



**ROCKY MOUNT TOWN COUNCIL**  
**AGENDA**  
**REGULAR COUNCIL MEETING**  
TO BE HELD IN COUNCIL CHAMBERS  
ROCKY MOUNT MUNICIPAL BUILDING  
345 DONALD AVENUE  
ROCKY MOUNT, VIRGINIA  
**AUGUST 10, 2015**  
**AT 7:00 P.M.**

When speaking before Town Council, please come to the podium and give your name and address for the record. Please address the Council and not the audience. If you provide Council with any documentation, please also give a copy to the town clerk prior to speaking.

◆  
**All cellular phones must be turned off during the Council Meeting.**  
◆

The Town of Rocky Mount is pleased to offer assistive listening devices for meeting attendees with special hearing needs. Please ask any staff member or the town clerk for assistance.

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items (*none at this time*)
- V. Public Hearing
  1. Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding the terms *bed and breakfast*, *bed and breakfast inn*, and *mixed-use inn*.
- VI. Approval of Draft Minutes (*none at this time*)
- VII. Approval of Consent Agenda
  - Miscellaneous Action
    1. Review and consideration of allowing consumption-only billing for eligible non-profit water customers
  - Miscellaneous Resolutions/Proclamations
    1. Review and consideration of *Resolution by the Rocky Mount Town Council for the Acceptance of Allman Road*
    2. Review and consideration of *Resolution by the Rocky Mount Town Council for the Acceptance of Lawndale Street*
  - Departmental Monthly Reports
    - Community Development Department
    - Finance Department
    - Fire Department
    - Police Department
    - Public Works Department
    - Wastewater Department
    - Water Department
- VIII. Hearing of Citizens
- IX. Old Business
  1. Update on Roanoke Gas's application to take a portion of Franklin County into its service area
- X. New Business
  1. Review and consideration of request of Waste Water Department to reallocate funding

- from pH equipment replacement to push camera replacement
2. Review and consideration of request of Water Department for funding of mixing and aeration equipment installation in water tank on southern end of system (with approval of necessary supplemental appropriation resolution)
  3. Overview of HB2 and Commonwealth of Virginia transportation project funding
  4. Review and consideration of request of Warren Street Festival for parking space reservations for car show during annual event
  5. Review and consideration of award of FY2016 Paving Contract to Patterson Brothers Paving

XI. Committee Reports

1. Public Utilities Committee report for July 22, 2015
2. Public Facilities and Special Events Committee report for August 5, 2015

XII. Other Matters, Concerns and Rise 'N Shine Appearances

1. Referrals from other Town of Rocky Mount Boards, Authorities, & Commissions
2. *Rise 'N Shine* Appearances

XIII. Closed Meeting and Action (*none at this time*)

XIV. Adjournment

Copies of the agenda packet are available for review at the Town Clerk's Office located at the Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia, Monday through Friday, during normal working hours (8 a.m. to 5 p.m.), or by going to Town of Rocky Mount website: [www.rockymountva.org](http://www.rockymountva.org).

◆  
Notice of intent to comply with Americans With Disabilities Act: Special assistance is available for disabled persons addressing Town Council. Efforts will be made to provide adaptations or accommodations based on individual needs of qualified individuals with disability, provided that reasonable advance notification has been received by the Town Clerk's Office. For assistance, please contact the Town Clerk's Office, Town of Rocky Mount, 345 Donald Avenue, Rocky Mount, VA 24151, or by calling (540) 483-7660.

◆  
Thank you for taking the time to participate in your Town Council meeting. The Mayor and members of Council invite and encourage you to attend whenever possible because good government depends on the interest and involvement of citizens.

**Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding the terms “bed and breakfast,” “bed and breakfast inn,” and “mixed-use inn”**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens   
  Consent Item   
  Old Business   
  New Business  
 Committee Report   
 Public Hearing   
 Other

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	Josh Gibson, Town Planner
BRIEF SUMMARY OF REQUEST:	<p>Referral from Planning Commission – Zoning Ordinance Amending Bed and Breakfast Regulations and Public Hearing.</p> <p><b>EXECUTIVE SUMMARY</b></p> <p>In February and March meetings, staff and planning commissioners generally agreed that some of the lodging definitions in our Zoning and Development Ordinance need clarification and adjustment. After continued research, a few changes are proposed. Updates include an expansion to the definition of Bed &amp; Breakfast establishments, plus an additional category for a small hotel recommended as either a by-right or special exception use for parcels zoned Central Business District (CBD). Rather than a wholesale update to all lodging types (as was previously discussed), this proposal includes the updates most critical for bringing existing and planned businesses into compliance. It also addresses a need for more lodging options in the CBD regulations without permitting those uses with a greater potential to unfavorably affect the character of the district, such as conventional hotels and motels. Since there appeared to be little interest in immediately pursuing downtown design guidelines in concert with lodging updates, staff is making no recommendation to implementary at this time.</p> <p><b>RECOMMENDATIONS TO AMEND TOWN OF ROCKY MOUNT ZONING &amp; DEVELOPMENT ORDINANCE:</b></p> <p><b>I. DEFINITION UPDATES</b></p> <p>ARTICLE 4 (Definitions) of the Town of Rocky Mount Zoning and Development Ordinance will be updated to <b>strike</b> the following definitions from 4-3:</p> <p><b>BED AND BREAKFAST ESTABLISHMENT:</b> A home occupation involving the rental of up to four rooms to overnight guests and offering breakfast meals only to said guests.</p> <p>ARTICLE 4 (Definitions) of the Town of Rocky Mount Zoning and Development Ordinance will be updated to add the following definitions to 4-3:</p> <p><b>BED AND BREAKFAST:</b> A home occupation wherein the owner of the premises resides</p>

**Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding the terms “bed and breakfast,” “bed and breakfast inn,” and “mixed-use inn”**

