

BOARD OF SUPERVISORS MEETING MINUTES OF MARCH 12, 2007

At a joint meeting of the Pulaski County Board of Supervisors and the Pulaski County School Board held on Monday, March 12 at 6:30 p.m. at Pulaski Elementary School, in the Town of Pulaski, Virginia, the following members were present: Joseph L. Sheffey, Chairman; Frank R. Conner, Vice Chairman; William E. "Eddie" Hale; Ranny L. Akers and Dean K. Pratt. School Board members present included Paul Phillips, Chairman, John Wenrick, Jeff Bain, Beth Nelson and Pam Chitwood. Staff members present included: Dr. Donald Stowers, Superintendent; Jean Cox, Clerk; Libby Vansant, Assistant Superintendent, Administration; Ron Nichols, Director, Operations; Dr. Jim Sandidge, Director, Technology; Joe Makolandra, Human Resource Specialist; and Peter Huber, County Administrator. Also present were Mike Williams, publisher, *The Southwest Times*; and Paul Dellinger, reporter, *The Roanoke Times*.

1. Introduction – Mr. Sheffey called the board of supervisors meeting to order and welcomed those present. Mr. Phillips called the school board meeting to order and expressed appreciation for the joint efforts of the school board and the board of supervisors as they continue to work together for the best interest of the citizens of Pulaski County.
2. Space Needs -Mr. Huber stated the terms for the purchase of the Maple Shade Shopping Center have been agreed to by the County and the Town of Pulaski. The Town completed the renovation of the exterior of the building and is currently in the process of preparing the deed transferring the building to the County. Mr. Huber stated the plans are to relocate social services, court services, health department (clinic only) and information technology. He reviewed other possibilities for space in this facility which could be the extension services, general properties and a future joint purchasing office if so desired by both boards.

Dr. Stowers stated the lease for the school board office with National Bank of Blacksburg will soon expire and asked if it is okay to renew the lease and, if so, the time frame for renewing the lease. Mr. Huber replied that it would be okay to lease for one or two years because it would take time to renovate the county administration building to relocate the school board offices to that facility. Mr. Bain stated that it had not been determined if there was enough space at the county administration building for the spaces needed for the school board offices. He stated that there appears to be a lack of communication of what is best for the school board's needs and that the school board would want to look at the available spaces for the school board offices before a decision is made. Mr. Phillips stated since the county is purchasing the Maple Shade facility, it is important to look at available spaces and how these will be used. Dr. Nelson stated the school board and personnel have taken pride in the work that was done on the bank facility by school board personnel for the administrative offices and the technology department. There is a need to find a place for the personnel in the third street office and it is important to have a good working environment for all employees.

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3. Budgets - Mr. Huber suggested one or possibly two joint meetings be scheduled over the next month to allow the staff to describe the various financial constraints and situations faced by both boards. This could be a way to assist each board in the preparation of the 2007-08 fiscal budget.

Mr. Sheffey and Mr. Akers shared information regarding a Governor's conference they attended in Roanoke. There is concern with the transportation bill, the use of the state's general funds to fund this bill and the affects this will have on funding to localities including education. It was suggested by both boards that there be a joint resolution from the board of supervisors and the school board on this issue and submitted to the Governor. On a motion by Dean Pratt, seconded by Ranny Akers, the Board of supervisors unanimously approved the development and submittal of a joint resolution to the governor regarding the use of the state general fund for transportation purposes. The School Board unanimously passed a similar resolution following a motion by Beth Nelson seconded by John Wenrich.

Dr. Stowers suggested there be a joint meeting to share budget information and to plan for the next fiscal year. The school board is very close to maxing out on local funds and both boards may wish to meet in a joint session to share more specific information regarding each board's funds. Mr. Bain expressed his concerns that school boards have no sources of raising their own revenue but there continues to be state and federal mandates with which school boards must comply and provide matching funds. The Boards agreed to schedule another joint meeting for this purpose.

