

FOLLOW-UP ACTION

ACTION	KEY STAFF
1. <u>Invocation</u>	
2. <u>Additions to Agenda</u>	
3. <u>Presentation of Resolution – PCHS Drama Team</u> (Presented and recognized director and team)	
4. <u>Public Hearings:</u>	
a. <u>A rezoning request by Darrell N. & Rebecca B. Bird from Conditional Commercial (Cond. CM1) & Residential (R1) to Agricultural (A1) for property identified as tax map no. 055-001-0000-041A, 44, 46 (~ 16 acres) and tax map no. 055-016-0000-0001 (approximately 6.4900 acres), located on north side of Lee Hwy. (Rt. 11), 0.25 mile east of Cougar Trail (Rt. 643), including 4837 Lee Hwy, Massie District.</u> (Approved as recommended by Planning Commission – Notify applicant)	Ms. Taylor
b. <u>Two rezoning requests by Stuart E. Covey, Jr. as follows: 1) Rezoning from Conservation (C1) to Commercial (CM1) for property identified as tax map no. 066-001-0000-0037, 37A, located at 4541 State Park Rd. (Rt. 660), Ingles District; and 2) Rezoning from Agricultural (A1) to Commercial (CM1) for a portion of property identified as tax map no. 066-001-0000-0038, 39, located on the west side of State Park Rd. (Rt. 660) adjacent to Claytor Lake State Park, Ingles District</u> (Approved as recommended by Planning Commission – Notify applicant)	Ms. Taylor
c. <u>A rezoning request from Residential (R) to Agricultural (A1) by the following individuals, referenced by tax map number and acreage for properties located on the south-west corner of the intersection of Gate Ten Rd. (Rt. 623) and River Bluff Rd. (Rt. 1225), Cloyd District:</u>	
Bingham, John C. & Jo Ann M.	020-001-0000-050A, 50B, 5.3975 acres 50C, 50D

Estep, Ernest Gerald & Vera Aretta	020-016-0000-0002	1.9600 acres
Hamm, Fred Stanley & Carolyn A.	020-016-0000-0003	2.3350 acres
Ladd, Clayton D. & Patricia M.	020-016-0000-0001	1.2510 acres
Machelor, John M.	020-001-0000-0047	4.7600 acres

(Approved as recommended by Planning Commission –
Notify applicant)

Ms. Taylor

- d. Consideration of amendments to Article 17-5, Uses Not Provided For, and Article 20-2, Public Hearing, to allow the Planning Commission 100 days after their first meeting after referral to the Commission to make recommendations to the Board of Supervisors as provided in Code of Virginia, 15-2.2285.

(Approved as recommended by Planning Commission –
Amend ordinance)

Ms. Taylor

- e. Consideration of amendments to Article 17-3, Special Use Permits, to allow an action contesting a special exception as required by 15.2-2285, Code of Virginia.

(Approved as recommended by Planning Commission –
Amend ordinance)

Ms. Taylor

- f. Consideration of amendments to Article 15, Sign Regulations, to prohibit off-premise signs.

(No action – Staff to review proposed amendments, include citizens and business owners expressing concern regarding proposed amendments, and provide update to Board)

Mr. Tickner

- g. Community Development Block Grant Application

(Public hearing held – Second public hearing to be held to consider specific projects)

5. Highway Matters:

- a. Follow-up from Previous Board meeting:

- Thornspring Country Club Crossover
(VDOT advised it is impossible to install crossover)

- b. Rural Addition Status Report
(Reported)

c. Board of Supervisors Concerns

(Supervisor Fariss expressed concern regarding the sharp curves on Rt. 693 near Hoover Color – VDOT to review and see what cost would be for specific area – Place update on February Board agenda)

Ms. Hanks

(Supervisor Cook expressed concern regarding the exit ramp, traveling north bound on Interstate 81, as it intersects with Rt. 100 – VDOT to review and provide update to Board – Place update on February agenda)

Ms. Hanks

(Supervisor Conner requested VDOT review the area in front of the high school, specifically the need for an off ramp coming from Rt. 11 turning into the high school parking lot – VDOT to review and provide update at February Board meeting – Place update on February agenda)

Ms. Hanks

(Supervisor Conner advised of water running across Little Creek causing freezing, as well as ditches being clogged)

(Supervisor Sheffey inquired to the status of the Pepper's Ferry Bridge repairs – VDOT advised of no additional information – Staff to prepare letter to VDOT Resident Engineer requesting explanation for delay in repairs)