	<p>at the establishment, and which (1) may contain up to five (5) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions</p> <p><b>BED AND BREAKFAST INN:</b> A dwelling and its associated building(s) used for temporary/overnight guests wherein the owner or manager provides full-time management of the establishment at all times when the facility is occupied by one or more guests, and which (1) may contain up to ten (10) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests, and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions</p> <p><b>MIXED-USE INN:</b> A building designed or occupied as an abiding place featuring no less than 8 rooms and no more than 20 rooms available for temporary/overnight guests who are, for compensation, lodged with or without meals, and in which provision is not generally made for cooking in individual rooms or suites. In addition to the 8-20 rooms/suites, a mixed-use inn may or may not also include on-premises restaurants, banquet halls, meeting rooms, retail uses and similar facilities as approved by the zoning administrator. The intent of this lodging category is to encourage compatible mixed uses as an enhancement and compliment to the primary use, lodging.</p> <p><b>II. OTHER ORDINANCE UPDATES:</b> RESIDENTIAL DISTRICT R1 (ARTICLE 20) Under Article 20, 20-2-1 should be updated as follows: strike “Bed and breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn” RESIDENTIAL BUISINESS DISTRICT RB (ARTICLE 24) Under Article 24, 24-1-15 should be updated as follows: strike “Bed and</p>
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***Review and consideration of approval of proposed amendments to Articles 4, 20, 24, and 29 of the Town of Rocky Mount Zoning & Development Ordinance regarding the terms “bed and breakfast,” “bed and breakfast inn,” and “mixed-use inn”***

	<p>breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn”            CENTRAL BUSINESS DISTRICT CBD (ARTICLE 29)            Under Article 29, 29-1-2 should be updated as follows: strike “Bed and breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn”            Under Article 29-2 “Uses by special exception” an additional definition should be added as follows: “29-2-8. Mixed-Use Inn”</p>
<p><b>ACTION NEEDED:</b></p>	<p>Following public hearing, approval or denial of zoning amendment as presented.</p>

Attachment(s): (1) An ordinance amending Articles 4, 20, 24 and 29 of Appendix A of the Code of the Town of Rocky Mount, VA (2002)  
 (2) Public Hearing Notice

<p><b>FOLLOW-UP ACTION:</b>          (To be completed by Town Clerk)</p>
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## IN THE COUNCIL OF THE TOWN OF ROCKY MOUNT

AN ORDINANCE of the Town of Rocky Mount amending Appendix A of the Code of the Town of Rocky Mount, Virginia (2002), known and cited as the "Zoning and Development Ordinance of the Town of Rocky Mount, Virginia" and providing for changes to Article 4 (Definitions), Article 20 (Residential District R1), Article 24 (Residential Business District RB), and Article 29 (Central Business District CBD).

WHEREAS, the Town Council of the Town of Rocky Mount is required to adopt zoning regulations for the purpose of promoting and improving public health, safety, convenience or welfare and to plan for the future development of the Town and to accomplish the objectives of Section 15.2-2200, et seq., of the Code of Virginia (1950), as amended, and the Zoning and Development Ordinance of the Town of Rocky Mount, Virginia.

THEREFORE, BE IT ORDAINED by the Town Council of the Town of Rocky Mount that Appendix A of the Code of the Town of Rocky Mount, Virginia (2002), known and cited as the "Zoning and Development Ordinance of the Town of Rocky Mount, Virginia" be amended and the following changes are adopted.

### Article 4 (Definitions)

The definition of "Bed and breakfast establishment" is repealed in its entirety.

The following definitions are enacted to read and provide as follows:

**Bed and breakfast:** A home occupation wherein the owner of the premises resides at the establishment, and which (1) may contain up to five (5) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions.

**Bed and breakfast inn:** A dwelling and its associated building(s) used for temporary/overnight guests wherein the owner or manager provides full-time management of the establishment at all times when the facility is occupied by one or more guests, and which (1) may contain up to ten (10) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests, and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions.

**Mixed-use inn:** A building designed or occupied as an abiding place featuring no less than 8 rooms and no more than 20 rooms available for temporary/overnight guests who are, for compensation, lodged, with or without meals, and in which provision is not generally made for cooking in individual rooms or suites. In addition to the 8-20 rooms/suites, a mixed-use inn may or may not also include on premises restaurants, banquet halls, meeting rooms, retail uses and similar facilities as approved by the zoning administrator. The intent of this lodging category is to encourage compatible mixed uses as an enhancement and compliment to the primary use (lodging).

### Article 20 (Residential District R1)

Section 20-2-1 is amended to read and provide as follows:

20-2-1. Bed and breakfast and Bed and breakfast inn.

**Article 24 (Residential Business District RB)**

Section 24-1-15 is amended to read and provide as follows:

Section 24-1-15. Bed and breakfast and Bed and breakfast inn.

**Article 29 (Central Business District CBD)**

Section 29-1-2 is amended to read and provide as follows:

29-1-2. Bed and breakfast and Bed and breakfast inn.

Section 29-2-8 is enacted to read and provide as follows:

29-2-8. Mixed-use inn.

This ordinance shall be in full force and effect upon its passage.

Adopted this 10th day of August, 2015

Ayes:

Nays:

Present:

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

Approved as to form:

\_\_\_\_\_  
Town Attorney

# TOWN OF ROCKY MOUNT PUBLIC HEARING NOTICE

The Town Council of Rocky Mount will hold a public hearing during the regularly scheduled August council meeting on **Monday, August 10, 2015 at 7 p.m.** in the Council Chambers of the Rocky Mount Municipal Building, located at 345 Donald Avenue, Rocky Mount, Virginia.

The purpose of the public hearing is to consider amending the Town of Rocky Mount's Zoning & Development Ordinance to update certain lodging definitions, including a modification of the definition for bed & breakfast establishments; and an addition of a mixed-use inn definition. Documents relating to the public hearing are available for inspection at the office of the Town Clerk located in the Rocky Mount Municipal Building, Monday - Friday, 8 a.m. to 5 p.m.

Any person who wishes to be heard at this public hearing may do so in person, or may submit written responses and objections in writing to the Town Clerk. Please mail responses to Town Clerk, Attention: Lodging Hearing, 345 Donald Avenue, Rocky Mount, VA 24151 or by E-mail to [ssink@rockymountva.org](mailto:ssink@rockymountva.org), by 3 p.m. August 10, 2015 in order to be included in the record.



