

**BOARD AGENDA  
PULASKI COUNTY  
BOARD OF SUPERVISORS**

**Regular Meeting  
Mon., March 25, 2002  
7:00 p.m.**

ITEM	KEY STAFF
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1. Invocation
2. Presentation to Retired Radford City Manager Robert Asbury  
(Presented)
3. Additions to Agenda  
(Reviewed)
4. Public Hearings:
  - a. A rezoning request by Irene King Robinson (Life Estate) from Residential (R) to Agricultural (A1) on property identified by tax map no. 028-001-0000-0015, (1.000 acres), located at 6646 Hickman Cemetery Rd., (Rt. 624), Cloyd District.  
(Advised of Planning Commission action to table to April meeting – Public hearing held, with no citizen comments – Action by the Board tabled to April 29 meeting – Place on April 29 agenda) **Ms. Hanks**
  - b. A rezoning request by Hazel S. Cline & Homer K. Horton from Residential (R1) to Agricultural (A1) on property identified by tax map no. 066-001-0000-0048, (6.800 acres), and 066-001-0000-048C, (4.250 acres), located at 6315 & 6412 Whities Ln., off State Park Rd. (Rt. 660), Ingles District.  
(Approved request, as recommended by Planning Commission, with a proffer that the property would not be developed for a trailer park – Notify applicant) **Ms. Taylor**
  - c. A request by Bobby Lytton d/b/a Pro Sport Cycles for a Special Use Permit (SUP) to allow motorcycle sales (sale of new and/or used vehicles) on property owned by Charles R. Haynes, identified as tax map no. 039-001-0000-0005, (0.67 acre), zoned Commercial (CM-1), located at 7381 Lee Highway, (Rt. 11), Cloyd District.  
(Approved request, as recommended by Planning Commission – Notify applicant) **Ms. Taylor**

d. A request by **Ronald & Martha R. Linkous, Sr.** for a Special Use Permit (SUP) to allow camping of longer than 2 weeks duration on property identified as tax map no. 071-004-0000-0017, (4.2600 acre), zoned Residential (R-1), located at 3161 Finks Farm Rd., (Rt. 795), Robinson District.  
(Approved request, as recommended by Planning Commission, for a period of 18 months – Notify applicant) **Ms. Taylor**

e. A request by **Bertha P. Hodge** for a Special Use Permit (SUP) to allow a manufactured home as a second dwelling on property identified as tax map no. 038-001-0000-0047, zoned Residential (R-1), located at 7386 Manns Dr., (Rt. 642), Cloyd District.  
(Denied request, as recommended by Planning Commission – Notify applicant) **Ms. Taylor**

f. A request by American Electric Power Company to grant an easement for location of power lines within Randolph Park, located at 5100 Alexander Road, Dublin, Virginia  
(Approved – Arrange for execution of easement – Notify AEP) **Ms. Hanks**

5. Highway Matters: **Mr. Brugh (unless noted otherwise)**

a. Follow-up from Previous Board meeting:

1. Request for Speed Limit Posting, Rt. 755, Depot Road  
(VDOT advised posting is completed)

2. Request for Speed Limit Sign (25 mph) on Winding Way Drive  
(VDOT reported road would qualify for 25 mph posting – Board approved posting)

3. Cox Hollow Road Improvements  
(VDOT provided update including plans to widen area that can be widened and pave to Rt. 738 when existing project is completed this spring)

4. Revenue Sharing Program Participation  
(Approved application to include: Rt. 100 improvements (streetlights & plantings); road side cleanup; road side mowing, including Fairlawn, Viscoe Rd., & Corporate Center; and Fair Acres drainage)

