

BOARD OF SUPERVISORS MEETING MINUTES OF APRIL 23, 2007

At a reconvened meeting of the Pulaski County Board of Supervisors held on Monday, April 30, 2007 at 6:00 p.m. in the Central Conference Room of the County Administration Building, 143 Third Street, NW, in the Town of Pulaski, Virginia, the following members were present: Joseph L. Sheffey, Chairman, Frank R. Conner, Vice Chairman; Ranny L. Akers; William E. "Eddie" Hale; and Dean K. Pratt. Staff members present included: Peter Huber, County Administrator; Thomas J. McCarthy, Jr., County Attorney; Robert Hiss, Assistant County Administrator; Gordon Jones, Finance Director; and Gena Hanks, Executive Secretary.

After a light dinner, the meeting was called to order by Chairman Sheffey. He then called upon Peter Huber, County Administrator, to review the proposed FY 08 county budget.

1. Remaining Budget Questions:

- a. Revision to Supervisors' budget - Staff recommended adjusting salaries by \$100 per month from \$7,200 per year to \$8,400 for all future boards of supervisors. This recommendation is based on a combination of the following:

1. The most recent increase for Board members in general was in 1996. Inflation at 3% per year since then would result in a salary of \$9,966; and
2. This increase raises the per capita standing of Pulaski County at \$0.21 per capita from 39th lowest of 95 counties in VA to the median of 47.5th of the 95 counties would result in a per capita cost of approximately \$0.24 or \$8,400.

In lieu of a pay increase, the Board may wish to offer health insurance coverage and/or Virginia Retirement System eligibility for future boards.

Staff estimates that board packets average 140 pages per month or 1,680 per year while weekly updates average 67 pages per week or an additional 3,400 pages per year of reading material. Board meetings generally average 3.5 hours each with board members generally serving on at least two related boards or committees.

On a motion by Ranny Akers, seconded by Dean Pratt, the Board approved the recommended compensation increase.

- b. BPOL Tax Rates – The following is a summary of rates charged by adjacent localities. These recommendations are based on an effort to minimize the impact of BPOL taxes on contractors, professional and financial service providers while being consistent with existing Town of Dublin or Town of Pulaski rates.

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	Threshold	Minimum	Retail	Contractors	Bus. Serv.	Fin. & RE	Wholesale
Town of Pulaski	50,000	none	0.160	0.160	0.200	0.400	.01 to .13
Town of Dublin	0	30.00	0.160	0.140	0.070	0.150	0.050
City of Radford	None	30.75	0.135	0.125	0.140	0.365	0.068
Town of Christiansburg	None	30.00	0.100	0.100	0.200	0.320	0.100
Town of Wytheville	8,570 - 23,080	30.00	0.170	0.130	0.250	0.350	0.050
Town of Pearisburg	None	30.00	0.200	0.160	0.360	0.280	0.050
Recommended Co. Rate	100,000	30.00	0.200	0.140	0.070	0.150	0.050

I have not reviewed this recommendation with Jack Gill at this time and plan to do so on Monday prior to the budget work session. Thus, the above recommended county rate may change. In addition, the legality of exempting the first \$100,000 in gross sales needs to be confirmed.

- c. Payment for Citizen Representatives – It is recommended that citizens not otherwise paid by the County or by regional boards be compensated \$50 per meeting. This would apply to those representing the County at meetings regularly located outside the County. This policy would primarily apply to the Juvenile Detention Home Board but may be applicable in other situations.

- d. Vehicle License Tax Guidelines – The following are proposed guidelines for revisions to the vehicle license tax. The purpose of these guidelines is to replace the use of annual replacement of vehicle decals with DMV registration stops in the fair payment of personal property taxes.
 - 1. License fees are proposed to remain at \$25 per vehicle.
 - 2. Decals would remain permanently on vehicles and would be used to determine residency for purposes of using large item drop centers.
 - 3. Replacement decals would cost \$1 each based on receipt of previous decal.
 - 4. Personal property tax payments would be enforced by placing a stop on DMV registrations.
 - 5. Mid-year purchases would be prorated on a **monthly** basis.
 - 6. Vehicle license taxes would be billed and payable annually on October 15th with personal property taxes.
 - 7. Vehicle license fees would be applicable to unincorporated portions of the County only.
 - 8. Motorcycles trailers would still be charged a vehicle license tax based on current rates. However, since they are generally not used to take items to the drop center and trailers are pulled by a primary vehicle, no decal would be required for either motorcycles or trailers.