**Review and consideration of allowing consumption-only billing for eligible non-profit water customers**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens   
  Consent Item   
  Old Business   
  New Business  
 Committee Report   
  Other

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Over the years I have been asked for ways to address utility service for non-profits with buildings that are empty most of the time with little or no water usage but are none-the-less paying for the minimum. The elderly and disabled rate applies to individuals who qualify and allows them to pay a reduced rate for consumption only with no minimum. Upon reviewing the Elderly and Disabled Rate plan it is the opinion of the Town Manager that this rate plan should be applicable to non-profit entities that generally meet the same criteria.</p> <p>This includes owning their own building, being non-profit and having minimal water usage (under 2000 gallons a month). Upon review of our utility customer base, it appears that there are only 6 agencies and 13 churches that would be impacted by altering the definition of this rate plan and that such a change would be of minimal impact to the utility operation as a whole, but useful for those agencies that return all of their resources to the individuals or communities they are trying to assist.</p> <p>Staff seeks Council's consent in this rate plan modification, renaming the Elderly and Disabled Rate to the Elderly, Disabled and Non-Profit Rate with the above-mentioned requirements for access to the rate.</p>
ACTION NEEDED:	Approval or denial of the request as presented.

Attachment(s): None.

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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**Review and consideration of “Resolution by the Rocky Mount Town Council for the Acceptance of Allman Road”**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens   
  Consent Item   
  Old Business   
  New Business  
 Committee Report   
  Public Hearing   
  Other

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Enclosed is the following draft resolution:</p> <ul style="list-style-type: none"> <li><i>Resolution by the Rocky Mount Town Council for the Acceptance of Allman Road</i></li> </ul> <p>Although the Town has been taking care of this street for quite some time, it is not covered on the list of streets for which the Town receives payment from VDOT. In order to remedy this situation, a resolution taking this street into the Town’s road system is required.</p>
ACTION NEEDED:	Approval or denial of the draft resolution as presented.

- Attachment(s): (1) Form U-1: Local Assistance Division VDOT Request for Street Additions and Deletions for Street Payments  
 (2) Draft Resolution by the Rocky Mount Town Council for the Acceptance of Allman Road

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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REQUEST FOR STREET ADDITIONS AND DELETIONS  
FOR STREET PAYMENTS

MUNICIPALITY TOWN OF ROCKY MOUNT

STREET NAME ROUTE NUMBER *	TERMINI		R/W WIDTH (FEET)	PAVEMENT WIDTH (FEET)	CENTER- LANE MILES	NUMBER OF LANES	LANE MILES	FUNC. CLASS. (T&MPD USE ONLY)
	FROM	TO						
<b>ALLMAN RD</b>	<b>STATE STREET TO CULDESAC</b>		<b>35</b>	<b>30</b>	<b>0.04</b>	<b>2</b>	<b>0.08</b>	
<b>LAWNDALE ST</b>	<b>SOUTH MAIN TO DEAD END</b>		<b>35</b>	<b>20</b>	<b>0.25</b>	<b>2</b>	<b>0.50</b>	

\*Council Resolution and Map Attached

SIGNED \_\_\_\_\_  
RESIDENCY ADMINISTRATOR      DATE

SIGNED \_\_\_\_\_  
MUNICIPAL OFFICIAL      DATE

CLASSIFIED BY \_\_\_\_\_  
T&MPD ENGINEER      DATE

Submit to: Residency Administrator in triplicate



RESOLUTION NO.: **D2016.002**

**RESOLUTION BY THE ROCKY MOUNT TOWN COUNCIL  
FOR THE ACCEPTANCE OF ALLMAN ROAD**

**WHEREAS**, the Town of Rocky Mount has made a commitment to provide maintenance to public streets in order to provide for the health, welfare and safety of its citizens; and

**WHEREAS**, the Virginia Department of Transportation has been mandated by the Code of Virginia to provide financial support to qualifying localities for these maintenance efforts; and

**WHEREAS**, the Town of Rocky Mount qualifies for such assistance under the Code of Virginia Section 33.1-41.1; and

**WHEREAS**, the Town of Rocky Mount is required to request any arterial and collector streets which meet minimum standards for maintenance support under current law, including streets that have qualified prior to July 1, 1950, to be included in the approved inventory of streets; and

**WHEREAS**, the road was built to minimum VDOT standards and was inspected by the Town of Rocky Mount's Director of Public Works during construction and found to be of acceptable design; and

**WHEREAS**, 0.08 lane miles of Allman Road with 30 feet wide pavement from State Street to the cul-de-sac at the end of Allman Road, with the street to be maintained by the Town of Rocky Mount as a qualifying street, and will be the responsibility of the Town of Rocky Mount to maintain according to the standards of the Virginia Department of Transportation; and

**NOW, THEREFORE BE IT RESOLVED** that the Town Council of the Town of Rocky Mount has elected to request that the section of road as defined on Allman Road be maintained by the Town and be eligible for financial support from the Virginia Department of Transportation under the Urban Maintenance System.

Given under my hand this 10<sup>th</sup> day of August 2015.

This resolution shall become effective immediately upon its adoption.

**TOWN OF ROCKY MOUNT, VIRGINIA**

By: \_\_\_\_\_  
Steven C. Angle, Mayor

The undersigned clerk of the Town of Rocky Mount, Virginia hereby certifies that the foregoing instrument constitutes the true and correct resolution duly adopted at a meeting of the Town Council held on August 10, 2015. I hereby further certify that a quorum was present for the meeting and that the minutes of such meeting reflect the attendance of the members, and the voting on the foregoing resolution was as follows:

MEMBERS	ATTENDANCE	VOTE
Bobby M. Cundiff		
P. Ann Love		
Robert L. Moyer		
Jon W. Snead		
Billie W. Stockton		
Gregory B. Walker, Vice Mayor		
Steven C. Angle, Mayor		

**WITNESS MY HAND** and the seal of the Town of Rocky Mount, Virginia, this the 10<sup>th</sup> day of August, 2015.

(SEAL)

By: \_\_\_\_\_  
Stacey B. Sink, Town Clerk

**Review and consideration of “Resolution by the Rocky Mount Town Council for the Acceptance of Lawndale Street”**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens   
  Consent Item   
  Old Business   
  New Business  
 Committee Report   
  Public Hearing   
  Other

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Enclosed is the following draft resolution:</p> <ul style="list-style-type: none"> <li><i>Resolution by the Rocky Mount Town Council for the Acceptance of Lawndale Street</i></li> </ul> <p>Although the Town has been taking care of this street for quite some time, it is not covered on the list of streets for which the Town receives payment from VDOT. In order to remedy this situation, a resolution taking this street into the Town’s road system is required.</p>
ACTION NEEDED:	Approval or denial of the draft resolution as presented.

