

At the work session of the Giles County Board of Supervisors held on Wednesday, February 4, 2015, at 1:00 PM, in the Giles County Administration Office, 315 North Main Street, Pearisburg, the following were present:

|                     |                               |
|---------------------|-------------------------------|
| Barbara Hobbs       | Chair (Central District)      |
| Larry Jay Williams  | Vice-Chair (Eastern District) |
| Scott Dunn          | Western District              |
| Richard McCoy       | At-Large Supervisor           |
| Paul "Chappy" Baker | At-Large Supervisor           |
| Chris McKlarney     | County Administrator          |
| Richard Chidester   | County Attorney               |
| Anna Welch          | Board Secretary               |

## **CALL TO ORDER**

Ms. Hobbs called the meeting to order.

## **TOWN OF GLEN LYN REQUEST**

Mr. Belcher attended the meeting and stated that Mr. Spencer would like the County to propose an alternate way of looking at their water system. Mr. Belcher explained it would be a bit more cumbersome and the rates would change to match the County rates. Mr. McKlarney stated at the end of the year we would review what our costs are versus the total revenues, and should there be any excess revenues Glen Lyn would like a portion of this money. There was a discussion regarding how the contract would work and it was decided by the Board to leave things with Glen Lyn the way they are now.

Mr. Belcher explained there will be a project at the Glen Lyn Park regarding water and sewer renovations. He stated he has reviewed the plans written by Thompson and Litton and he is incredibly concerned about the County doing the sewer work but does feel we could do the water portion. After discussing the item further, it was decided by the Board for Kevin to review the project in greater depth and report back to the Board on the water portion only.

## **TEAM VIEWER APPLICATION**

Mr. Belcher explained we have sourced an application called Team Viewer. He stated this is a licensed legal copy which has one-time fee of \$1,450.00 which includes free upgrades. He stated this would be for the Public Works Department and would enable them to control and review many items from their computer.

**Mr. Baker motioned to approve \$1,450.00 for the Team Viewer Application and Mr. Dunn seconded the motion.**

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

## **PURCHASE OF BORING EQUIPMENT**

Mr. Belcher explained The Tazewell County PSA has a surplus boring machine for sale. He wishes for the Board to consider the purchase of the boring mill for an amount of \$45,000.00. After discussing this matter in detail, the Board decided for Mr. Belcher to look at the equipment and report back his findings.

## **CAPITAL REPLACEMENT FUNDING**

Mr. Belcher explained in the past we have not had capital replacement funding and he feels this is something we should consider. He stated that we currently have a capital improvement plan and he feels we should include a capital replacement fund. Mr. McKlarney stated we already have an amount for this of \$360,000.00 per year. Mr. Belcher explained he would also like to complete the capital improvement plan. There was a discussion regarding the PSA and the current issue with revenues.

## **EXECUTIVE SESSION**

***Mr. Williams moved to go into executive session as permitted by Virginia Code 2.2-3711, A (1) Personnel, and A (30) Contracts. Mr. Baker seconded the motion.***

***The motion was approved 5-0 as follows:***

***Voting Yes: Mr. Dunn, Mr. Williams, Ms. Hobbs, Mr. McCoy, and Mr. Baker***

***Mr. Baker moved to return to open session and he certified that in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in that motion. Mr. Dunn seconded the motion.***

***The motion was approved 5-0 as follows:***

***Voting Yes: Mr. Dunn, Mr. Williams, Ms. Hobbs, Mr. McCoy, and Mr. Baker***

## **BUDGET REVIEW**

Mr. McKlarney explained he would like to receive a direction from the Board concerning the upcoming budget. He stated everyone is aware that an increase is already required to cover the changes in reassessments which needs to be around \$.04 to \$.05. Mr. Williams stated everyone needs to be made aware to cut expenses where they can. Ms. Hobbs explained that we need to do the same. A discussion was held regarding the budget and the Board decided if anyone is requesting additional funding they will need to present their requests to the Board directly. Ms. Tickle stated we need to educate everyone on what exactly the auditors are looking for.

There was a discussion regarding health insurance and Ms. Tickle handed out a copy of the State of Virginia policy. Ms. Tickle explained the changes in the insurance and stated we have several bids out.

Mr. McKlarney stated the School Board has decided to make all custodians and maintenance employees County employees. He explained there will be 28 employees to move over to the County and mentioned a few initial savings from the move. Mr. McKlarney discussed what the agreement would be for these employees and they would report to one supervisor versus each individual principal. He explained the changes will not take effect until July 1. The Board stated they would like to see this as a separate budget.

