

**BOARD AGENDA
PULASKI COUNTY
BOARD OF SUPERVISORS**

**Regular Meeting
Monday, February 23, 2009
7:00 p.m.**

Follow-up Agenda

ACTION ITEM	KEY STAFF
1. <u>Closed Session – 2.2-3711.A.1.3.5.7</u> (Mr. Sheffey thanked Pulaski Middle School (PMS) representatives and School Board for use of PMS auditorium; thanked citizens for attending meeting)	
2. <u>Invocation</u> (Moment of silence honoring Epsie Wilson who passed away on February 7, 2009 and who had been honored as oldest living person in Virginia)	
3. <u>Recognitions - Featured Employees</u> (Recognized Harry Hull and Robin Brightwell)	
4. <u>Additions to Agenda</u> (None)	
5. <u>Public Hearings:</u> a. <u>Petition by Gabor Egyed, III to rezone 3765 Second Morehead Lane from Residential (R1) to Agricultural (A1). (054-001-0000-0060), (Robinson District).</u> (Approved, as recommended by Planning Commission – Notify applicant)	Ms. Wright
b. <u>Proposed Real Property Tax Increase</u> (Mr. Huber recognized Boy Scout Troop in attendance; and noted school staff were available to provide tour of PMS if desired) (Andy McCready, Chairman of the Board of Equalization (BOE), summarized the work of the BOE, as well as provided information related to the setting of the tax rate and the affects	

on property owners under the new assessed property values – Mr. McCready advised of a session to be held during the Board meeting to allow citizens an opportunity to pose questions re: the new assessed property values)

(Comments were heard from: Don Stowers, Craig Strain, Bruce Fariss, Richard Labrie, John Toothaker, Bob Thomas, Sherrill VanDyke, Sherry McGuire, Maurice Long, Joe Ray, Daron Weyers, Patricia Hall, Bob Hosp, Colleen Oakley, Alex Rygas, Mark Alley, Betty Henley, Mike Miller, Charles Smith, Malcolm Booth, and Elmer Mottesheard)

6. Citizen Comments

(Bruce Fariss questioned if the Board declined to accept reassessment results, what penalties would the county face – County Attorney to provide opinion – Place in weekly update)

Mr. McCarthy
Ms. Hanks

(Mr. McCready advised that any county failing to reassess property in accordance with state law would see termination of certain state funding – Determine Virginia State Code section and send to Dr. Fariss)

Mr. McCarthy

7. Highway Matters:

a. Follow-up from Previous Board meeting:

1. Review of Highway Matters Section of KAT
(Mr. Clarke advised a review of guardrail replacement requests indicated an approximate cost of \$55,000 to replace guardrail in the county – Mr. Clarke suggested the Board may want to look at a policy which takes into consideration accident histories/traffic counts before requesting guardrail – VDOT to provide additional information as it becomes available)

(Mr. Clarke advised of a meeting to be held by VDOT on March 10 at Northside High School to address recently announced funding cuts to VDOT – Mr. Clarke noted a Power Point presentation by VDOT could be found at

www.ctb.virginia.gov which explains the cuts – Staff to provide Board with copy of presentation – Mr. Clarke noted the Dublin VDOT shop will remain open, but will be required to cover more area – Mr. Clarke advised the repairs to the Route 114 bridge is on schedule – Mr. Clarke advised the request for a 10-15 ft Culvert extension in the turn approach at Corporate Center near Bond Cote would be the responsibility of the property owner – Notify property owner)

Ms. Hanks

Mr. Huber

2. Route 114 Safety Concerns

(Mr. Huber advised citizens attending a Fairlawn community meeting had expressed concern over the lack of markings on Route 114 resulting in a dangerous situation in the vicinity of the temporary lane changes along Route 114 – VDOT to review – Place on KAT)

VDOT
Ms. Hanks

b. Resolution – Atwoods Drive Secondary Road Addition

(Approved, subject to County Attorney review of title due to guarantee ROW by County)