4. Update on Existing Joint Services

- a. Transportation Services: Mr. Ronnie Nichols provided information on the bus operations, refuse operation and garages as listed in the agenda. He provided information regarding the school system and PSA sharing drivers which could be a way to provide full-time employment and resulting in health insurance benefits for bus drivers. He also reported that Mr. Lane Penn would like to continue working with the PSA while assisting the school board as Clerk of the Works in the construction of the new Riverlawn Elementary School. As further described, Mr. Matt Jackson would assist Mr. Penn in overseeing the construction while assistance in the supervision of the PSA Refuse Department would be provided by Mr. Nichols and Mr. Jerry Taylor. There was general concurrence with this proposal.
- b. Personnel: Mr. Joe Makolandra provided information regarding personnel policies and a proposed compensation study. He suggested the development of a transfer agreement among all three boards (School Board, PSA and the Board of Supervisors) to compensate for accrued leave liabilities without direct impact on the employee. This would provide employees and management with broader employment opportunities. There is a need to align differing

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personnel policies for the administrative staff. The board of supervisors has authorized a compensation study to ensure employees are being fairly compensated. In doing so, it may be helpful to include the classified staff of the school board. Mr. Makolandra provided information for the boards to review on the leave days for the county and the school board employees. He also provided information on health insurance and the difference in the cost to county employees and school board employees.

- c. Information Technology: Dr. Jim Sandidge provided an update on Information Technology. The Board of Supervisors and School Board staffs have worked together to implement a Voice Over Internet Protocol phone system which should reduce line charges from \$50 to \$5 per month. Offices in the initial implementation of this system are the brick courthouse, the library and the county garage. In the implementation of a joint information technology department, the county plans to hire at least one additional technician to help support increasing technical needs of the sheriff's office, school board office, board of supervisor's offices, and the wireless authority. The next step in joining these departments is to begin relocating staff doing similar work either in the existing school board offices or in the third floor of the stone courthouse. The technology staff is working to standardize the navigational features of the county and school board websites. He also discussed the backup generator for the sheriff's office, the technology needs of the sheriff's department, and the critical nature of the dispatch operations would benefit from an adjacent technology staff.
- d. Finance: Mr. Huber presented a projected amortization table describing the debt service associated with the construction of the new Riverlawn Elementary School. A portion of the existing \$14 million VACO/VML bond pool financing will be replaced by a \$7.5 million three percent Literary Loan. A resolution was presented which is required to be passed by both the board of supervisors and school board in order to apply for the maximum amount of the Literary Loan financing. Plans are to finance the remaining estimated \$5 million using a bank qualified loan through an Industrial Development Authority lease which was done with the VACO/VML Bond. This additional financing would be put in place once costs are fully determined.

Mr. Huber also shared information regarding the auditing standards board statement on Auditing Standards 112. This standard requires all audited entities (non-profit organizations, local governments and private corporations) to prepare their own audit statements. This requires that staff or a third party annually convert cash basis accounting currently maintained by these entities to both modified and full accruals. Having a staff capable of preparing these statements in their required format is likely to become a factor in receiving state and federal funding.

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- e. Engineering: Mr. Huber reported Mr. Ron Coake is continuing to work with the high school staff and VDOT in preparing the plans for the construction of a new entrance to Pulaski County High School.
 - f. Youth Services: Mr. Huber reported on the formation of the Commission on Children and Families had been formed and has held its first meeting with various county funded human service agencies. There is a strong interest in focusing these services towards an increasing need to help children and their families. It was also reported that Shawn Utt and volunteers are working with the Planning Commission staff in planning for bike and walking trails connecting school sites to Randolph Park.
5. Scheduling of Next Meeting - It was the consensus of the boards to meet April 11 for budget presentations from the school board to the board of supervisors. The boards scheduled the next quarterly joint meeting for June 11, 6:30 p.m. Both of these meetings will be held at Pulaski Elementary School.
6. Adjournment - On a motion by Mr. Hale, seconded by Mr. Conner and carried the Board of Supervisors adjourned.

Joseph L. Sheffey, Chairman

Peter M. Huber, County Administrator