Mr. McKlarney stated that Pulaski County is going to have a cigarette tax and asked the Board if they would be interested in this as well. The Board does not wish to tax cigarettes at this time.

Mr. McKlarney passed out the new plans for the Public Safety Building and stated cuts have been made where possible to get this down to 13,000 square feet. Mr. McKlarney asked the Board to review the potential logo for the River Trail Concept.

## **RECESS**

Ms. Hobbs called a short recess before beginning the regular meeting.

**APPROVED:**

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**Chair**

**ATTEST:**

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**Clerk**

At the regular meeting of the Giles County Board of Supervisors held on Wednesday, February 4, 2015, at 3:00 PM, in the Giles County Administration Office, 315 North Main Street, Pearisburg, the following were present:

|                     |                               |
|---------------------|-------------------------------|
| Barbara Hobbs       | Chair (Central District)      |
| Larry Jay Williams  | Vice-Chair (Eastern District) |
| Scott Dunn          | Western District              |
| Richard McCoy       | At-Large Supervisor           |
| Paul "Chappy" Baker | At-Large Supervisor           |
| Chris McKlarney     | County Administrator          |
| Richard Chidester   | County Attorney               |
| Anna Welch          | Board Secretary               |

### **CALL TO ORDER AND INVOCATION**

Ms. Hobbs called the meeting to order. Mr. McKlarney had the invocation and led the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

**Mr. Baker motioned to approve the January 22, 2015 minutes and Mr. McCoy seconded the motion.**

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

### **CONSTITUTIONAL OFFICERS**

There were no Constitutional Officers present.

### **VDOT REPORT**

Mr. Clarke updated the Board on patching pot holes along 460, Virginia Avenue, Federal Street, Wolf Creek Road, and Eggleston Road. He stated as weather allows this will continue. He explained VDOT has performed some ditch work on Lurich Road. Mr. Clarke stated VDOT has reviewed the requests for better signs at the Glen Lyn area on Holston Street as well as several additional areas nearby and they do plan to address these problem areas.

Mr. Clarke stated they did receive authorization from the Bridge Office to pursue a truss design on the Penvir Bridge. He explained that an exception will have to be granted; however, we are not at this point yet.

Mr. Clarke stated they are currently working on the design for the right turn lane at Stoney Creek and this project should be complete by the end of the fiscal year. Mr. Clarke stated after the Hilltop project is complete there is \$195,000.00 remaining in the 6 year plan. He explained they would like to use the majority of this money on the turn

lane if it does not affect any other projects. Mr. Clarke stated there is an estimated amount of \$175,000.00 in the Rural Edition Fund to be used for Skyview. Mr. Williams expressed concerns on why Skyview Lane was taking so long and Mr. Clarke explained they are still going through several steps.

Mr. Dunn asked Mr. Clarke if they could look at the culvert on Mr. Kenny Hale's property located on Johnson Street. He explained the pipe may need to be extended. Mr. Dunn asked for the brush cutting schedule and Mr. Clarke stated he will work with the Sherriff's Office. Mr. Williams addressed a plugged drain pipe on Walnut Road and a blocked drain on Dry Branch Road. Mr. Williams also asked that VDOT work with Mr. Mills on some brush cutting dates. Mr. McCoy stated the center lines on 460 are coming apart and stated the Maybrook dip still needed attention. Mr. Baker asked that Sinking Creek be added to the brush cutting list. Mr. McKlarney asked Mr. Clarke for the next step on the Penvir Bridge and he explained a meeting will need to be set up and a set of plans would be made.

## **SCHOOL BOARD REPORT**

Dr. Arbogast stated the current school enrollment is 2,444 which is a decrease of 3 since December 19<sup>th</sup> and a decrease of 6 from this time last year. Dr. Arbogast handed out an activity calendar for the month of February and stated the second semester has begun. He announced that February is School Board Appreciation Month and thanked the School Board Members for their work and support. Dr. Arbogast gave an update on the DOT Stem Grant which we are currently working with Nanosonic. He stated he had received an update from Mr. Clause and he and 4 teachers traveled to DC to demonstrate a presentation to the Department of Transportation. Dr. Arbogast explained the presentation went well and the grant progress ends February 10<sup>th</sup> and they will discuss what needs to take place for the second phase.

Dr. Arbogast stated that 5 students recently participated in a local History Bee and received high scores in the first round. The students also took part in an online History Bee and based on these results the students may advance to the Regional Finals to be held in Charlotte on February 14, 2015 and then on to the National Finals.

Dr. Arbogast gave an update on the ACE Program and announced that they are within \$15,000.00 of reaching the \$150,000.00 goal. He thanked the Board for their generosity. Ms. Hobbs asked Dr. Arbogast how many students we are looking at and he stated we do not know at this time.

