belspring Road Rt. 600 between Parrott and Route 114
(Authorized VDOT performing speed study – Place update on April Board agenda) Ms. Hanks
 - g. Rt. 687, Church Hill Lane, General Maintenance of Road
(VDOT will address maintenance needs)
 - h. Request for Cleaning of Culverts
(VDOT will review and clean as appropriate)
 - i. VDOT Recreational Access Funding Resolution for Randolph Park
(Adopted resolution – Send to VDOT) Ms. Hanks
 - j. Board of Supervisors Concerns
(Supervisor Cook inquired regarding improvements to Stilwell Road, regional jail directional signage, and status of Peak Creek Bridge)
 - k. Citizen Concerns
(Place on April agenda results of contractor default negotiating with bonding company on Cox Hollow Road) Ms. Hanks
6. Treasurer's Report
(Reported)
7. Citizens' Comments
- ◆ Presentation Re: Downtown Pulaski Revitalization
(Presented)
- (Marvin Covey spoke regarding decals for antique cars – Staff to notify Sheriff of current code requirements) Mr. Huber

8. Reports from the County Administrator & Staff:
- a. Key Activity Timetable
(Determine if any grant funds are remaining on Draper Mountain Overlook project) Mr. Huber

 - (Recreation Commission Joint Operations – Provide Board of Supervisors with a copy of recommendations via weekly update – Place in weekly update) Mr. Huber/
Ms. Hanks

 - b. Recommendations Animal Shelter Advisory Committee
(Board accepted report with recommendations by committee to be considered as part of FY 02 budget) Ms. Burchett/
Mr. Huber

 - (Planning Commission to be requested to reconsider recommendation regarding allowing conference centers by CUP in Conservation zones) Ms. Jenkins

 - c. Appointments:
 - 1. Fairview Home
(Frank Conner reappointed for a term ending March 1, 2005 – Notify Home administrator) Ms. Hanks

 - 2. Planning Commission
(Deferred to April meeting) Ms. Hanks

 - 3. NRV Community Services Board
(Appointed Sue Thompson – Advise Community Services Board and Ms. Thompson) Ms. Hanks
9. Items of Consent:
- a. Minutes of February 12 & 26, 2001
(Approved) Ms. Hanks

 - b. Accounts Payable
(Approved) Ms. Spence

 - c. Appropriations and Transfers:
 - 1. Appropriations – (None other than those advertised for public hearing)

 - 2. Interoffice Transfer #9
(Approved) Ms. Burchett

- d. Ratification:
 - 1. Change Orders:
 - a. Cloyd's Mountain Leachate Pump Station
(Approved) Mr. Coake
 - b. Randolph Park - Additional Engineering Services Expenses
Draper Aden
(Approved) Mr. Long
 - 2. Agreements, Grants, & Other:
 - a. Cloyd's Mountain Additional Engineering Services –
Draper Aden
(Approved) Mr. Coake
 - b. School Site Engineering
(Approved) Mr. Huber
- e. Personnel Changes
(Reviewed)
- f. Randolph and DeHaven Parks Concession & Vending
(Approved staff recommendations – Notify vendors, etc.) Mr. Akers
- g. Removal of Vehicle from Service – 1990 Chevy Caprice
(Approved – Notify appropriate individuals) Mr. Mayberry
- h. Resolution to Establish a New Community Criminal Justice Bd.
(Board requested additional information and determination if an administration fee could be charged by the County of Pulaski for serving as fiscal agent – Place on April Board agenda for consideration) Mr. Huber
Ms. Hanks
- i. 2nd Annual New River Trail Challenge Sponsorship
(Sponsorship approved - Board notified that meal may not be required due to reconfiguration of events – Notify Department of Parks and Recreation) Mr. Akers
- j. Purchase of Air Light Truck
(Approved – It was noted a letter of concern was received by Hackney – County Administrator and County Attorney to confirm their bid did not meet specifications – Approve, pending confirmation) Mr. Huber/
Mr. McCarthy
Mr. Crigger
- k. Amendment to Health Department Agreement
(Approved – Staff to determine feasibility of using Renfro building as a possible site for facilities) Mr. Huber