- Attachment(s): (1) Form U-1: Local Assistance Division VDOT Request for Street Additions and Deletions for Street Payments  
 (2) Draft Resolution by the Rocky Mount Town Council for the Acceptance of Lawndale Street

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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RESOLUTION NO.: **D2016.003**

**RESOLUTION BY THE ROCKY MOUNT TOWN COUNCIL  
FOR THE ACCEPTANCE OF LAWNSDALE STREET**

**WHEREAS**, the Town of Rocky Mount has made a commitment to provide maintenance to public streets in order to provide for the health, welfare and safety of its citizens; and

**WHEREAS**, the Virginia Department of Transportation has been mandated by the Code of Virginia to provide financial support to qualifying localities for these maintenance efforts; and

**WHEREAS**, the Town of Rocky Mount qualifies for such assistance under the Code of Virginia Section 33.1-41.1; and

**WHEREAS**, the Town of Rocky Mount is required to request any arterial and collector streets which meet minimum standards for maintenance support under current law, including streets that have qualified prior to July 1, 1950, to be included in the approved inventory of streets; and

**WHEREAS**, the road was built to minimum VDOT standards and was inspected by the Town of Rocky Mount's Director of Public Works during construction and found to be of acceptable design; and

**WHEREAS**, 0.50 lane miles of Lawnsdale Street with 20 feet wide pavement from South Main Street to the end of Lawnsdale Street, with the street to be maintained by the Town of Rocky Mount as a qualifying street, and will be the responsibility of the Town of Rocky Mount to maintain according to the standards of the Virginia Department of Transportation; and

**NOW, THEREFORE BE IT RESOLVED** that the Town Council of the Town of Rocky Mount has elected to request that the section of road as defined on Lawnsdale be maintained by the Town and be eligible for financial support from the Virginia Department of Transportation under the Urban Maintenance System.

Given under my hand this 10<sup>th</sup> day of August 2015.

This resolution shall become effective immediately upon its adoption.

**TOWN OF ROCKY MOUNT, VIRGINIA**

By: \_\_\_\_\_  
Steven C. Angle, Mayor

The undersigned clerk of the Town of Rocky Mount, Virginia hereby certifies that the foregoing instrument constitutes the true and correct resolution duly adopted at a meeting of the Town Council held on August 10, 2015. I hereby further certify that a quorum was present for the meeting and that the minutes of such meeting reflect the attendance of the members, and the voting on the foregoing resolution was as follows:

MEMBERS	ATTENDANCE	VOTE
Bobby M. Cundiff		
P. Ann Love		
Robert L. Moyer		
Jon W. Snead		
Billie W. Stockton		
Gregory B. Walker, Vice Mayor		
Steven C. Angle, Mayor		

**WITNESS MY HAND** and the seal of the Town of Rocky Mount, Virginia, this the 10<sup>th</sup> day of August, 2015.

(SEAL)

By: \_\_\_\_\_  
Stacey B. Sink, Town Clerk

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 7, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Matthew C. Hankins, Assistant Town Manager
<b>DEPARTMENT:</b>	Community Development
<b>MONTH:</b>	July 2015

Please see the attached monthly report.

# COMMUNITY DEVELOPMENT

## Depot updates nearly complete

The Community & Hospitality Center has undergone some major appearance and function upgrades over the past two months.

The town has had the caboose painted with color matching for the original color. The surface had a chalk wash then was painted, with detail work finished in late July.

The sheriff's office consented to allow trustees to perform paint and floor finish work, so all interior walls were repaired and repainted. The floor was treated with tung oil, which brought out the natural colors of the pine floors.

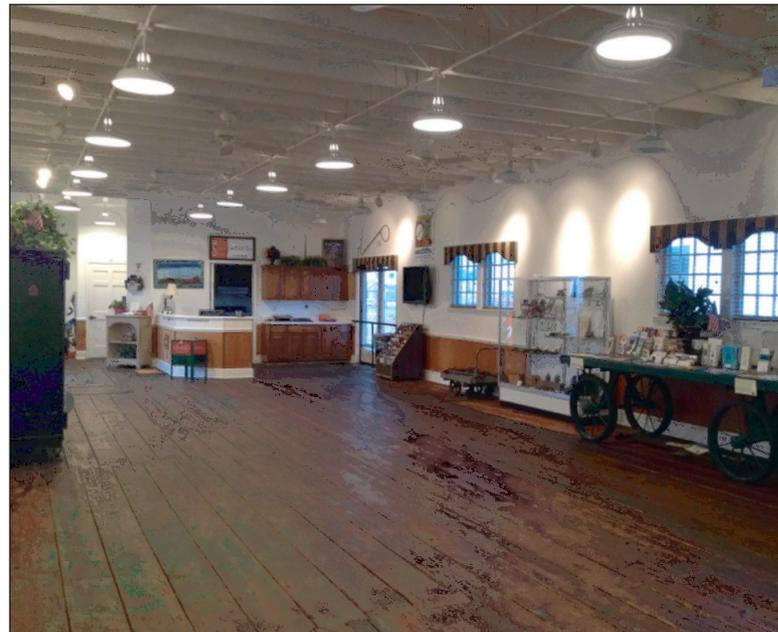
The high-mounted photos have been removed and will instead be displayed on a large-format screen. Damaged display cases with frayed wiring have been removed and replaced with a large display cabinet. Pictures have been re-hung, although some will be placed in new frames and mounts to minimize clutter. The building has undergone a thorough spring cleaning.

The desk has been treated with wood surface restorer and protectant. The building has been pressure washed. The new heat pumps are proving much more efficient at managing the energy and cooling demands of the space. The water heater recently failed and had to be replaced, and minor plumbing issues with the restrooms are under repair orders now.

Ms. Alexander was primarily responsible for implementing the improvements to the Depot.

The use of trustees saved the town over \$6,000 compared the use of contractors based on prices solicited before the trustees were contacted. The Town purchased materials and consumables for the project, and closed the Depot on two Saturdays and a few evenings to allow the work to be completed without interruption.

We are quite pleased with the outcome and hope you are, too.