## **STAFF REPORTS**

**I.T. Department – Jamie Snider** Mr. Snider began by thanking the Board and his coworkers for their support and patience. He stated it has been busy but things seem to be running smoothly. He explained that a new phone system is included in future plans and meetings have been held with two companies. Mr. Snider also explained the transition on the software program for the Treasurer's Office as well as the Finance

Department and stated it is moving along well. Mr. Snider stated he has been working with the Building and Zoning Departments on the IWORQ program and making this more user friendly. He also explained he is currently reviewing options on data backup and storage. Mr. Snider listed several completed projects such as the server upgrade for Mr. Fraley's Office and several projects at the Dispatch Office. He also stated he has been working with the PSA on the SCADA System. Ms. Tickle thanked Mr. Snider and stated he has been a critical asset to the County.

**Wellness Center and Castle Rock – Adam Harman** Mr. Harman thanked the Board for their continued support for the Wellness Center and Castle Rock. Mr. Harman explained that things at the golf course are fairly slow right now and they are beginning some preliminary work on the pool. Ms. Hobbs asked how many people are working at the golf course on a daily basis and Mr. Harman stated two. He explained that the club house may open from time to time on a nice day.

Mr. Harman expressed that February and March are busy months for the Wellness Center. Ms. Hobbs asked Mr. Harman if he has been receiving clients whose insurances will pay for memberships and he stated he has received several. Mr. Harman explained this is not something we can direct market to people but he has saw this grow from \$65.00 the first month to \$581.00.

Mr. Dunn asked Mr. Harman if he knows why the electric service seems high and Mr. Harman stated the thermostats are all regulated and he is not sure what else could cause this. Mr. Williams stated that contract labor is \$10,000.00 over budget and Mr. Harman explained they are working on this. He explained that he has not had as much access to the inmate program as they hoped for. Mr. Williams suggested they start alternating workers. Mr. Williams explained the revenues are on track but the expenses are high.

**Community Service Program-Charlie Mullins** Mr. Mullins thanked the Board and explained this program began on July 21, 2014. He stated he has been able to identify and start partnerships for the County program. The partnerships are New River Community Corrections, VASAP, Juvenile Court Services, Adult Probation, TANF, and the Roanoke Valley Community Correction 23 & 25<sup>th</sup> districts.

Mr. Mullins stated he has fostered relationships with The School Board, The Commonwealth Attorney Office, Circuit Courts, General District Courts, Department of Social Services, and the Virginia Workforce Program.

He explained that he currently has 74 enrolled in the program with 36 whom have completed the program. There are currently 18 active with assignments with 4 individuals whom are awaiting assignment. Mr. Mullins explained 15 individuals did not maintain the set standards and have been removed from the program. He stated 5,064 total hours have been completed since July. Mr. Mullins shared that one individual whom had worked 492 hours for the PSA is now working part time.

**Building Department –John Mills** Mr. Mills thanked the Board for their continued support and presented them with a monthly and yearly summary. Mr. Mills explained permit requests are slightly lower than last year but stated a lot more than writing permits has taken place. He gave an update on the Celanese Project and stated that the temporary Certificate of Occupancy has been issued and he anticipates the final certificate to be issued February 28, 2015. Mr. Mills explained that Celanese and the contractors have been great to work with. He also stated that Mr. Goorskey accepted this challenge and has done extremely well with it.

Mr. Mills explained the changes with personnel and stated that everyone is doing well with the changes. He expressed that Mr. Snider has been a great asset to the County and that he is working with Mr. Goorskey and Ms. Welch on creating a more friendly environment in the Building Department. Mr. Mills stated he has a great group of Maintenance Workers and explained a few of the projects which they have completed such as tile work and the building of two sheds. He also discussed several community projects such as brush work and some work at White Gate. Mr. Mills stated that Mr. Bobby Fisher is doing an excellent job with the Maintenance Department and that his energy is amazing. He demonstrated how the combined labor services has helped and stated that he has met with the School Principals and is eager for the custodians to join this combined labor group.

Mr. Mills updated the Board on the progress of the Agriculture Lab and also updated the Board on the 2015 Capital Improvement Plans for each school. Mr. Mills expressed a need for roof repairs at the Old Hospital and the Board asked him to get some figures gathered. Mr. Dunn expressed how well the employees take care of things and stated when they present ideas the workers always make them come true. Mr. Mills explained without the strong support of the Board as well as Mr. McKlarney things would not be possible.