**Mr. Huber**

5. Request for Lowering of Speed Limit on Gate 10 Road  
(Chairman Sheffey advised no petition had been received to date)
  6. Mines Road Speed Study  
(VDOT advised if a formal speed study is conducted, it anticipated no posting would be recommended – No speed study to be conducted)
- b. Request for Speed Study on Rt. 788, Jennings Road, Rt. 787, Peak Creek Road, and Rt. 644/763, Hurston Road  
(VDOT requested to conduct formal speed study on all roads listed – Provide an update at next appropriate meeting – Place on April 29 agenda) **Ms. Hanks**
- (Heather Martin spoke in favor of a speed study)
- c. Rural Addition Status Report  
(Reviewed and updates provided as follows:
- Beach Drive – Staff advised of site visit, evaluation and determination of the need for additional right-of-way in order for bank to be cut down for sufficient site distance – Staff to talk with neighbors **Ms. Taylor**
- Banks Street – Staff provided update – Board approved removing Banks Street from listing – Staff to advise Mr. Theodore Page that the road has been removed from the rural addition listing, until such time that right-of-way be given by Mr. Page) **Ms. Taylor**
- d. Board of Supervisors Concerns  
(Supervisor Conner requested VDOT repair shoulder along Cougar Trail Road – VDOT will review)
- (Supervisor Cook expressed appreciation for the work done on Rt. 100 over Peak Creek Bridge and asked if any funds were available to continue paving where patches are currently failing – VDOT to review and provide update at April 29 Board meeting)

(Supervisor Fariss expressed concern regarding the short distance on the I81/Route 100 exit ramp – VDOT will review and provide update at April 29 meeting)

(Supervisor Sheffey requested an update re: Memorial Bridge and Parrott Bridge respectively – VDOT advised work is well ahead of schedule on Memorial Bridge and on schedule for Parrott Bridge)

e. Citizen Concerns  
(None)

(VDOT advised of pre-allocation hearing to be held on April 9 on a first-come first-served basis)

(VDOT advised General Assembly had approved a private partnership for interstate tolls on trucks)

6. Treasurer's Report

(Presented – Treasurer advised of plans to implement an assessment of a \$25.00 maximum charge for returned checks)

6a. Presentation by VACO

(Local impact of State changes described)

7. Presentation of FY 01 Audit Report

(Auditor presented and advised of no notable problems – Thanked county staff – Auditor advised currently working with 21 counties and Pulaski County maintains some of the best financial records available)

(County administrator extended special appreciation to Ms. Burchett and Ms. Tickle for their efforts in maintaining the county's financial records)

8. Citizens' Comments

(None)

9. Reports from the County Administrator & Staff:

a. Key Activity Timetable (KAT)

(Supervisor Cook suggested items noting "Completed" should be removed – Staff advised of plans to keep the "Completed" items on the KAT over the course of the Board's term of four years)

(Supervisor Sheffey questioned the timeframe for the Board Room awnings – Staff advised of current plans and an expected completion of March 29)

(Supervisor Cook questioned the status of the “Residential/ Commercial Use of Surplus Property (2 parcels)” – Staff advised of plans to contact developer)

(Supervisor Fariss questioned funds expected to operate a customer service center in Fairlawn – Staff advised current activities include locating a small storefront facility and talking with the existing Fairlawn Bookkeeping Service)

b. Animal Shelter Recommendations & Acceptance of Animal Shelter Donation

(Staff presented report prepared by Virginia Tech College of Architecture and advised the next step in the project would be to hire an architect – Board directed county staff to meet with Giles County representatives to discuss possible joint efforts for a regional animal shelter and provide an update at April 29 Board meeting – Place on April 29 agenda)

**Mr. Huber**

**Ms. Hanks**

c. Appointments:

1. Town of Pulaski Flood Control Project Committee  
(Ask Dan Bell and Freddie Blevins to consider serving on committee)

**Ms. Safewright**

2. Ratification of Workforce Investment Board Appointment  
(Approved appointment of Dr. Flo Graham – Notify Workforce Investment Board)

**Ms. Hanks**

3. Telecommunications Committee  
(Appointed Bob Steffen – Notify Dr. Steffen and Telecommunications Committee)

**Ms. Safewright**

4. New River Community College  
(Appointed Supervisor Charles Cook – Notify NRCC)

**Ms. Hanks**

5. Public Safety Committee  
(Request Lee Oliver consider serving)

**Ms. Hanks**

6. Recreation Commission  
(Request Monty Brown of Riverlawn consider filling vacancy created by the resignation of Sam Patterson)

**Ms. Hanks**

10. Items of Consent:
- a. Minutes of February 25, 2002  
(Approved) **Ms. Hanks**
  
  - b. Accounts Payable  
(Approved) **Ms. Hanks**
  
  - c. Appropriations & Transfers:
    - 1. Interoffice Transfer #9 - \$41,714.51
    - 2. Appropriations & Transfers:
      - ◆ General Fund #15 - \$263,689.00  
(Approved) **Ms. Burchett**
  