## Spaces

After being sold, Arrington Sports Awards has moved from its former location to the Wray building up the street. The former Arrington space has been leased and we are working with the new business on microenterprise loans and zoning issues.

The owner of the N. Morris building says his group has a tentative agreement to lease the first floor, bringing the building to full occupancy.

Campaign season has brought temporary uses to some offices. Staff also recently toured open space at Eagle Plaza with the owner and manager.

**Significant vacancies in CBD and commercial:**

**Main:** former Kroger, S. Main; Tuttle's; Dr. Vamenta's clinic; former Franklin Finance office; the former Midway Cleaners on Warren Street.

**Franklin:** the former Savings & Loan Building on Oak; space in Arrington Enterprises center on 40 West.

**40 East:** Rocky Mount Plaza, Marketplace Shopping Center, Eagle Plaza restaurant spaces (2).

## Community Development & Planning July 2015 Monthly Report

### ARTS & CULTURE TOTAL: 0

FILE NUMBER	BUSINESS NAME	OWNER/OFFICER NAME	GENERAL LOCATION	TAX MAP NUMBER	MAILING ADDRESS	CITY STATE ZIP

### BANNER PERMITS TOTAL: 0

Permit #	Applicant Name	Applicant Contact Info	Wording of Banner	Banner Location	Display Dates	Date Approved
B15-006	Franklin County Lacrosse Club	540-797-3534	Registering Now - Franklin County	Rt 40	07/20/2015 to 08/3/2015	7/15/2015

### SITE/PLAT FILES TOTAL: 0

File Number	Property Owner	Action	TMPN	Date	Notes

### SIGN PERMITS TOTAL: 4

Permit #	Applicant Name	Sign Location/TMPN	Zoning	Square Footage	Wording	Date Approved
S15-013	Allied Cash	870 Tanyard Rd	GB	18	Loans Up To \$1500	7/2/15

### ZONING COMPLIANCE PERMITS TOTAL: 4 Residential: 2 Commerical: 2

Permit #	Applicant Name	Property Owner	TMPN	Proposed Use	Zoning	Date Approved	Type of Improvement
ZC15-031	Greene Enviromental	Sara Brown	2070063000	R-1	Residential	Removal of estimated 550 gallon leaking heating oil	Political Campaign Headquarters
ZC15-032	Michael L. Smith	Michael L. Smith	2100037000	R-1	Residential	Garage used for Auto Repair - 11/4/99 BZA decision -	Electrical Upgrade
ZC15-033	P&M Construction	Commerical Investments	2100025600	GB	Commerical	Altering roof to improve guttering	Removal of buried storage tank (fuel oil).

### ZONING PERMITS TOTAL: 2 Residential: 1 Commerical: 2 Manufacturing: 1

Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	CurrentZoning	Date Approved	Expected Completion Date
ZP15-028	Josie Lodder	835 Tanyard Road	2030000500	Commerical	GB	6/18/2015 0:00	TBD
ZP15-029	ECS Mid-Atlantic, LCC	90 Industrial Drive	2040038700	Manufacturing	M-2	7/21/2015 0:00	7/23/2015
ZP15-030	BLHRM, LLC	508 Franklin Street	2070057100	Commerical	CBD	7/25/2015 0:00	8/31/2015
ZP15-031	Bobby Cundiff	65 Mountain View Drive	2020100800	Residential	R-1	7/29/2015 0:00	8/30/2015

### ZONING CERTIFICATION LETTER TOTAL: 0

Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	CurrentZoning	Letter Date



## MONTHLY STAFF REPORT

<b>DATE:</b>	August 3, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Linda Woody, Finance Director
<b>DEPARTMENT:</b>	Finance Department
<b>MONTH:</b>	August meeting

This report contains the following monthly information for July 2015 activity:

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

Water accountability reconciliation of finished water gallons pumped vs. metered water gallons consumed

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department:

752 walk-in transactions

1758 drive-thru transactions

341 mail transactions

**TOWN OF ROCKY MOUNT  
NEW BUSINESS LICENSES  
DURING JULY 2015**

The following new businesses obtained their business licenses during the month:

**REPAIRS & PERSONAL SERVICE:**

Rescare Workforce Services LLC, 50 Claiborne, education & training

**TOWN OF ROCKY MOUNT**  
**Investment Portfolio**  
**at June 30, 2015**

<u>Security</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Bond</u>	<u>Market Price</u>	<u>Market Value</u>	<u>Market Yield</u>	<u>Yield to Maturity</u>	<u>Cusip Number</u>	<u>Estimated Annual Interest</u>
<b>Fixed Income / Bonds:</b>									
FFCB	10/31/2014	8/1/2019	230,000	98.984	227,663.20	1.45%	1.44%	3133EAD62	3,312.00
FNMA	12/26/2013	12/26/2017	500,000	99.839	499,195.00	1.00%	1.00%	3135G0SJ3	5,000.00
<b>Bond Totals</b>			<u>730,000</u>		<u>726,858.20</u>	1.23% avg. return			<u>8,312.00</u>
<b>Certificates of Deposits:</b>									
Ally BK Midvale UT	12/31/2014		230,000	99.843	229,638.90	1.50%	1.50%	02006LNA7	3,450.00
Am Express Centurion	5/28/2020		245,000	98.760	241,962.00	2.07%	2.05%	02587DYH5	5,022.50
BMW Salt Lake City UT	10/11/2018		245,000	101.224	247,998.80	2.02%	2.05%	05568P5S2	5,022.50
Bank Hampton Rds. VA	9/27/2017		245,000	100.110	245,269.50	0.99%	1.00%	062492BH5	2,450.00
Bank of Perry Co. Tenn	2/20/2018		248,000	100.548	249,359.04	1.24%	1.25%	06425KBN8	3,100.00
Barclays BK Del Retail	8/20/2019		225,000	100.200	225,450.00	2.09%	2.10%	06740LHV2	4,725.00
CIT BK Salt Lake UT	10/13/2016		190,000	100.186	190,353.40	0.99%	1.00%	17284CBJ2	1,900.00
Com Bk Harrogate TN	8/25/2016		245,000	100.043	245,105.35	0.99%	1.00%	20143PCV0	2,450.00
Discover Bk Greenwood D	9/4/2018		245,000	101.127	247,761.15	2.02%	2.05%	254671VH0	5,022.50
Essa BK Stroudsburg PA	11/30/2016		245,000	100.280	245,686.00	0.99%	1.00%	29667RGE7	2,450.00
Everbank Jacksonville FL	3/29/2019		245,000	100.042	245,102.90	1.49%	1.50%	29976DW3	3,675.00
First Merchants BK N A	9/30/2019		245,000	100.047	245,115.15	1.99%	2.00%	32082BDS5	4,900.00
State BK India NY NY	12/5/2014		245,000	100.161	245,394.45	2.19%	2.20%	8562843E2	5,390.00
Synchrony Bk Retail CTF	6/13/2019		230,000	100.410	230,943.00	1.99%	2.00%	87164YAP9	4,600.00
Whitney BK Gulfport MS C	8/18/2016		245,000	100.129	245,316.05	0.59%	0.60%	966594AF0	1,470.00
<b>CD Totals</b>			<u>3,573,000</u>		<u>3,580,455.69</u>	1.54% avg. return			<u>55,627.50</u>
<b>Total Investments</b>			<u>4,303,000</u>		<u>4,307,313.89</u>	1.51% avg. return			<u>63,939.50</u>