Mr. McCarthy

c. Citizen Concerns

(Mr. Daron Weyers advised of a loose Stop sign at the intersection of Graham and Kirby Road – VDOT to erect/secure Stop sign)

VDOT

d. Board of Supervisors Concerns

(Mr. Conner advised of a washout at the intersection of Alum Spring Road and the bridge at the graveyard – VDOT to review – Place on KAT)

VDOT
Ms. Hanks

(Mr. Sheffey expressed concern re: the recent announcement by VDOT of the closing of rest stops along I-81 and inquired of Mr. Clarke as how VDOT determined which rest stops to close – Mr. Clarke advised he did not know the process used by VDOT in determining the closing of rest stops; however, the matter will be a topic of discussion at the March 10 meeting being held by VDOT)

8. Treasurer's Report
(Reported)

(Mr. Sheffey inquired as to the response by the public on the recent delinquent tax publication – Treasurer Worrell advised the response had been good, with approximately \$15,000 to \$20,000 being received by the county in delinquent tax payments)

9. Reports from the County Administrator & Staff:

a. Appointments:

1. Social Services Board
(Appointed Bill Rowland for a term ending February 28, 2013 – Notify Mr. Rowland) Ms. Hanks
2. Board of Zoning Appeals
(Nominate Richard Jones to the Circuit Court for appointment to the BZA Board – Nominate Lowell Bowman to the Circuit Court for appointment as an "alternate" to the BZA Board – Add to March 23 Board agenda consideration to an appointee to fill vacant Alternate position) Mr. McCarthy
Ms. Hanks
3. Wireless Authority
(Contact Melinda Williams with SWT regarding story on vacancy) Ms. Hanks
4. PEP Steering Committee
(Hospital Administrator designated as standing appointee) Ms. Safewright

5. New River/Mount Rogers Workforce Investment Board
(Lynn White nominated for additional three year term – Invite Chuck Swain to consider being nominated to fill additional vacancy) Ms. Hanks
6. Regional Preparedness Advisory Committee (RPAC-1)
(Chris Akers designated to serve as the county's representative on the RPAC) Bobby Clark
7. Library Board
(Invite Layne Burcham to consider serving) Ms. Hanks
8. Project Management Team for Baskerville Housing Project
(Invite E. W. Harless to consider serving) Ms. Hanks
9. Pepper's Ferry Regional Wastewater Treatment Authority
(Invite Dennis Setliff to consider serving in an alternate position) Ms. Hanks
10. Claytor Lake Festival Committee
(Place on March 2 joint Board agenda the appointment of a representative from each organization to a joint committee) Ms. Hanks

b. Key Activity Timetable

(Mr. Sheffey questioned if the sewer projects had been put to bid – Mr. Huber advised the process included paperwork to be submitted to, and by, Rural Development, with an April 09 target date for starting the process)

(Mr. Sheffey questioned the March 09 target date set for the Maple Shade renovations – Mr. Huber advised the negotiations are ongoing)

(Mr. Sheffey questioned the February 09 target date on the updating of the payroll system with human resources Bright Software – Mr. Huber to review with staff and update status on KAT) Mr. Huber

10. Items of Consent:

- a. Approval of Minutes of January 26, 2009
(Approved – Copy and index into minute book) Ms. Dehart
- b. Accounts Payable
(Approved) Ms. Spence
- c. Appropriations & Interoffice Transfers
(Approved) Ms. Newby
- d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc.
 1. Springsted Proposal
(Approved) Mr. Huber
 2. Award of Conceptual Study & Design for Indoor Recreation
(Denied recommendation– Supervisor Akers advised he did not feel now was the time to spend funds for a conceptual study and design for the indoor recreation center, but would prefer a conceptual design be done for a Sheriff's Office – Mr. Bopp agreed with Mr. Akers due to citizen comments at the tax rate hearing – Mr. Sheffey expressed concern over the county's inability to fund the project without stimulus funding, which would require submittal of the project for Federal funding immediately as a "Ready to Go" status project – Mr. Pratt advised county citizens would be required to pay for the facility and noted the committee had been asked to look at ways of funding an indoor recreation facility – Mr. Conner advised now is not a good time to fund such a project – Place conceptual study for Sheriff's Office in weekly update for possible inclusion on the March agenda) Ms. Hanks
 3. Commonwealth Attorney's Office HVAC
(Place bid comparison and recommended award in weekly update) Mr. Coake
 4. Vending Services Request for Proposals
(Authorized county administrator to solicit additional proposals) Mr. Huber