  - d. Ratification:
    - 1. Change Orders:
    - 2. Agreements, Grants, & Other:
      - a. NRCC – Techweb Partners – Services Contract  
(Ratified)
  
      - b. Fireworks by Grucci Contract  
(Staff advised both towns of Dublin and Pulaski, along with the Fair Association are contributing to fireworks costs – Staff to send contract back to Grucci with modifications) **Ms. Hanks**
  
      - c. 2002-2003 Local Government Challenge Grant  
(Approved)
  
  - e. Contract Approvals:
    - 1. New River Industrial Park Sewer System – Alternative Pump Station  
(Approved) **Mr. Coake**
  
    - 2. Contract with Frederick G. Griffin for Evaluation of Dispatch System Needs  
(Approved negotiating a contract at an approximate cost of \$25,000 shared between the county and Town of Pulaski for evaluation) **Mr. Huber**
  
  - f. Personnel Changes  
(Reviewed)
  
  - g. Recognition of “Business Appreciation Week”  
(Approved – Transmit resolution to appropriate agency) **Ms. Hanks**

- h. Scheduling of Public Hearing for Adoption of Ordinance Pursuant to Section 58.1-3222  
 (Advertise on Sunday, April 14 and Sunday, April 21 for a public hearing to be held at Monday, April 29 Board meeting)

**Ms. Taylor/  
Ms. Hanks**
- i. Memorial Resolution – Andrew Graham  
 (Approved – Send to Elrica Graham)

**Ms. Hanks**
- j. Acceptance of New River Valley Rescue Squad  
 (Approved – Arrange for appropriate acceptance)

**Mr. Crigger**
- k. Acceptance of Revised Health Insurance Rates  
 (Accepted staff recommendation for renewal of health insurance rates for FY 03 – Notify carriers and employees as appropriate)

**Ms. Burchett**
- l. Scheduling of Public Hearing for Adoption of Ordinance Regarding Exercise of Joint Powers Regarding Purchase of Health Insurance Coverage  
 (Advertise on Sunday, April 14 and Sunday, April 21 for a public hearing to be held at Monday, April 29 Board meeting)

**Ms. Taylor/  
Ms. Hanks**
- m. Advertising of Public Hearing for Adjustment in Real Estate Tax  
 (Denied advertising for a real estate tax increase at this time, with the Board of Supervisors to present to the School Board information to be provided by the county administrator, with said joint meeting to be held on Monday, April 8)

**Mr. Huber**
- n. Revision to Vehicle Impound Fees  
 (Approved a revision of impound fees to allow for use of a sliding scale on vehicles sold at auction)

**Mr. Mayberry**
- o. Primary Road Improvement Priorities  
 (Approved presenting the following priorities:  
 Completion of Route 100 4-laning between I-81 and Pearisburg, consideration to a new road between Dublin (NRCC, NRV Airport, NRRRA Landfill) and Blacksburg, Route 11 from Dublin to Fairlawn, Route 114 Westbound bridge across the New River, I-81 service road bridge across Peak Creek)

**Mr. Huber**

p. Randolph Park Concessions Contract  
(Delayed action until recommendation by concessions committee is received)

**Ms. Hanks**

q. Clarification of Visitor's Center Agreement  
(Clarified items as presented by county staff and filed with the records of this meeting)

**Mr. McCarthy/  
Mr. Huber**

r. Resolution – Family Drug Awareness Day  
(Approved declaring Saturday, April 20, 2002 as Family Drug Awareness Day – Notify Workforce Development Center)

**Ms. Hanks**

s. Reschedule of April Board Meeting  
(Approved rescheduling regular April Board meeting to April 29, due to a conflict with Supervisor Sheffey's schedule – Further, approved rescheduling agency/ department budget presentations to Monday, April 22 – Notify agencies/departments)

**Ms. Burchett/  
Ms. Hanks**

11. Citizen Comments  
(None)

12. Other Matters from Supervisors

(Supervisor Fariss recommended staff review current expenditure saving measures, suggesting a motor pool of vehicles)