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
Jun-14	634,175.42	0.09%
Jul-14	503,282.33	0.10%
Aug-14	574,086.59	0.10%
Sep-14	458,047.35	0.10%
Oct-14	174,602.38	0.10%
Nov-14	191,220.60	0.10%
Dec-14	333,032.97	0.10%
Jan-15	49,377.36	0.11%
Feb-15	65,977.38	0.12%
Mar-15	431,251.31	0.12%
Apr-15	448,365.07	0.13%
May-15	965,221.12	0.13%
Jun-15	1,336,421.94	0.13%

TOWN OF ROCKY MOUNT  
REVENUE COMPARISONS  
AS OF JULY 31, 2015

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>GENERAL FUND - Local Revenues:</b>						
Real Estate Tax	1,090	745	1,090	745	567,382	0.19%
Public Service Tax	-	-	-	-	28,605	0.00%
Personal Property Tax	22,100	667	22,100	667	222,044	9.95%
Machinery & Tools Tax	-	-	-	-	105,563	0.00%
Penalties on Tax	2,319	112	2,319	112	3,500	66.24%
Interest on Tax	145	10	145	10	1,700	8.52%
Local Sales Tax	15,795	15,006	15,795	15,006	173,368	9.11%
Meals Tax	114,250	111,448	114,250	111,448	1,386,000	8.24%
Utility Tax	29,747	26,751	29,747	26,751	330,000	9.01%
Communications Tax	16,437	16,502	16,437	16,502	223,200	7.36%
Decals	-	-	-	-	-	0.00%
Bank Stock Tax	-	-	-	-	213,000	0.00%
Penalty-Meals Tax	-	129	-	129	2,000	0.00%
Interest-Meals Tax	-	2	-	2	800	0.00%
Lodging Tax	12,422	9,483	12,422	9,483	113,388	10.96%
Cigarette Tax	4,446	10,185	4,446	10,185	101,400	4.39%
BPOL-Retail	3,094	606	3,094	606	350,000	0.88%
BPOL-Professional	1,459	7,782	1,459	7,782	142,000	1.03%
BPOL-Contractor	395	67	395	67	13,750	2.88%
BPOL-Repairs/Services	1,786	1,039	1,786	1,039	131,000	1.36%
BPOL-Alcoholic Beverages	-	-	-	-	650	0.00%
BPOL-Penalty/Interest	748	1,247	748	1,247	2,000	37.40%
BPOL-Amusement	-	-	-	-	200	0.00%
BPOL-Utility	-	-	-	-	12,000	0.00%
BPOL-Miscellaneous	-	-	-	-	2,500	0.00%
Solicitor Permits	-	-	-	-	-	0.00%
Farmer's Market Fees	92	203	92	203	3,000	3.07%
Welcome Center Fees	400	430	400	430	3,500	11.43%
Planning/Zoning Fees	115	10	115	10	8,000	1.44%
Court Fines	1,454	4,449	1,454	4,449	48,000	3.03%
Parking Fines	10	-	10	-	100	10.00%
Garbage Violation Fines	-	-	-	-	-	0.00%
Interest Earnings	-	2,200	-	2,200	42,576	0.00%
Return Check Fees	186	100	186	100	450	41.24%
Rental of Property	-	-	-	-	420	0.00%
Bond Proceeds	-	-	-	-	1,500,000	0.00%
Mortgage Payments	256	256	256	256	3,073	8.33%
Loan Repayment - Paving	728	-	728	-	-	0.00%
Sale of Materials	-	-	-	-	-	0.00%
Sale of Property	-	-	-	-	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Grave Preparation	-	800	-	800	1,500	0.00%
Security Services	-	-	-	-	3,660	0.00%
Passport Service Fees	898	423	898	423	10,000	8.98%
Police Reports	80	-	80	-	1,000	8.00%
Fingerprint Service Fees	35	-	35	-	400	8.75%
Garbage Collection Fees	7,830	7,755	7,830	7,755	89,400	8.76%
Truck Rental Program	40	-	40	-	100	40.00%
Credit Card Fees	171	-	171	-	1,800	9.51%
Miscellaneous Services	9	138	9	138	100	8.62%
Transfer from Utility Fund	-	-	-	-	-	0.00%
Donations	-	11	-	11	-	0.00%
Merchandise Sales	19	45	19	45	-	0.00%
Miscellaneous	-	918	-	918	-	0.00%
Curb & Gutter Recoveries	-	1,440	-	1,440	-	0.00%