Mr. Huber

(Supervisor Cook inquired regarding the message boards on Interstate 81)

d. Citizen Concerns

(Mr. Jeff Levy advised of trash, high weeds, etc. on the northbound I-81, Exit 101, ramp and requested beautification efforts for this exit – VDOT advised of difficulties in regular mowing of this exit due to ground not being level but willing to review alternatives – Place on February agenda)

Ms. Hanks

(VDOT to send information on Rustic Road Program, specifically as it relates to the six year plan – Place on February agenda)

Ms. Hanks

6. Treasurer's Report

(Reported – Board approved advertisement of delinquent taxes for 2000 – Staff to review costs for advertising taxes in Roanoke Times – Also place delinquent tax list on the county web site)

Ms. Tickle

Mr. Spangler

7. Citizens' Comments
(None)

8. Reports from the County Administrator & Staff:

a. Key Activity Timetable (KAT)

(Reviewed – Supervisor Cook requested update on Health Department office relocation – Staff to provide update by next Board meeting)

Mr. Huber

(Supervisor Cook inquired as to status of animal shelter – Staff advised of updated cost estimate by Architect Reynolds and efforts by the Animal Shelter Advisory Committee to reduce costs – Board approved development of final plans and specifications and bidding of project, with allocation of an additional \$300,000, for a total of \$600,000, and with bids to include stainless steel kennels/runs – Provide update on construction schedule)

Mr. Reynolds

(Supervisor Cook asked if "April 03" was a realistic completion date for the Fairlawn Rt. 114 entrance signs – Move completion date to "June 03")

Ms. Hanks

b. Extension Agent Funding

(Approved continuation of Agricultural Extension Agent position at a cost of \$21,000, with Board to re-evaluate need for position next year)

Mr. Huber

c. Appointments – Workforce Investment Board

(Recommended Tim Clontz for a term ending March 31, 2006 – Notify Workforce Investment Board)

Ms. Hanks

9. Items of Consent:

a. Approval of Minutes of December 16, 2002

(Approved)

Ms. Hanks

b. Accounts Payable

(Approved)

Ms. Spence

c. Appropriations and Interoffice Transfers

(Approved)

Ms. Burchett

d. Ratification

(No items)

- e. Personnel Changes
(Reviewed)
- f. Probate Taxes
(Denied request to hold public hearing on adoption of ordinance)
- g. Central Water & Sewer Project Loan Resolution
(Adopted resolution and approved Management and Operation Agreement – Send executed resolution and agreement to NRV Planning District Commission - Place on February PSA agenda for adoption) **Ms. Safewright
Ms. Hanks**
- h. Endorsement – State-Wide Local Government Work Group
(Endorsed 2003 legislative recommendations – Notify state legislators) **Mr. Huber**
- i. Support for Full Emergency Medical Services Funding
(Adopted resolution opposing Four-for-Life funds as a substitute for existing state expenditures – Notify state legislators agency) **Mr. Huber**
- j. Support for NRV Community Services Application for Youth Violence Prevention Grant Funding
(Ratified letter of support from Community Activities Director) **Mr. Akers**
- k. Additional Part-time Dispatcher
(Approved allocation of \$11,500 for reemployment of a part-time dispatcher – Notify Sheriff Davis) **Sheriff Davis/
Ms. Burchett**
- l. Farmers Market on Washington & Third Parking Lot
(Approved use of parking lot by Greater Pulaski Alliance (GPA) for Farmer's Market on Saturdays, subject to acceptance by GPA of general Liabilities, including the potential for damage to planters and clean-up of all trash from premises following the market activities – Notify GPA) **Ms. Hanks**
- m. Gas Severance Tax
(Schedule public hearing for the February 24 Board meeting) **Ms. Taylor**
- n. Purchase of 2001 Subaru Legacy
(Ratified purchase of a 2001 Subaru at a cost of \$9,000 and appropriation of necessary funds) **Ms. Burchett**

o. Administration of Dry Well Replacement Program
(Approved designating Southeast Regional Community Assistance Project as the administrators of the program for the purpose of placing all water/sewer related assistance under one administrative agency – Notify Southeast Regional Community Assistance and VA Dept of Housing and Community Development)

Mr. Huber

p. Consideration of Support for Isle of Wight Position on Taxation of Cigarettes
(Approved support for Isle of Wight position that will provide county governments the authority to impose a local tax on the sale of cigarettes – Notify legislators)

Mr. Huber

10. Citizen Comments
(None)

11. Other Matters from Supervisors
(Supervisor Cook requested drop site regulations be reviewed by staff and uses more clearly defined - Provide update to Board via weekly update – Place on Feb PSA agenda)

**Mr. Mayberry/
Mr. Huber
Ms. Hanks**

(Supervisor Fariss requested clarification on the county's policy on the support provided an employee involved in an accident while on the job – County attorney to review existing practices and provide Board with a report on development of policy on protection of county employees - Review with VACorp liability insurance carriers - Place update on February Board meeting agenda)