**Mr. Mayberry/  
Mr. Huber**

(Supervisor Fariss requested staff review possible joint School Board/Board of Supervisors fleet maintenance services)

**Mr. Mayberry/  
Mr. Huber**

(Supervisor Fariss requested staff review possible joint purchasing system)

**Ms. Burchett**

(Supervisor Sheffey expressed concerns regarding constituents paying sales tax on purchases from the now closed Hudson's Chevrolet – Staff advised of efforts to determine how best to address this issue)

**Mr. McCarthy**

(Supervisor Sheffey commented on the recent water survey conducted by Draper Aden Associates and the potential for a public awareness campaign, possibly through PSA billing, about the potential for a drought in Pulaski County, staff noted little likelihood due to water supply from Claytor Lake but would look at systems for notification of short-term problems such as power outage)

**Mr. Fisher**

13. Closed Meeting –2.2-3711.A.1.3.5.7

HUD Modular House

(Approved sale of house – Arrange for resale directly or through Habitat for Humanity)

**Mr. Huber**

14. Adjournment

March 15, 2002

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Public Hearings

- a. A rezoning request by Irene King Robinson (Life Estate) from Residential (R) to Agricultural (A1) on property identified by tax map no. 028-001-0000-0015, (1.000 acres), located at 6646 Hickman Cemetery Rd., (Rt. 624), Cloyd District. – A public hearing has been scheduled to consider this request; however, the Planning Commission tabled action on this request. Thus, the public hearing by the Board would be continued to the April meeting.
- b. A rezoning request by Hazel S. Cline & Homer K. Horton from Residential (R1) to Agricultural (A1) on property identified by tax map no. 066-001-0000-0048, (6.800 acres), and 066-001-0000-048C, (4.250 acres), located at 6315 & 6412 Whities Ln., off State Park Rd. (Rt. 660), Ingles District.- A public hearing has been scheduled to consider this request. See enclosed document. The Planning Commission recommends approval.
- c. A request by Bobby Lytton d/b/a Pro Sport Cycles for a Special Use Permit (SUP) to allow motorcycle sales (sale of new and/or used vehicles) on property owned by Charles R. Haynes, identified as tax map no. 039-001-0000-0005, (0.67 acre), zoned Commercial (CM-1), located at 7381 Lee Highway, (Rt. 11), Cloyd District.- A public hearing has been scheduled to consider this request. See enclosed document. The Planning Commission recommends approval.
- d. A request by Ronald & Martha R. Linkous, Sr. for a Special Use Permit (SUP) to allow camping of longer than 2 weeks duration on property identified as tax map no. 071-004-0000-0017, (4.2600 acre), zoned Residential (R-1), located at 3161 Finks Farm Rd., (Rt. 795), Robinson District.- A public hearing has been scheduled to consider this request. See enclosed document. The Planning Commission recommends approval for eighteen months.
- e. A request by Bertha P. Hodge for a Special Use Permit (SUP) to allow a manufactured home as a second dwelling on property identified as tax map no. 038-001-0000-0047, zoned Residential (R-1), located at 7386 Manns Dr., (Rt. 642), Cloyd District.- A public hearing has been scheduled to consider this request. See enclosed document. The Planning Commission recommends denial.

- f. A request by American Electric Power Company to grant an easement for location of power lines within Randolph Park, located at 5100 Alexander Road, Dublin, Virginia- A public hearing has been scheduled to consider this request. See ***enclosed*** documentation.

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March 15, 2002

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Highway Matters

- a. Follow-up from Previous Board meeting
  1. Request for Speed Limit Posting, Rt. 755, Depot Road - This matter is currently under review by VDOT.
  2. Request for Speed Limit Sign (25 mph) on Winding Way Drive - This matter is currently under review by VDOT.
  3. Cox Hollow Road Improvements – This matter is currently under review by VDOT.
  4. Revenue Sharing Program Participation – The Board deferred action on this matter until the March 25 meeting.
  5. Request for Lowering of Speed Limit on Gate 10 Road- At the last meeting, Supervisor Sheffey advised residents plan to submit a petition for a speed limit request.
  6. Mines Road Speed Study – VDOT was requested to provide an update on this matter.
- b. Request for Speed Study on Rt. 788, Jennings Road, Rt. 787, Peak Creek Road, and Rt. 644/763, Hurston Road- ***Enclosed*** is a petition from residents requesting a speed limit reduction on each road. Supervisor Cook has requested VDOT perform a speed study and report back results when completed.
- c. Rural Addition Status Report - ***Enclosed*** is an update of the Rural Additions Progress Report.