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I have not reviewed this recommendation with Rose Marie Tickle at this time and plan to do so on Monday prior to the budget work session. Thus, the above recommendations may change.

- e. Budget Changes Based on Bob White Building Leases – Current lease payments from the rental of space in the Bob White Building should result in receipt of \$250,000 in previously unbudgeted rent and \$75,000 in unbudgeted revenue for shared utilities. The utility payments help offset an estimated \$87,250 in annual utility bills while the rent payments help offset \$373,164 in debt service payments. The current budget only includes \$373,164 in debt service costs. The inclusion of estimated rent, utility reimbursements and utility costs results in a net unbudgeted revenue of approximately \$200,000. However, this revenue cannot be consistently relied on since several leases are on a month-to-month basis. Thus, it has been assumed that only a portion of these funds would be secure enough to add to available contingency.
 - d. Draft Budget Advertisement – A draft budget advertisement pending insertion of school board and social services revenues and expenditures will be provided at the budget work session. Approval to advertise the proposed budget on May 9th is recommended. Advertisement of the budget does not keep the Board from making further changes as you may see fit.
2. Other Matters
- a. Resolution Regarding Restructuring of VEC Offices – Board support for maintaining the existing VEC office in the City of Radford is recommended.
4. Adjournment
- Change in Miscellaneous Revenues – increase by \$25,000;

Mr. Jones explained the projected increase in revenues was due to anticipated revenues from the loan repayment from the PSA, PSA administrative fees, Dublin dispatch reimbursements and Health Department reimbursements.

- b. Change in Recovered Costs – increase for secretary position from Giles County 12,250+;

Mr. Jones advised this increase was for reimbursement of the Circuit Court Clerk position as provided by Giles County.

- c. Match of revenues and expenditures for deputy security services of \$80,000;

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Mr. Jones advised these were funds for the provision of security at the various Virginia Tech football games, etc.

- d. Possible changes in the Capital Improvements fund for computer upgrades-increase of \$40,000;

Mr. Huber advised the increase was due to the expenses incurred for the continued use of the GroupWise software.

- e. Level funding of Fairview Home (decrease of \$25,000 in anticipated need);

Mr. Huber advised the decrease in funding was due to the Fairview Home operating on existing budget levels.

- f. Request by Humane Society for additional cleaning staff at the Animal Shelter-approximate increase of \$13,000;

Mr. Huber advised the Humane Society had requested additional funding to be used towards the hiring of a part-time cleaning position.

Mr. Sheffey inquired as to any feedback received from the state on the conditions of the animal shelter. Mr. Huber advised he was not aware of any negative feedback from any visits by state officials to the animal shelter.

Mr. Hale inquired as to any potential sources for additional revenue since there has been a drop off in the sale of dog tags. He also inquired as to any expenses incurred in shipping dogs to the northern states for adoption. Mr. Huber advised he did not believe there were any expenses incurred from the shipping of dogs to the northern states.

Mr. Sheffey inquired if this had been any recent issues at the local animal shelter with contaminated dog food. Mr. Huber offered to find out if there had been any known incidents with contaminated dog food at the local animal shelter.

- g. Revision to Supervisors' budget; and

Mr. Huber presented a copy of the Virginia Association of Counties Salary statewide salary results for chairmen and board of supervisor members. The Board directed county staff to review Board of Supervisors pay and compare pay with similar localities.

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- h. Description how funds fit within each other with spreadsheet as merger of total.

Mr. Huber and Mr. Jones described the overall budget spreadsheet as a compilation of General, School Board, Capital, County Debt, School Debt, Governor School, and Social Services funds.

2. Other Matters

Due to time constraints, the remainder of items to be discussed in the budget work session was deferred to follow the 7:00 p.m. Board meeting and a record of that portion of this budget work session are described in item 13 of the April 23rd Board meeting minutes.

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3. Scheduling of Next Work Session

The next budget work session is scheduled for Monday, April 30 at 7:00 p.m. at the Competitiveness Center in Fairlawn.

4. Regular Meeting

The Board adjourned its budget work session to reconvene at 7:00 p.m. in the Board Room of the County Administration Building for its regular monthly meeting.

Joseph L. Sheffey, Chairman

Peter M. Huber, County Administrator