- e. Personnel Changes
(Reviewed)
- f. Amendment to Clean Community Council By-Laws
(Approved amendment – Amend ordinance) Ms. Wright
- g. Regional Wireless Authority Grant
(Approved commitment to use \$370,000 in currently unobligated reserves) Mr. Huber/
Dr. Sandidge
- h. Conversion to Electronic Poll Books
(Authorized utilizing \$8,795.58 in reimbursements from a primary election for the purpose of converting from paper poll books to electronic versions – Proceed with order) Ms. Webb
- i. Correction to March 24, 2008 Vacation of Mills Avenue
(Approved correcting minutes to reflect the portion of Mills Avenue approved to be vacated to be 30 feet wide, rather than 20 feet wide as noted in the March 24, 2008 minutes) Ms. Hanks
- j. Pretrial and Community Sentencing User Fees
(Approved – Implement fees in coordination with Finance Director) Ms. Cooper
- k. Drinking Age Issues
(Approved sending letter to VT President Charles Steger opposing an effort to decrease the drinking age) Ms. Hanks
- l. Extension of Deadline for Completion of Board of Equalization Decisions
(Approved advertising additional dates – Adjust Deadline to March 23rd – Amend ordinance) Ms. Dehart
Ms. Hanks
- m. Adjustments to Tax Relief for the Elderly and Handicapped
(Advertise for March 23 Board meeting – Provide appropriate wording for advertisement to Ms. Wright) Ms. Wright
Mr. Huber

- n. Approval for a Public Hearing Related to the Establishment of a Central Absentee Voter Precinct
(Advertise for March 23 Board meeting – Provide appropriate wording for advertisement to Ms. Wright)

Ms. Wright

Mr. McCarthy

11. Citizen Comments

(Mr. James McClanahan questioned the intended use of any additional funds to be generated when a new tax rate is set by the Board – Mr. Huber responded the Board would take all factors into consideration when setting the new tax rate – Mr. McClanahan advised it was his desire to have something placed in the budget that would benefit all county citizens– Mr. McClanahan suggested asking citizens for input on how to spend tax dollars - Supervisor Akers advised he would like to also see funds towards the conceptual design for a new Sheriff's Office)

(John Hocker referred Board members to a link on Governor Kaine's web site that provided details on bidding on projects as it relates to the stimulus package)

12. Other Matters from Supervisors

13. Adjournment

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February 13, 2009

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:

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 - Consideration to the following appointments is requested. Mr. Guenther Schlottmann, a resident of the Massie District has indicated an interest in serving on a board of some type.
 1. Social Services Board - Rev. Bill Rowland has accepted the Board's invitation to serve. Mr. Rowland can be appointed for a four year term ending February 28, 2013.

2. Board of Zoning Appeals (BZA) - Richard Jones is willing to accept the Board's nomination to serve as a member, rather than his current alternate position, on the Zoning Appeals Board. Also, we have learned that Nick Glenn is ineligible to continue serving as an Alternate on the BZA due to his current service on several other boards and commissions. Should the Circuit Court appoint Mr. Jones as a full member, there will be two vacant "Alternate" positions one of which would be filled by the invitation extended by the Board to Lowell Bowman in serving as an Alternate. Mr. Bowman has accepted the Board's invitation to serve as an Alternate capacity. These transitions would leave one remaining Alternate position for nomination by the Board of Supervisors.
3. Wireless Authority - As of the sending of this packet, we have not received a response from Mr. Charles Schindler to the Board's invitation to serve as a member of the Wireless Authority.
4. PEP Steering Committee – Mark Rader has resigned from PEP as a result of his accepting employment as a hospital administrator in Georgia.
5. New River/Mount Rogers Workforce Investment Board – Lynn White's term will expire March 31, 2009. He is eligible for an additional three-year term.
6. Regional Preparedness Advisory Committee (RPAC-1) - We've received a request for the county to designate a primary representative for the county to serve on the Regional Preparedness Advisory Committee on Interoperability (RPAC-I). Staff recommends the appointment of Chris Akers to serve as the county's representative on the RPAC.
7. Library Board - John Freeman advises Phillip Baker has resigned from the Library Board. Mr. Baker advised Mr. Freeman that his work schedule was prohibiting him from having enough time to attend the Board meetings and actively participate as a Library Board member. The Library Board could benefit from the inclusion of someone with banking experience due to their utilization of the New River Valley Community Foundation for the investment of approximately \$95,000 donated to the Library through the