- l. Local Government Challenge Grant Application
 (Approved – Execute and send application) Ms. Hanks
- m. Approval of a Memorandum of Agreement between Pulaski & Wythe Counties
 (Approved – Arrange for execution of agreement and send to Planning District Commission) Ms. Hanks
- n. National Library Week Proclamation
 (Adopted – Supervisors Hale and Fariss to participate in picture taking)
- 10. Citizen Comments
 (None)
- 11. Other Matters from Supervisors
 (Supervisor Fariss expressed concern regarding concrete floors and cinderblock proposed for animal shelter – Review nationwide to determine other materials used Such as stainless steel or glass in other state for animal shelters - Check federal guidelines and that of other states – Provide update to Board of Supervisors via weekly update)
 Mr. Huber
 Mr. Mayberr
 Ms. Hanks
- 12. Closed Meeting – 2.1-344.A.1.3.5.7
 (Tentatively approved health insurance benefits, as recommended by staff, pending approval by the New River Valley Benefits Consortium) Ms. Burchett
- 13. Adjournment
 (Adjourned to reconvene on Monday, April 9)

March 19, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Public Hearings

- a. Budget Amendment- See ***enclosed*** public hearing notice explaining the county budget amendment involving Randolph Park, the Visitor's Center and routine appropriations as advertised for the March 26 Board meeting. ***Enclosed*** are the preliminary conceptual plans for the proposed visitor's center.
- b. An Initiative by the County of Pulaski for consideration of an amendment to the Pulaski County Zoning Ordinance to revise Section 2-3 to delete the Special Use Permit (SUP) requirement for a "second single-family dwelling" in the Agricultural (A-1) District – See ***enclosed*** documentation. The Planning Commission recommends approval.

/gh

March 19, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Highway Matters

- a. Follow-up from Previous Board meeting
 1. Rural Addition Status Report – ***Enclosed*** is the listing of all rural additions planned for review Tuesday this week with VDOT. An update will be provided. A signed agreement from Norfolk Southern for the right-of-way required for Cooks Crossing was received March 19, 2001.
 2. Update on Request to Add Deerwood Subdivision as a Rural Addition – An update will be provided following the meeting this week with VDOT.
- b. Request to Add Rt. 798, Falling Branch Road, to Six Year Plan and Potential Relocation of Fence at Turner Junkyard – This addition of Falling Branch Road is a follow-up to the request by Al Davis at the February Board meeting. Photographs of the Turner Junkyard fence will be presented at the Board meeting. It is recommended that the fence be allowed to remain in place until removal become necessary due to problems with the sewer line.
- c. Request for Guardrail, State Rt. 612 – Ms. Frances Counts of Parrott has requested Rt. 612 be added to the list of guardrail requests.
- d. Request for Children at Play Signage – Ms. Shannon Aker of 5388 Aldrin St., Dublin has requested installation of "children at play" signs. ***Enclosed*** is a copy of VDOT's current regulations regarding installation of such signs. Due to funding limitations, it is not recommended the Board designate funds for "children at play" signs.

/gh

cc: Dan Brugh, Resident Engineer

March 19, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Citizen Comments - Presentation Regarding Downtown Pulaski Revitalization

Dr. Flo Stevenson has provided the enclosed information in preparation for her presentation at the March 26 Board meeting.

While I doubt county support for the downtown will be questioned, the following is a summary of recent actions by the Board to support the downtown:

1. Decision to rebuild and expand the Courthouse facilities;
2. Providing public access to the New River Room and the courthouse lawn;
3. Supporting monthly courthouse tours;
4. Donation of the Pulaski Theater building to the Friends of Pulaski Theater;
5. Reopening of the Draper Mountain Overlook;
6. Support for agricultural and industrial activities (Magnox, Jefferson Mills, Renfro) through property tax structure and Industrial Development Authority incentives;
7. Publicizing the Virginia Enterprise Zone jointly with other zones in the county;
8. Employment of approximately 225 persons in the downtown (90 - County Administration Building; 13 - Pulaski Library; 20 - old courthouse; 20 - new courthouse; approximately 30 - School Board; and 52 - Sheriff's Department; and
9. Maintenance of the Office on Youth and Pulaski Library as community services.