**Day Report Program –Steve Taylor** Mr. Taylor thanked the Board and stated his appreciation and support. He stated he currently has 40 new referrals with 72 new participants for the year. He stated this number is up from having 53 in 2013. He explained the completion rate was 52.7% with 38 clients which are still active and 11 clients which were returned to jail. Mr. Taylor explained that from the numbers compiled from the jail the rate is 15.27%. He stated that a net savings for the County for 2014 was \$236,758.75.

Mr. Taylor explained that the new location for the Day Report Center is much easier. He stated that becoming closer to the Parole Office has made it possible to handle issues immediately. He also explained that two additional classrooms had been gained which allowed more privacy. He stated that substance abuse counseling has been added with Ms. Massie and she currently has 7 clients. Mr. Taylor explained a narcotics anonymous class has begun with an average of 5 clients participating in the class. He stated they now have a Facebook page to assist with reaching people.

Mr. Taylor concluded with an update on the Assign a Highway Program which ended the year with 219 bags of garbage and 246 total hours. He plans to have a meeting to make people more aware of this program.

**Zoning Administrator – John Ross** Mr. Ross thanked the Board for their support and explained the Zoning Summary for 2014 which was included in their packet. Mr. Ross stated during the year he became a Certified Flood Plain Manager and also implemented the IWORQ program along with the Building Department. Mr. Ross thanked the Board for funding the IWORQ program. He stated he also assists the Building Department when needed.

Mr. Ross discussed possible lighting upgrades in the future for several County Buildings and Schools as well as possible repairs to the heating system at Narrows Elementary School. Mr. Ross explained when temperatures reach the single digits this heating system has some major issues. He stated he is working with Thompson and Litton on this project.

## **PLANNING COMMISSION RECOMMENDATIONS**

### **Special Exception 602.03-23 & 712 Telecommunications Tower**

Mr. Ross explained that no actions have been taken on the cell towers and this would be discussed during the February meeting with the Planning Commission

### **Special Exception 603.03-2: Private Seasonal Camp Retreat for Mr. Bremmer**

Mr. Ross explained that the Planning Commission recommends approval for Special Exception 603.03-2: Private Seasonal Camp Retreat for Mr. Bremmer for tax parcel 29-21C.

**Mr. Williams motioned to accept the Planning Commission recommendations for Special Exception 603.03-2: Private Seasonal Camp Retreat for Mr. Bremmer for tax parcel 29-21C and Mr. Baker seconded the motion.**

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

### **Special Exceptions 706.07 (A) & 706.07 (C): Sign – Giles County Public Schools**

Mr. Ross explained the Planning Commission recommends approval for Special Exceptions 706.07 (A) & 706.07 (C): Sign – Giles County Public Schools in regards to a 40 square foot LED changeable copy sign located on Tax Parcel 44A-1-1.

**Mr. McCoy motioned to accept the Planning Commission recommendations for Special Exceptions 706.07 (A) & 706.07 (C): Sign – Giles County Public Schools in regards to a 40 square foot LED changeable copy sign located on Tax Parcel 44A-1-1 and Mr. Baker seconded the motion.**

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

***Special Exceptions 302.05 Agriculture, 302.90 Hog Farm, 302.91 Hog Pen Definition, 603.02-28 Hog Pen to the RRA-1 Zoning District, 602.02-24 Hog Pen to the A-1 Zoning District.***

Mr. Ross stated the Planning Commission motioned to withdraw their requests for Special Exceptions 302.05 Agriculture, 302.90 Hog Farm, 302.91 Hog Pen Definition, 603.02-28 Hog Pen to the RRA-1 Zoning District, 602.02-24 Hog Pen to the A-1 Zoning District.

***Section 603.02-23 Community Center, Section 601.05-19 Community Center, Section 602.03-26, Section 603.03-28 Community Center, Section 604.03-8 Community Center, Section 605.03-10 Community Center Section 606.03-14 Community Center, Section 607.03-6 Community Center, Section 609.03-14 Community Center, Section 610.03-23 Community Center, Section 611.03-25 Community Center***

Mr. Ross stated the Planning Commission recommends approval for Section 603.02-23, Community Center, from the RRA-1 Zoning district, Section 601.05-19 Community Center to the C-1 Zoning district, Section 602.03-26 Community Center to the A-1 Zoning district, Section 603.03-28 Community Center to the RRA-1 Zoning district, Section 604.03-8 Community Center to the R-1 Zoning district, Section 605.03-10 Community Center to the R-2 Zoning district, Section 606.03-14 Community Center to the R-3 Zoning district, Section 607.03-6 Community Center to the R-4 Zoning district, Section 609.03-14 Community Center to the B-1 Zoning district, Section 610.03-23 Community Center to the B-2 Zoning district, Section 611.03-25 Community Center to the B-3 Zoning district.