estate of Winfried Smith. It would also improve the credibility of new Board members if they were already familiar with Library operations through their utilization of a library card.

8. Project Management Team for Baskerville Housing Project – The Community Development Block Grant requirements require that the Board of Supervisors formally appoint a Project Management Team for the Baskerville Housing Project consisting of the following: County Administrator (Pete Huber); Assistant County Administrator (Robert Hiss); Community Development Director (Shawn Utt); Building Official (Edith Hampton); NRVPC Rep (Jennifer Wilsie); at least two neighborhood representatives; a representative of the Town of Dublin; and a project Rehab Specialist (to be hired).
9. Pepper's Ferry Regional Wastewater Treatment Authority – Mr. Kyle Dehart resigned his position as an alternate member from the Authority Board. Mr. Coake will provide an update on potential members from the Pulaski County Sewerage Authority.
10. Claytor Lake Festival Committee – We anticipate receipt of a request from the current volunteer membership of the Claytor Lake Festival Committee for consideration to the establishment of this committee as an official committee of the County. This request would be made in order for the committee to qualify for errors and omissions coverage under the County's insurance policy. A listing of members will be included in the February 20 weekly update if received in time. Currently, various related organizations are represented by multiple individuals. In order to provide a balance in the make-up of the committee, it is recommended that appointment by the Board be limited to one representative per organization.

11. New River/Mount Rogers Workforce Investment Board -

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:

- Corporate Center Property – The Industrial Development Authority recommended that the site proposed to be purchased by Dublin Developers be relocated to the east side of the cul-de-sac. The second option for Dublin Developers would be a lot in the Cougar Park which we encourage be given serious consideration. **Enclosed** is correspondence from Randy Dunnigan of Dublin Developers.
- ShaeDawn Park – **Enclosed** is a letter describing three proposals from Diversified Developers requesting consideration in the purchase and joint development of the former Pulaski Furniture/Fairgrounds property. Should the Board of Supervisors be interested in any acquisition, staff recommends consideration to purchasing 78 acres at the asking price of \$15,000 per acre or a total of approximately \$1,170,000.

An industrial access road through the property would cost between \$150,000 (with qualifying investments) and \$600,000 (without qualifying investments). The County would withhold the required \$450,000 access road bond from the purchase price and Diversified Developers would be required to pay the necessary \$150,000 industrial access road cash match. Credit toward the \$450,000 bond for qualifying investments (which are industrial and out of state distribution) would be given to the party on whose property the investment located.

The County would document the donation of the remaining \$15,000 per acre difference between appraised value and the purchase price. Diversified Developers would give the County utility easement and right-of-way needed for extension of the New River Trail from Randolph Park to Dublin Elementary School. Also **enclosed** are pertinent parts of a May 20, 2008 appraisal indicating \$30,000 per acre value on the portion of property offered for purchase by the County.

- New River Trail Extension – ***Enclosed*** is a map illustrating the currently proposed routing for extending a walking/bicycling trail from Randolph Park to Fairlawn. This route would extend along the south and east side of Bagging Plant Road on the same side and in the vicinity of the Military Cemetery. However, there seemed to have been had been a lapse in communication with the cemetery planning committee.