March 15, 2002

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable – ***Enclosed*** is an updated Key Activity Timetable.
- b. Animal Shelter Recommendations & Acceptance of Anonymous Animal Shelter Donation – ***Enclosed*** is a summary of items researched by the Animal Shelter Committee, the questions requested and responses from Mr. Michael Ermann of Virginia Tech College of Architecture, as well as that of the American Humane Society. I recommend acceptance of the \$10,000 donation and authorization of architectural work on the building. I would also recommend withholding full commitment to the construction of the building following completion of the architectural work pending resolution of budget concerns. The state deferred for one year its statewide mandate to upgrade animal shelters. Initiation of architectural work would allow the project to move forward within currently budgeted funds.

c. Appointments:

Through the assistance of Tedd Povar and the Virginia Institute of Government, I have received a number of solicitation notices and application forms used by other localities in recruiting appointees. A draft notice and application form will be included in a future update.

1. Town of Pulaski Flood Control Project Committee - The Board previously appointed David Tickner as the county's staff representative. Appointment of two additional citizen representatives is requested. I suggest a resident living upstream of the Town of Pulaski and one living downstream of the town.
2. Ratification of Workforce Investment Board Appointment- Ratification of the reappointment of Dr. Flo Graham is requested.

3. Telecommunications Committee - Appointment of Bob Steffen is recommended by the Telecommunications Committee Chair, Carl Epley and Jim Sandidge who state that Mr. Steffen is one of the most knowledgeable people in Pulaski County on computers and networks. He is retired from Virginia Tech and a PhD in Information Technology.
4. New River Community College- Kendall Clay's term on the College Board expires March 30, 2002. The College advises he has served two consecutive terms and therefore, is not eligible for reappointment.
5. Public Safety Committee - Chairman Sheffey received a request from the National Organization on Disability for inclusion of persons with disabilities in disaster response planning efforts. Considering the complications, which can arise from working with disabled individuals, Mr. Crigger indicated his interest in ensuring planning accommodated those less able. The Board is requested to appoint a disabled individual to the Public Safety Committee.

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March 15, 2002

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Items of Consent

- a. Minutes of February 25, 2002 – See ***enclosed***.
- b. Accounts Payable – A listing of accounts payable will be sent to the Board in the March 22 weekly update.
- c. Appropriations & Transfers – See ***enclosed*** transfers and appropriations for the following:
  1. Interoffice Transfer #9 - \$41,714.51
  2. Appropriations & Transfers:
    - ◆ General Fund #15 - \$263,689.00
- d. Ratification – There are no items submitted for ratification at this time.
  1. Change Orders – None at this time.
  2. Agreements, Grants & Other –
    - a. NRCC – Techweb Partners – Services Contract- Ratification of the ***enclosed*** contract is requested.
    - b. Fireworks by Grucci- Ratification of the ***enclosed*** contract is requested.
- e. Contract Approvals:
  - ◆ New River Industrial Park Sewer System – Alternative Pump Station- Approval of the ***enclosed*** contract with Draper Aden Associates for the alternative pump station upgrade.