TOWN OF ROCKY MOUNT  
REVENUE COMPARISONS  
AS OF JULY 31, 2015

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
					THIS YEAR	THIS YEAR
Recoveries	10	12	10	12	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	846,822	0.00%
<b>Total Local Revenues</b>	<b>238,566</b>	<b>220,970</b>	<b>238,566</b>	<b>220,970</b>	<b>6,689,951</b>	<b>3.57%</b>
<b>GENERAL FUND - State Revenues:</b>						
Rolling Stock Tax	-	-	-	-	3,600	0.00%
Litter Tax	-	-	-	-	2,500	0.00%
Other Categorical Aid	-	-	-	-	-	0.00%
Fire Programs	-	-	-	-	12,972	0.00%
PPTRA from the State	-	-	-	-	53,861	0.00%
DMV Grants	-	-	-	-	-	0.00%
DMV Mini Grants	-	-	-	-	-	0.00%
Street Maintenance	-	-	-	-	1,309,366	0.00%
Volunteer Fire Dept.	-	-	-	-	30,000	0.00%
Law Enforcement-599 Funds	-	-	-	-	108,460	0.00%
Police Grants	-	-	-	-	-	0.00%
FEMA Grants	-	-	-	-	473,400	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
Other Categorical Aid-Schools	-	-	-	-	29,632	0.00%
<b>Total State Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,023,791</b>	<b>0.00%</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>238,566</b>	<b>220,970</b>	<b>238,566</b>	<b>220,970</b>	<b>8,713,742</b>	<b>2.74%</b>
<b>UTILITY FUND REVENUES:</b>						
Water Sales	98,651	65,609	98,651	65,609	1,070,400	9.22%
gallons billed	28,365,836	20,372,229	28,365,836	20,372,229		
Water Connections	3,275	15,198	3,275	15,198	22,440	14.59%
Reconnect Fees	525	700	525	700	4,500	11.67%
Penalties	2,075	2,105	2,075	2,105	17,000	12.21%
Bulk Water Purchases	-	1,262	-	1,262	5,000	0.00%
Health Dept.	-	-	-	-	-	0.00%
Sewer Collection Charges	58,415	32,626	58,415	32,626	680,040	8.59%
gallons billed	14,694,686	14,519,459	14,694,686	14,519,459		
Sewer Connections	-	3,000	-	3,000	9,500	0.00%
Cell Tower Rent	3,913	3,910	3,913	3,910	47,052	8.32%
Recoveries	86	287	86	287	-	#DIV/0!
Bond Proceeds	-	-	-	-	-	0.00%
Meals Tax Transfer (in fund 05 for fy 15)	-	-	-	-	-	0.00%
Transfer from General Fund	-	-	-	-	86,888	0.00%
Appropriated Fund Balance	-	-	-	-	769,000	0.00%
<b>TOTAL UTILITY FUND REVENUES</b>	<b>166,940</b>	<b>124,698</b>	<b>166,940</b>	<b>124,698</b>	<b>2,711,820</b>	<b>6.16%</b>

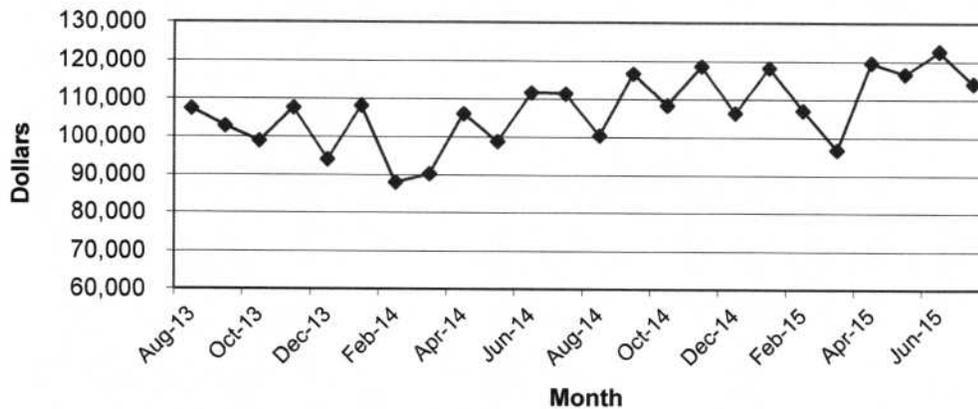
TOWN OF ROCKY MOUNT  
REVENUE COMPARISONS  
AS OF JULY 31, 2015

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF BUDGET
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	THIS YEAR
<b>CAPITAL PROJECTS REVENUES:</b>						
Microenterprise Loan Payments	58	-	58	-	-	0.00%
Historic Tax Credits	-	-	-	-	-	0.00%
Bonds / Loans	-	-	-	-	-	0.00%
Transfers from General Fund	-	-	-	-	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
<b>TOTAL CAPITAL PROJECTS REVENUES</b>	<b>58</b>	<b>-</b>	<b>58</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>UTILITY CAPITAL REVENUES:</b>						
Proceeds from Bond	-	-	-	-	65,000	0.00%
Capital Recovery Fees-Water	18,178	12,681	18,178	12,681	201,696	9.01%
Capital Recovery Fees-Sewer	15,565	12,051	15,565	12,051	195,350	7.97%
Capital Recovery Fees-Garbage	1,661	1,661	1,661	1,661	19,945	8.33%
Appropriated Fund Balance	-	-	-	-	47,803	0.00%
Meals Tax Transfer (in fund 02 for fy 14)	-	-	-	-	-	0.00%
Transfer from Other Funds	-	-	-	-	-	0.00%
<b>TOTAL UTILITY CAPITAL REVENUES</b>	<b>35,404</b>	<b>26,392</b>	<b>35,404</b>	<b>26,392</b>	<b>529,794</b>	<b>6.68%</b>
<b>PERFORMANCE VENUE REVENUES:</b>						
Transfers from General Fund	-	-	-	-	289,310	0.00%
<b>TOTAL PERFORMANCE VENUE REVENUES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>289,310</b>	<b>0.00%</b>
1 month of the 12 months of the fiscal year						8.33%

**TOWN OF ROCKY MOUNT  
MEALS TAX COLLECTIONS**

Month	Collections
Aug-13	107,466
Sep-13	102,900
Oct-13	98,981
Nov-13	107,697
Dec-13	94,103
Jan-14	108,245
Feb-14	88,119
Mar-14	90,391
Apr-14	106,223
May-14	98,887
Jun-14	111,723
Jul-14	111,448
Aug-14	100,522
Sep-14	116,710
Oct-14	108,467
Nov-14	118,725
Dec-14	106,535
Jan-15	118,367
Feb-15	107,244
Mar-15	96,859
Apr-15	119,709
May-15	116,730
Jun-15	122,695
Jul-15	114,250