Last week I was able to get in contact with Mr. Dan Kemano, Cemetery Director, who was adamantly opposed to having a trail through any part of the cemetery property. I was invited to a meeting of the cemetery planning committee scheduled for 2:30 p.m. on Tuesday, February 17th in Congressman Boucher's Pulaski office, at which veterans groups from Roanoke were going to also be invited to attend. I wanted to let Board members know of this situation. I am also asking VDOT's assistance in determining the right-of-way width along Bagging Plant Road, assuming that none of the adjacent cemetery property would be available for trail use.

- New River Valley Competitiveness Center Financing – ***Enclosed*** is a summary of the financial condition of the New River Valley Development Corporation and the minutes of the most recent Corporation Board meeting. As the owner of the Competitiveness Center, the difficult position of the Development Corporation's finances is an increasingly grave concern. The most viable option seems to be for one or more local governments to stand behind the \$2.6 million in Development Corporation debt through a moral obligation.

As a result of such an obligation, the Development Corporation's debt could be refinanced at a significantly lower rate. The resulting reduction in debt service costs would allow the Center to operate on a more profitable basis. Local governments willing to put up a moral obligation would have to be given a controlling interest in the management of the Competitiveness Center.

I believe it will become necessary for Pulaski County to take this step in order to preserve the continued operation of the Center. I recommend contracting with Springsted (financial consultants) regarding possible options for preserving the operation of the Competitiveness Center.

In a somewhat related matter, the continued rental of the School Board offices has been made much more difficult by the combination of banking restrictions and state budget cuts. Don Stowers is considering options for relocating the office staff with the primary option being in the old Riverlawn Elementary School until room can be made in the County Administration building. Direct involvement of the County in the Competitiveness Center would also allow for use of the Center as a temporary location for the School Board. The Competitiveness Center would be preferable to the Old Riverlawn School considering that the old school is not air conditioned.

Continued operation of the Competitiveness Center as a business incubator is of particular importance in growing new businesses during difficult economic times. Unlike has been the case with the Competitiveness Center to date, Business incubators generally do not operate without some type of local government subsidy.

- Hubbard Way Turnaround – We continue to negotiate with Mr. Bob Hubbard regarding his fencing of the turnaround at the end of Hubbard Way which is located near the former Dick Price Ford Dealership off of Route 11 in Fairlawn. Mr. Hubbard's father who developed this street only provided for a 30-foot gravel turnaround. Over the course of years, the turnaround expanded beyond the right-of-way as vehicles used the turnaround and the enlarged area was subsequently paved.

VDOT has confirmed that the right-of-way is less than the area used for the turnaround and that they are not able to survey or force reopening of the road. VDOT will however, assist in addressing a drainage problem which contributed to the situation. The Board of Supervisors has held the required public hearing in order to move toward condemnation of the area needed for the turnaround.

Mr. Hubbard understands the need for vehicles to turn around but is also involved in issues with his neighbor and is conflicted about granting the needed land. I believe that public action by the Board to make Mr. Hubbard an offer to purchase the contested area in preparation for moving to condemnation is the next step in resolving the issue. My concern is that there will be a serious injury resulting from the school bus having to pick-up children directly on Route 11 or from trash trucks having to back up to get to residences along Hubbard Way.

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.

- None

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

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.

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

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

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:

- Corporate Center Property
- ShaeDawn Park
- New River Trail Extension
- New River Valley Competitiveness Center Financing
- Hubbard Way Turnaround

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.

- None

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

February 13, 2009

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: **Recognitions**

Featured Employees - The featured employees to be recognized at the February Board meeting and featured for the month of March are Robin Brightwell from the PSA Water Service Department and Harry Hull from the Water Treatment Plant. Job summaries for Mr. Brightwell and Mr. Hull are *enclosed*.

/gh

February 13, 2009

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

- a. Petition by **Gabor Egyed, III** to rezone **3765 Second Morehead Lane** from Residential (R1) to Agricultural (A1). (054-001-0000-0060), (Robinson District).-
- A public hearing has been scheduled to consider this matter. The Planning Commission recommends approval. ***Enclosed*** is information regarding this request.