/gh

March 19, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable - ***Enclosed*** for the Board's review is an updated timetable. Recent changes or additions have been italicized.
- b. Recommendations from Animal Shelter Advisory Committee – ***Enclosed***, under separate cover, is a report recommending construction of a new shelter at a cost of \$500,000, proposed to be located along Bagging Plant Road between the entrance to the County Garage complex and Marshall Concrete.
- c. Appointments:
 1. Fairview Home- The term of Supervisor Conner expired March 1, 2001.
 2. Planning Commission – Mr. Bill Breedlove has resigned from the commission.

/gh

March 19, 2001

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Items of Consent

- a. Minutes of February 12 & 26, 2001 – See ***enclosed***.
- b. Accounts Payable – See ***enclosed***.
- c. Appropriations and Transfers – Approval of the ***enclosed*** interoffice transfer is requested.
- d. Ratification:
 1. Change Orders:
 - a. Cloyd's Mountain Leachate Pump Station – Ratification of the ***enclosed*** change order is requested.
 - b. Randolph Park - Additional Engineering Services Expenses – Draper Aden – Ratification of the following additional expenses is requested:
 - ◆ Sewer Line Easement plats – Draper Aden – December 31 – January 27, 2001 - \$2,224.58;
 - ◆ Swimming Pool Surge Tank and Drain Line Investigation, sizing of water meters and service lines, sewer line construction coordination – Draper Aden – December 31 – January 27, 2001 - \$677.50;
 - ◆ Reimbursable Expenses – Draper Aden – December 31 – January 27, 2001 - \$1,569.21 (Reynolds Architects bid and construction phases for architectural Phases II, III and IV);

- ◆ Sewer Line Easement Plats – Draper Aden – December 31 – January 27, 2001 - \$2,224.58;
- ◆ Swimming Pool Surge Tank and drain line investigation, sizing of water meters and service lines, sewer line construction coordination – Draper Aden – December 31 – January 27, 2001 - \$677.50;
- ◆ Reimbursable Expenses – Draper Aden- December 31 – January 27, 2001 - \$1,569.21 (Reynolds Architects bid and construction phases for Architectural Phases II, III, and IV).

2. Agreements, Grants and Other:

- a. Cloyd's Mountain Additional Engineering Services – Draper Aden – Ratification of the ***enclosed*** amendment to agreement with Draper Aden Association is requested.
- b. School Site Engineering - Quotations for time and not to exceed costs were solicited under existing engineering services agreements from Oliver, Webb, Pappas & Rhudy, Anderson and Associates, and Draper Aden Associates. The following quotes were received: Anderson and Associates – completion in 60 days at a price not to exceed \$18,990; Draper Aden Associates – completion in 21 to 45 days at a price not to exceed \$14,900. Based on these proposals and the need not to slow the process, the ***enclosed*** agreement has been signed hiring Draper Aden Associates based on the quoted not to exceed price. Ratification of this action is requested.
- e. Personnel Changes – ***Enclosed*** is a listing of recent personnel changes as provided by Management Services Director Nancy Burchett.
- f. Randolph and DeHaven Parks Aquatics, Concession & Vending – ***Enclosed*** are proposals for aquatics, food concessions and vending services for both parks. Staff recommends the following awards:
 1. Two-year contract to Steve Burbee for operation of concessions at DeHaven Park, resulting in income to the county of \$100 per month and 10% of net profits.
 2. One-year contract to Bob Whetzel (manager of Sonic) for operations of concessions at Randolph Park resulting in income to the county of 5% of net profits, plus investment of \$9,000 in equipment. Contract is renewable at the option of both parties for an additional year.
 3. Five-year contract to Pepsi for Randolph Park vending services resulting in income to the county of 20% of gross sales, plus investment of \$2,000 each for two scoreboards and a \$600 annual contribution for special events.