- f. Personnel Changes – ***Enclosed*** is an update of recent personnel changes as prepared by Ms. Burchett.
- g. Recognition of “Business Appreciation Week” – Business Appreciation Week is scheduled for May 12-18, 2002. Approval is requested to participate by adoption of an appropriate resolution recognizing this week. ***Enclosed*** is information regarding this matter.
- h. Scheduling of Public Hearing for Adoption of Ordinance Pursuant to Section 58.1-3222 – State law requires that localities which institute prorated assessment of partially completed buildings also make provision for reducing taxes due on structures damaged through no fault of the owner. ***Enclosed*** is section 58.-3222 of the Code of Virginia referring to this requirement. Adoption is recommended with an effective date of January 1, 2002, which corresponds to the initiation of partial year assessments.
- i. Memorial Resolution – Andrew Graham- Adoption of the ***enclosed*** resolution is recommended.
- j. Acceptance of New River Valley Rescue Squad- The Board is requested to approve accepting property, building and equipment owned by the former New River Valley Rescue Squad.
- k. Acceptance of Revised Health Insurance Rates- See ***enclosed*** memo from Ms. Burchett regarding renewal of employee health care benefits for FY 03.
- l. Scheduling of Public Hearing for Adoption of Ordinance Regarding Exercise of Joint Powers Regarding Purchase of Health Insurance Coverage – The county attorney has been requested to provide a determination on whether or not a public hearing is required on this matter. Scheduling of a hearing at the April Board meeting is recommended should it be determined that a hearing is necessary.
- m. Advertising of Hearing for Adjustment in Real Estate Tax – Due to semi-annual collection of real estate taxes, any potential rate increase must be advertised following the March 25 Board meeting. Following discussion of the matter with Maynard Sayers and Rose Marie Tickle, we have determined that a decision on setting the rate can be done following the April Board meeting. At the time this packet was mailed, departmental requests had not been submitted, nor has the state reported specific funding reductions. Thus, I am not recommending implementation of a rate increase at this time. However, I am recommending advertisement of a potential increase to give the Board flexibility in addressing the financial needs of the county, if construction of Claremont School replacement is to proceed.

Specifically, advertisement of an 8-cent increase from \$0.62 to \$0.70 is recommended. The construction of the school would increase reoccurring expenditures by

approximately \$800,000 per year. Funding this cost through the real estate tax would result in a 6-cent increase from \$0.62 to \$0.68. I also recommend consideration to an additional 2-cent increase, which would generate approximately \$250,000 in additional revenue to provide the Board with contingency funds over the next two years since approximately \$250,000 in unobligated funds is appropriated annually to meet unforeseen needs. In the past, this amount has been absorbed by unspent funds in other areas resulting in no net cash loss to the county. However, closer budgeting and the expenditure of reserves beyond the 10% recommended by the auditor will eliminate this cushion. In addition, the Board no longer has a large unrestricted balance for use in responding to opportunities such as the purchase of the New River Industrial Park property from AT&T or acceptance of the Randolph Park property from Ms. Alexander.

As shown on the enclosed chart, a 70-cent rate would result in the same rate as was in place in 1993. Also enclosed are calculations describing the impact of additional debt on primary locally controlled revenue sources. Funding Claremont School debt through an increase in Machinery and Tools taxes requires a 25-cent rate increase to an effective rate of \$0.97 per \$100, or a 37-cent increase in personal property tax rates to \$2.37 per \$100. Increasing the real estate rate by 8 cents increases taxes by \$40 on a \$50,000 home and \$120 annually on a \$150,000 home. Advertising a potential real estate rate increase gives the Board the ability to consider adjusting the real estate rate while reviewing various budget requests and future capital projects. The Board may also want to spread the increased revenues over these other sources. Other budget initiatives, which I plan to evaluate as part of the budget process, include taxing cell phone bills as is the current practice for stationary phones.

I hope to better predict the budget situation over the next few years in the March 22 weekly update following receipts this week of departmental budget requests and State calculation of specific funding levels.

- n. Revision to Vehicle Impound Fees – Per the enclosed recommendation of Mr. Mayberry, revision of impound fees to allow for use of a sliding scale on vehicles sold at auction is recommended. This change encourages law enforcement agencies to work together in the use of vehicle confiscations in enforcement of drug trafficking laws.
- o. Primary Road Improvement Priorities – Presentation of the following priorities is recommended: Completion of Route 100 4-laning between I-81 and Pearisburg, consideration to a new road between Dublin (NRCC, NRV Airport, NRRRA Landfill) and Blacksburg, Route 11 from Dublin to Fairlawn, Route 114 Westbound bridge across the New River, I-81 service road bridge across Peak Creek.

- p. Randolph Park Concessions Contract – Anthony Akers has received proposals from Double D (part owner of Sonic Drive-in), Graffiti's and Donna Surber for operating concessions at Randolph Park. He hopes to complete this procurement this week and we plan to include a recommendation for granting of an operating contract in this Friday's weekly update. Since the matter would involve a contract with the Board of Supervisors, approval of a vendor is requested. **Enclosed** is the request for proposals used soliciting responses.
- q. Clarification of Visitors' Center Agreement – Currently the agreement with the Chamber of Commerce regarding utilization of the Visitors' Center does not specifically address the ability of the Chamber to sell display space or promotional services from the Center. I recommend clarification of the agreement to specify that the Chamber would be allowed to retain half of such earnings on the following conditions:
1. Businesses within the county are granted a discount of 25%.
  2. 50% of fees are credited towards operational costs of the Center, which would otherwise be paid by the county.