- b. Proposed Real Property Tax Increase - A public hearing on the increase has been scheduled for this meeting. ***Enclosed*** is the public hearing notice. A summary of anticipated revenue changes and expenditure requests being received this week will be included in the February 20th weekly update.

PMH/gh

February 13, 2009

TO: Board of Supervisors
FROM: Peter M. Huber, County Administrator
SUBJECT: **Highway Matters**

a. Follow-up from Previous Board meeting:

1. Review of Highway Matters Section of Key Activity Timetable (KAT) – As of the time of preparing this packet, we had not received an updated timetable from Mr. Clarke.
2. Route 114 Safety Concerns – Citizens attending a Fairlawn community meeting this week noted the lack of markings was resulting in a dangerous situation in the vicinity of the temporary lane changes along Route 114.

/gh

February 13, 2009

TO: Board of Supervisors

FROM: Peter M. Huber, County Administrator

SUBJECT: **Reports from County Administrator and Staff**

a. Appointments - See Closed Session memo for details regarding the following appointments:

1. Social Services Board
2. Board of Zoning Appeals
3. Wireless Authority
4. PEP Steering Committee
5. New River/Mount Rogers Workforce Investment Board
6. Regional Preparedness Advisory Committee (RPAC-1)
7. Library Board
8. Project Management Team for Baskerville Housing Project
9. Pepper's Ferry Regional Wastewater Treatment Authority
10. Claytor Lake Festival Committee

b. Key Activity Timetable - Review of the ***enclosed*** Key Activity Timetable is requested.

/gh

February 13, 2009

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

- a. Approval of Minutes of January 26, 2009 – Approval of the ***enclosed*** minutes is recommended. Please let Gena know of any changes and corrections can be made an included in the February 20 weekly update.
- b. Accounts Payable – A listing of accounts payable will be included in the February 20th weekly update.
- c. Interoffice Transfers and Appropriations – Approval of the ***enclosed*** interoffice transfers and appropriations is requested.
- d. Ratification and/or Approval of Contracts, Change Orders & Agreements, Etc. –
 1. Springsted Contract and Reassessment Proposal - ***Enclosed*** is a draft proposal from Springsted for evaluating reassessment alternatives. I recommend acceptance of this proposal and of the ***enclosed*** contract contingent on changes suggested by Tom McCarthy to include the elimination of the indemnification clause, subjecting the contract to Virginia rather than Minnesota laws, and inclusion of the drug free and non-discriminatory clauses.
 2. Award of Conceptual Study & Design for Indoor Recreation - An interview committee consisting of three county staff members Anthony Akers, Shawn Utt, and Robert Hiss, and two Indoor Recreation Steering Committee members Andy McCreedy and Cecil King, interviewed three architectural firms that responded to our recent request for proposals regarding a conceptual study for an indoor recreation/wellness center. The three firms were OWPR, Draper Aden, and Reynolds Architects.

All three firms had very strong proposals and interviews. The committee felt OWPR had the overall best proposal and ranked them as the number one candidate. Anthony Akers has notified all three firms of the

committee's choice. Based on the committee's recommendation, Mr. Akers suggests we consider hiring OWPR to conduct a conceptual study in order to develop a preliminary design, project cost, and annual operating budget for this type of project.

Prior to official hiring, the negotiated price will be conveyed to Board members. If a price with OWPR is deemed too costly by county staff for final board recommendation, we will negotiate a contract with one of the other firms. The conceptual design will consist of a series of community meetings for public input as well as consultation with county staff regarding the amenities of the facility. Once the conceptual design is complete, the next step would be to extend a contract with OWPR for full architectural design. These designs would provide the Board with the information needed in order to consider the economic community viability of this project. Mr. Akers will provide a negotiated price for consideration by the Board in the February 20 weekly update.