4. Four-month contract to the YMCA for aquatics, lifeguarding and restroom cleaning at a DeHaven Park and Randolph parks at a discounted cost of \$93,000 (\$9,000 for DeHaven Park and \$86,359 for Randolph Park contracted individually). **Enclosed** is a comparison, between hiring a 12-month in-house aquatics director vs. YMCA management costs for Randolph Park. While the 12-months in-house option would provide additional staff resources during the winter months, staff recommends contracting through the YMCA on the basis of the \$6,600 cost savings and increased number of staff available through the YMCA.
- g. Removal of Vehicle from Service – 1990 Chevy Caprice – The Board is requested to approve removal of the above vehicle from service. The vehicle was originally purchased by the New River Valley Emergency Squad and was transferred to the Board of Supervisors in order to be covered under the central insurance policy.
- h. Resolution to Establish a New Community Criminal Justice Board – **Enclosed** is correspondence from Regional Planner Cindy Miller explaining the request. Adoption of the **enclosed** joint resolution providing for the implementation of the Comprehensive Community Corrections Act and the Pre-trial Services Act and Establishment of the New River Valley Criminal Justice Services Board (NRVCJSB) is requested.
- i. 2nd Annual New River Trail Challenge Sponsorship - Sponsorship of up to \$1,000 for the finish line lunch is requested. The cost last year totaled less than \$700. Staff is working to reduce this expense by charging for the meal as part of the registration fee as is the normal practice in events of this type.
- j. Purchase of Air Light Truck – The Fire Protection and Air Light Truck Committee has reviewed the bid from American LaFrance Light and Air Support Unit, with said bid being \$278,549.00. The Hackney bid was \$245,273.00, but did not meet bid specifications. Authorization to issue a purchase order to Triad American LaFrance for a purchase price of \$278,549.00 is requested.
- k. Amendment to Health Department Agreement – **Enclosed** is the amendment to the Health Department agreement increasing local costs from \$233,870 to \$249,204 reflecting additional funding of \$15,334 for additional rental costs related to the expansion of the facility. Recovery of this increase in local funding until a new facility is anticipated by increasing rent from \$0.95 per square-foot per year to \$4.98 per square-foot per year. Rental income to the county of \$300 per month for the existing 3,800 square-foot facility have not been increased for 28 years.
- l. Local Government Challenge Grant Application – Approval is requested to apply for \$5,000 in Virginia Commission for the Arts Local Government Challenge Grants matching a like local expenditure by the county to benefit the Fine Arts Center for the New River Valley.

- m. Approval of a Memorandum of Agreement between Pulaski and Wythe counties - As part of the fiscal administration of the New River Valley Criminal Justice Services Board an employee of Wythe County, Peggy Cooper, is proposed to be paid from grant funds to developing a needs analysis. No local or other funds subject to discretionary use by the county are affected by approval of the ***enclosed*** memorandum recommended for adoption.

/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.

March 19, 2001

TO: Board of Supervisors
FROM: Peter Huber, 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:

- ◆ Visitors Center - Plans for the construction of the proposed Visitor's Center are enclosed under item 4a, Public Hearings, Budget Amendment.
- ◆ School Siting - I hope to be able to provide the Board with an update regarding the status of property options for the "Claremont" school building

Personnel:

- ◆ Randolph Park Staffing – I propose expanding the Office on Youth area of responsibility to include management and youth activity programming for Randolph Park.
- ◆ Staff Compensation – ***Enclosed*** are recommended modifications to current staff compensation, based on a comparative study by Joe Morgan and review by the department head staff.

Prospective Industry:

- ◆ None

Legal Matters:

- ◆ Collection of 911 and Natural Gas Taxes – According to Ms. Tickle, neither Verizon nor United Cities have begun collecting the increase in E911 and natural gas taxes implemented by the Board in July, 2000. I am scheduling a meeting this week to address these issues and hope to have information to report to the Board on March 26.

/gh

CLOSED MEETING RESOLUTION

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.

The following motion is suggested for a closed meeting at the March 26, 2001 Board of Supervisors meeting:

It was moved by _____, seconded by _____ and carried, that the Board of Supervisors enter closed session for discussion of the following:

Property Disposition or Acquisition – Pursuant to Virginia Code Section 2.1-344(A)3 discussion for consideration of the disposition or acquisition of publicly held property regarding:

- ◆ Visitors Center
- ◆ School Siting

Personnel – Pursuant to Virginia Code Section 2.1-344(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- ◆ Randolph Park Staffing
- ◆ Staff Compensation

Prospective Industry – Pursuant to Virginia Code Section 2.1-344(A)5 discussion concerning a prospective business or industry, or the expansion of an existing business and industry, where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

- ◆ None

Legal Matters – Pursuant to Virginia Code Section 2.1-344(A)7 consultation with legal counsels and briefing by staff for discussion of specific legal matters and matters subject to probable litigation regarding:

- ◆ Collection of 911 & Natural Gas Taxes

Voting yes: _____

Voting no: _____

Abstaining: _____

Not present: _____