**Ms. Burchett
Mr. McCarthy
Ms. Hanks**

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

Pulaski County Technology Park
(Develop RFP for sale of 70 acres)

Mr. Huber

Project Spirit
(Follow-up with consultant regarding continued interest)

Mr. Tickner

Warehousing Project
(Review viability of company; check D&B report on company and provide report to Board of Supervisors via weekly update; provide Board with overall costs & revenues)

Mr. Tickner

Hiwassee School Building

(Encourage reuse of building through private or public sale – Review with IDA board)

Mr. Huber

Fundraising Campaign

(Request County Attorney prepare letter requesting how funds are be used)

Mr. McCarthy

13. Adjournment

January 16, 2003

TO: Board of Supervisors
FROM: Peter M. Huber, County Administrator
SUBJECT: Public Hearings

- a. A rezoning request by Darrell N. & Rebecca B. Bird from Conditional Commercial (Cond. CM1) & Residential (R1) to Agricultural (A1) for property identified as tax map no. 055-001-0000-041A, 44, 46 (~ 16 acres) and tax map no. 055-016-0000-0001 (approximately 6.4900 acres), located on north side of Lee Hwy.(Rt. 11), 0.25 mile east of Cougar Trail (Rt. 643), including 4837 Lee Hwy, Massie District - A public hearing has been scheduled on this request. The Planning Commission recommends approval, as described on the **enclosed** information.

- b. Two rezoning requests by **Stuart E. Covey, Jr.** as follows: **1)** Rezoning from Conservation (C1) to Commercial (CM1) for property identified as tax map no. 066-001-0000-0037, 37A, located at 4541 State Park Rd. (Rt. 660), Ingles District; and **2)** Rezoning from Agricultural (A1) to Commercial (CM1) for a portion of property identified as tax map no. 066-001-0000-0038, 39, located on the west side of State Park Rd. (Rt. 660) adjacent to Claytor Lake State Park, Ingles District - A public hearing has been scheduled on this request. The Planning Commission recommends approval, as described on the **enclosed** information.

- c. A rezoning request from Residential (R) to Agricultural (A1) by the following individuals, referenced by tax map number and acreage for properties located on the southwest corner of the intersection of Gate Ten Rd. (Rt. 623) and River Bluff Rd. (Rt. 1225), Cloyd District:

Bingham, John C. & Jo Ann M.	020-001-0000-050A, 50B, 50C, 50D	5.3975 acres
Estep, Ernest Gerald & Vera Aretta	020-016-0000-0002	1.9600 acres
Hamm, Fred Stanley & Carolyn A.	020-016-0000-0003	2.3350 acres
Ladd, Clayton D. & Patricia M.	020-016-0000-0001	1.2510 acres
Machelor, John M.	020-001-0000-0047	4.7600 acres

A public hearing has been scheduled on this request. The Planning Commission recommends approval, as described on the **enclosed** information.

- d. Consideration of amendments to Article 17-5, Uses Not Provided For, and Article 20-2, Public Hearing, to allow the Planning Commission 100 days after their first meeting after referral to the Commission to make recommendations to the Board of Supervisors as provided in Code of Virginia, 15-2.2285 - A public hearing has been scheduled on this request. The Planning Commission recommends approval, as described on the ***enclosed*** information.
- e. Consideration of amendments to Article 17-3, Special Use Permits, to allow an action contesting a special exception as required by 15.2-2285, Code of Virginia. A public hearing has been scheduled on this request. The Planning Commission recommends approval of the amendment, as described on the ***enclosed*** information.
- f. Consideration of amendments to Article 15, Sign Regulations, to prohibit off-premise signs- A public hearing has been scheduled on this request. The Planning Commission recommends approval of the amendment, as described on the ***enclosed*** information.
- g. Community Development Block Grant Application – Community Development Block Grants may be used for a variety of projects with the primary criteria of providing benefit to low- and moderate-income residents. The purpose of this hearing is to solicit ideas and suggestions for possible projects. Should a viable project be suggested, funding guidelines will require a second public hearing on the specific project.

January 16, 2003

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Highway Matters

a. Follow-up from Previous Board meeting:

- Thornspring Country Club Crossover – The resident engineer may have information to share.

b. Rural Addition Status Report- ***Enclosed*** is an update report from Ms. Taylor.

/gh

January 16, 2003

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: Reports from County Administrator and Staff

- a. Key Activity Timetable (KAT) – Review of the ***enclosed*** Key Activity Timetable is requested.
- b. Appointments – No appointments are anticipated until the March Board meeting.