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March 15, 2002

TO: Board of Supervisors  
FROM: Peter Huber, County Administrator  
SUBJECT: Closed Meeting – 2.2-3711.A.1.3.5.7

A closed meeting is requested pursuant to Section 2.2-3711.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:

- ◆ HUD Modular House- I accepted the purchase for \$1 of a defaulted HUD financed doublewide modular house at the end of Gate 10 Road as reported in the March 8 update. Acceptance at this time was based on meeting a deadline I found out about this week. An inspection of the home is pending. The building can be returned to HUD should the Board not choose to accept it. In addition, Habitat for Humanity has also expressed interest in accepting the building.
- ◆ Housing Development- Steve Crawford would like to propose development of the area between the existing housing development and New River Industries for "Pepper Ferry Meadows" type housing units. The IDA has tentatively scheduled a meeting for Wednesday, April 3 to consider the matter.
- ◆ School Property Acquisition – Any available updates regarding the status of the purchase of the Claremont School property will be provided.

Personnel:

- ◆ Appointments-
  - Town of Pulaski Flood Control Project Committee - The Board previously appointed David Tickner as the county's staff representative. Appointment of two additional citizen representatives is requested. I suggest a resident living upstream of the Town of Pulaski and one living downstream of the Town.

- Ratification of Workforce Investment Board Appointment- Ratification of the reappointment of Dr. Flo Graham is requested.
- Telecommunications Committee - Appointment of Bob Steffen is recommended by the Telecommunications Committee Chair, Carl Epley and Jim Sandidge who state that Mr. Steffen is one of the most knowledgeable people in Pulaski County on computers and networks. He is retired from Virginia Tech and a PhD in Information Technology.
- New River Community College- Kendall Clay's term on the College Board expires March 30, 2002. The College advises he has served two consecutive terms and therefore, is not eligible for reappointment.
- Public Safety Committee - Chairman Sheffey received a request from the National Organization on Disability for inclusion of persons with disabilities in disaster response planning efforts. Considering the complications, which can arise from working with disabled individuals, Mr. Crigger indicated his interest in ensuring planning accommodated those less able. The Board is requested to appoint a disabled individual to the Public Safety Committee.
- ◆ Bonus Pay – As part of the budget recommendations, I plan to recommend instituting a program in which bonuses would be awarded on a six-month basis equal to one-third the savings from an equal period the previous year to a maximum of \$1,200 per employee per year. In addition to the savings, the department would have had to improve citizen satisfaction as measured through a survey or other independent measure.

Prospective Industry:

- ◆ Renfro Building Reuse – Mr. Tickner continues to work with Volvo regarding their space needs. We plan to update the Board regarding the progress made in accommodating this need, as well as on the recent visit to Greensboro to discuss supplier needs.

Legal Matters:

- ◆ None

CLOSED MEETING RESOLUTION

A closed meeting is requested pursuant to Section 2.2-3711.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 25, 2002 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 2.2-3711(A)3 discussion for consideration of the disposition or acquisition of publicly held property regarding:

- ◆ HUD Modular House
- ◆ Housing Development
- ◆ School Property Acquisition

Personnel – Pursuant to Virginia Code Section 2.2-3711(A)1 discussion for consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of public officers, appointees or employees, regarding:

- ◆ Appointments
- ◆ Bonus Pay

Prospective Industry – Pursuant to Virginia Code Section 2.2-3711(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.

- ◆ Renfro Building Reuse

Legal Matters – Pursuant to Virginia Code Section 2.2-3711(A)7 consultation with legal counsels and briefing by staff for discussion of specific legal matters and matters subject to probable litigation regarding:

- ◆ None
- Voting yes: \_\_\_\_\_  
Voting no: \_\_\_\_\_  
Abstaining: \_\_\_\_\_  
Not present: \_\_\_\_\_