3. Commonwealth Attorney's Office HVAC - Bids are to be received on the afternoon of Friday, February 20 on the HVAC for the Commonwealth Attorney's Office. Since this will be too late for inclusion in the weekly update, a recommended contract will be provided to the Board at the February 23 Board meeting. While we would prefer to provide the Board with prior information, a quick turnaround is needed to complete the project as quickly as possible.

e. Personnel Changes - ***Enclosed*** is an update from Ms. Spence of recent personnel changes.

f. Amendment to Clean Community Council By-laws – Staff recommends the following amendment to the Clean Community Council (CCC) by-laws which allows for canceling the CCC monthly meeting due to inclement weather:

"Section 6: If Pulaski County Schools are closed due to inclement weather on meeting day, The Council will not meet and will instead meet at the next regularly scheduled meeting."

g. Regional Wireless Network Grant – We learned this week that the Economic Development Administration anticipated the availability of 90% federal grant funding for the proposed regional wireless authority project. This significant change from the 50% funding previously envisioned for this project is the result of anticipated passage of the Federal Stimulus package. As a result \$4.5 million of the \$5 million project would be federally funded leaving only \$500,000 in one-time costs to be paid by localities. To date, Giles County has committed to a 26% portion of this obligation. Assuming no other localities decide to participate, Pulaski's portion would be a one time cost of \$370,000. ***Enclosed*** is a map depicting the proposed location of fiber optic lines.

In addition to the development of a significant publicly owned fiber optic network, the County would recover this investment in a maximum of 6 years by eliminating existing payments for high speed connections between existing county facilities. This payback could be much quicker should firms lease surplus fiber capacity from the Regional Wireless Authority. A commitment to the use of \$370,000 in currently unobligated reserves for this purpose is recommended. This project would represent the first application of Stimulus Program funding for "ready to go" projects in Pulaski County. Also enclosed is a commitment letter from Giles County for 26% of the local match for this project which is based on the miles of line and number of connections to be made in Giles County.

- h. Conversion to Electronic Poll Books – The Registrar and the Electoral Board are requesting the authorization to utilize \$8,795.58 in reimbursed from a primary election for the purpose of converting from paper poll books to electronic versions. The electronic poll books would allow election officials to have access to a listing of all voters throughout the County. This would eliminate the need for residents to line up by specific alphabetical groups. Since all voters could go through any line, this change would reduce waiting times as well as reducing the number of workers required to identify voters.

The State Board of Elections has provided localities with the opportunity to purchase refurbished laptops for \$100 each. These laptops will be used solely as electronic pollbooks. They come with a five-year guarantee as well as any updates that the state needs to make. The machines will use a "thumbdrive" that will have all the information installed by our local Election Technologist, Steven Gregory.

There is a limited supply of these laptops. Pulaski County Electoral Board would like to purchase 50 laptops for a total of \$5,000. In order to make maximum benefit of the electronic pollbook system, scanners are needed which can pick-up identification information off the back of Virginia drivers licenses. Scanners can also be purchased at a cost of \$207.00 each. The Electoral Board would like to purchase 20 scanners for a total of \$4,140. Allocation of the \$8,795.58 that was reimbursed from the Primaries and the allocation of \$344.42 from the Electoral Board budget would fund these purchases without additional expenditure by the County.

- i. Correction to March 24, 2008 Vacation of Mills Avenue – John Jones reports that the portion of Mills Avenue approved to be vacated by the Board of Supervisors on March 24, 2008 was 30 feet wide rather than 20 feet as noted in the enclosed excerpt. Approval to a correction vacating the 30-foot wide right-of-way is recommended.

- j. Pretrial and Community Sentencing User Fees – The Pretrial and Community Sentencing advisory Board met this week and recommended implementation of a \$50 user fee to cover administrative costs for the first 6 months with an additional \$25 thereafter for continued services if sentencing requirements are not met. These fees could be waived by the judge in hardship and pretrial cases where there is significant doubt regarding a case. The pretrial services program results in a significant savings to localities throughout the New River Valley. However, the program is undergoing its second year of cuts of approximately \$40,000. Without the establishment of a fee system, the program is likely to have to begin eliminating staff positions to pay for increasing employee health insurance and utility costs.

PMH/gh