**Mr. McCoy motioned to approve the Planning Commission recommendations as outline above and Mr. Baker seconded the motion.**

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

***Giles County Zoning Ordinance Amendment – 302.70: Garage, Private (redefine)***

Mr. Ross explained the Planning Commission motioned to withdraw 302.70 Garage, Private.

***Giles County Zoning Ordinance Amendment – Commercial or Service Establishment 605.03-11 add to the R-2 Zoning District as a Special Exception***

Mr. Ross stated the Planning Commission recommends approval for Section 605.03-11 to the Giles County Zoning Ordinance Amendment for Commercial or Service Establishment to the R-2 Zoning District as a Special Exception.

**Mr. Williams motioned to approve the Planning Commission recommendations for Commercial or Service Establishment 605.03-11 and Mr. McCoy seconded the motion.**

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

## **ACCE STUDENT APPLICATION**

Mr. McKlarney stated if the Board accepts the application he will move forward with it. He stated a motion was not necessary.

## **VIRGINIA COMMUNITY DEVELOPMENT BLOCK GRANT**

Mr. McKlarney explained this resolution would approve \$350,000.00 of Virginia Community Development Block Grant Funds for the Eggleston Area Public Water Extension Phase 1 project as well as \$50,000.00 of Virginia Department of Health Funds.

**Mr. Williams motioned to apply for the Virginia Community Development Block Grant and Mr. Baker seconded the motion.**

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

A copy of this resolution is at the end of these minutes.

## **PAYMENT OF WARRANTS**

**Mr. McCoy motioned to approve the appropriations in the amount of \$1,154,964.92 and Mr. Baker seconded the motion.**

**Discussion:** Mr. Williams addressed \$3,000.00 on the credit card account and Ms. Tickle stated this was where the Finance Department prepaid for the month due to the holidays to avoid any unnecessary fees and then the money was credited back. Ms. Hobbs asked about the Inmate Program and the large amount for meals. Mr. McKlarney stated this is where we provide food for them on the weekends. Mr. Williams suggested that we continue to look at contract labor for Castle Rock and Ms. Hobbs suggested that we be more aware of who is using the course and make sure they are paying to use it.

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

## **APPOINTMENTS**

**Mr. Williams motioned to appoint Mr. Joe Ferrell to the Workforce Development Board and Mr. Baker seconded the motion.**

***The motion was approved 5-0 as follows:***

***Voting Yes: Ms. Hobbs, Mr. Williams, Mr. McCoy, Mr. Baker, and Mr. Dunn***

#### **EXECUTIVE SESSION**

***Mr. McCoy moved to go into executive session as permitted by Virginia Code 2.2-3711, A (1) Personnel, and A (30) Contracts. Mr. Baker seconded the motion.***

***The motion was approved 5-0 as follows:***

***Voting Yes: Mr. Dunn, Mr. Williams, Ms. Hobbs, Mr. McCoy, and Mr. Baker***

***Mr. McCoy moved to return to open session and he certified that in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in that motion. Mr. Baker seconded the motion.***

***The motion was approved 5-0 as follows:***

***Voting Yes: Mr. Dunn, Mr. Williams, Ms. Hobbs, Mr. McCoy, and Mr. Baker***

#### **ADJOURN**

Ms. Hobbs stated there was no further business and adjourned the meeting. The next meeting is scheduled for Thursday, February 19, 2015 at 6:30 PM, in the General District Courtroom, 120 North Main Street, Pearisburg, Virginia.

**APPROVED:**

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**Chair**

**ATTEST:**

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**Clerk**

Larry "Jay" Williams  
Eastern District Supervisor

Barbara Hobbs  
Central District Supervisor

Scott Dunn  
Western District Supervisor

## County of Giles



## Board of Supervisors

315 North Main Street  
Pearisburg, Virginia 24134

Paul "Chappy" Baker  
At-Large Supervisor

Richard McCoy  
At-Large Supervisor

### Resolution

Be it resolved that, pursuant to two public hearings, Giles County wishes to apply for up to \$350,000 of Virginia Community Development Block Grant funds for the Eggleston Area Public Water Extension Phase I project.

Whereas \$50,000 of Virginia Department of Health funds will also be expended on this project, it is projected that up to 35 residential houses will be served by this project with approximately 51% of those being of lower to middle income (LMI) households.

Be it further resolved that the County Administrator is hereby authorized to sign and submit appropriate documents for the submittal of this Virginia Community Development Block Grant.

\_\_\_\_\_  
Chairman, County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Clerk, County Board of Supervisors

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2015.

Telephone (540) 921-2525

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