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January 16, 2003

TO: Board of Supervisors
FROM: Peter M. Huber, County Administrator
SUBJECT: Items of Consent

- a. Approval of Minutes of December 16, 2002 – See ***enclosed***.
- b. Accounts Payable – The accounts payable listing will be delivered with the January 24 weekly update.
- c. Appropriations & Interoffice Transfers – A listing of appropriations and interoffice transfers will be sent to the Board in the January 24 weekly update.
- d. Ratification – There are no items for ratification at this time.
- e. Personnel Changes - ***Enclosed*** is an update of recent personnel changes as prepared by Ms. Burchett.
- f. Probate Taxes – Woody Lookabill suggests adoption of probate tax as a way of increasing revenues supporting the operation of the Clerk's Office. A tax of one-third of one percent of the value of the estate would result in between \$7,000 to \$10,000 in additional revenue per year. ***Enclosed*** is a letter of request from Woody Lookabill. It is recommended that the Board schedule a public hearing on this matter at the February meeting.
- g. Central Water & Sewer Project Loan Resolution - Adoption of the ***enclosed*** resolution is requested.
- h. Endorsement - State-Wide Local Government Work Group - ***Enclosed*** are the 2003 Legislative recommendations of a State-Wide Local Government Work Group addressing Comprehensive Service Act funding. The anticipated 2003-04 cost of the program in Pulaski County is estimated to be \$1.6 million of which approximately \$526,000 funded by the County. As a shared expense, addressing these costs would be a savings to both the state and county. Board endorsement of the recommendations is requested.
- i. Support for Full Emergency Medical Services Funding – Adoption of the ***enclosed*** resolution opposing use of Four for Life funds as a substitute for existing state expenditures is recommended. Also ***enclosed*** is additional information explaining this issue.

- j. Support for NRV Community Services Application for Youth Violence Prevention Grant – Funding - The Board is requested to endorse the support offered by Community Activities Director Anthony Akers as described in the enclosed letter from Mr. Akers.
- k. Additional Part-time Dispatcher – Sheriff Davis requests the allocation of \$11,500 for reemployment of a part-time dispatcher as a way of adjusting to the heavy call volume from cellular phones now that 911 calls from cell phones are now routed to county dispatch rather than to the State Police. Approval of this request is recommended.
- l. Farmers Market on Washington and Third Parking Lot – Greater Pulaski Incorporated (GPA) is requesting the possible use of this parking lot for a Farmer’s Market each Saturday. There is no county use of this lot on Saturdays. Thus, approval is recommended based on acceptance by GPA of general liabilities including the potential for damage to planters and clean-up of all trash from the premises following the market activities.

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January 16, 2003

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:

- Pulaski County Technology Park – I plan to update the Board regarding any additional information received from Dr. Steve Boyce partner to Jim Hiney in the ownership of lot H (***enclosed*** is my January 10 memo to the Board regarding this matter). I would also appreciate feedback from the Board regarding the proposal by Steve Crawford for the purchase of an additional 70 acres. I also plan to share any additional information received regarding a preliminary tax appraisal of the property and/or the price of available land along Route 114 or Route 11 in the Fairlawn area. ***Enclosed*** is a January 10 memo to the Board describing the proposed purchase.

Personnel:

- Incentive Pay – I would like to get some input from the Board regarding any suggestions for merit, bonus or other means of using pay as an incentive or reward for outstanding work performance.

Prospective Industry

- Project Spirit – The project consultant reports his client is reevaluating their

strategic plan. Dave Tickner and I plan to brief the Board regarding any new developments.

- Warehousing Project – I have been contacted by Mr. Doug Faris, Vice President of Binswanger Southern (an industrial real estate broker) regarding the possible upfit and lease by the county of the Shell Building for use by a supplier to the New River Valley Truck Plant. Completion of the building would cost approximately \$700,000 in cash. He proposes a 5 year lease with a 15-year amortization of to-date and upfit costs resulting in a lease cost of \$3.50 to \$4.00 per square foot. His client would employ approximately 25 persons at average wages. I plan to place the matter on the January 27 “Closed Session” agenda assuming continued interest by his client. Dave Tickner and I plan to brief the Board regarding any new developments.
- Hiwassee School Building – As a follow-up to the *enclosed* January 10th memo to the Board, I have confirmed with two IDA members would favor the sale of the building for \$75,000 as is. I would appreciate discussion of any concerns by the Board regarding the future use of the facility.

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 January 27, 2003 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:

- Pulaski County Technology Park

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:

- Incentive 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.

- Project Spirit
- Warehousing Project
- Hiwassee School Building

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: _____