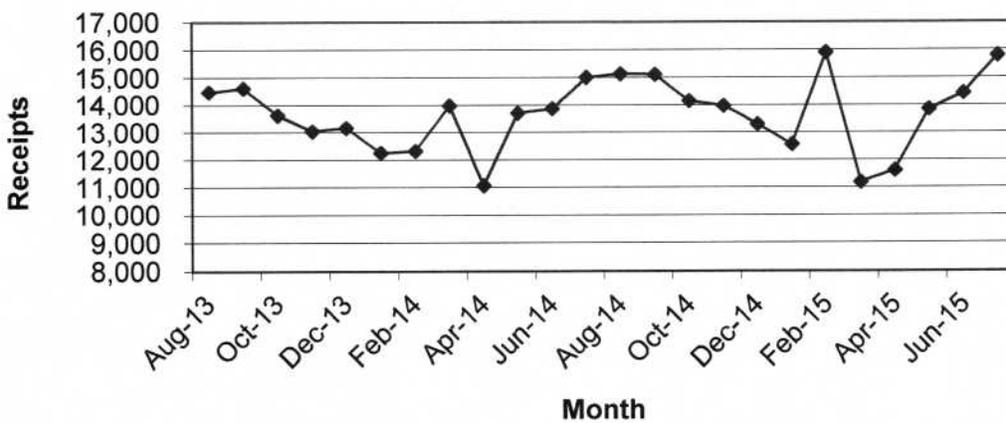
**Meals Tax Collections**



Town of Rocky Mount  
Local Sales Tax

Aug-13	14,475
Sep-13	14,621
Oct-13	13,625
Nov-13	13,042
Dec-13	13,170
Jan-14	12,249
Feb-14	12,323
Mar-14	13,976
Apr-14	11,061
May-14	13,709
Jun-14	13,862
Jul-14	15,006
Aug-14	15,131
Sep-14	15,111
Oct-14	14,145
Nov-14	13,969
Dec-14	13,288
Jan-15	12,560
Feb-15	15,912
Mar-15	11,180
Apr-15	11,616
May-15	13,835
Jun-15	14,434
Jul-15	15,795

Local Sales Tax



**TOWN OF ROCKY MOUNT  
EXPENDITURE COMPARISONS  
AS OF JULY 31, 2015**

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>GENERAL FUND:</b>						
Mayor & Council	12,694	16,407	12,694	16,407	87,008	14.59%
Town Manager	18,418	17,078	18,418	17,078	223,142	8.25%
Town Attorney	2,205	-	2,205	-	36,240	6.08%
Finance Department	67,819	53,554	67,819	53,554	331,039	20.49%
Electorial Board	-	-	-	-	2,800	0.00%
Police Department	169,914	176,881	169,914	176,881	1,968,333	8.63%
Volunteer Fire Dept.	17,676	32,122	17,676	32,122	745,978	2.37%
Public Works Admin.	889	939	889	939	17,133	5.19%
Street Lights	8,574	8,762	8,574	8,762	111,178	7.71%
Traffic Control & Parking	2,435	4,597	2,435	4,597	72,686	3.35%
Streets	74,444	214,042	74,444	214,042	990,287	7.52%
Sidewalks & Curbs	736	3,711	736	3,711	13,181	5.58%
Grassy Hill Guardrails	-	-	-	-	-	0.00%
40 East Sidewalks/Crosswalks	-	1,542	-	1,542	-	0.00%
Scuffling Hill Drainage	4,100	-	4,100	-	462,500	0.89%
Bernard Rd Drainage	-	-	-	-	120,000	0.00%
Street Cleaning	1,128	2,940	1,128	2,940	20,953	5.39%
Refuse Collection	19,234	20,101	19,234	20,101	202,748	9.49%
Snow Removal	341	449	341	449	29,408	1.16%
Municipal Building	10,558	8,308	10,558	8,308	137,850	7.66%
Emergency Services Bldg.	15,142	4,191	15,142	4,191	65,650	23.06%
Public Works Building	1,531	1,992	1,531	1,992	22,800	6.71%
Cemetery	2,713	1,531	2,713	1,531	21,023	12.91%
Playgrounds	5,997	5,203	5,997	5,203	35,670	16.81%
Gilley's Park	-	-	-	-	25,000	0.00%
Veterans Memorial Park erosion	-	10,872	-	10,872	900,000	0.00%
Planning & Zoning	12,752	8,977	12,752	8,977	134,567	9.48%
Community Development	95,975	11,574	95,975	11,574	224,705	42.71%
Citizen's Square	1,478	799	1,478	799	14,035	10.53%
Hospitality Center	10,092	2,366	10,092	2,366	32,362	31.18%
Passport Services Expenses	15	453	15	453	2,070	0.70%
Economic Development Authority	-	-	-	-	2,000	0.00%
Remediation of Blighted Structures	-	-	-	-	20,000	0.00%
<b>Non-Departmental:</b>						
Wages & Fringes	6,566	1,667	6,566	1,667	61,852	10.62%
Employee Wellness Program	-	-	-	-	2,381	0.00%
Employee Drug Testing	219	-	219	-	1,577	13.86%
Insurance	70,531	67,853	70,531	67,853	81,567	86.47%
Contributions to Others	16,500	21,500	16,500	21,500	16,500	100.00%
Debt Service-Principal	-	-	-	-	220,000	0.00%
Debt Service-Interest	22,412	23,800	22,412	23,800	44,574	50.28%
New Debt Service-Principal & Interest	-	-	-	-	158,447	0.00%
Transfer to Utility Operating Fund	-	-	-	-	86,888	0.00%
Transfer to Utility Capital Fund	-	-	-	-	-	0.00%
Transfer to Capital Proj. Fund	-	-	-	-	-	0.00%
Transfer to Performance Operations	-	-	-	-	289,310	0.00%
Contingency - General Purposes	-	-	-	-	50,000	0.00%
Contingency - Harvester Operations	-	-	-	-	60,000	0.00%
Contingency - Contributions & Special Events	-	-	-	-	10,550	0.00%
Contingency - Pay Adjustments	-	-	-	-	26,913	0.00%
Contingency - to reimburse fund balance	-	-	-	-	530,837	0.00%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>673,086</b>	<b>724,211</b>	<b>673,086</b>	<b>724,211</b>	<b>8,713,742</b>	<b>7.72%</b>





TOWN OF ROCKY MOUNT  
UTILITY BILLING  
WATER CONSUMPTION PERCENTAGES  
FOR THE MONTH OF JULY 2015

	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
<b>IN-TOWN CUSTOMERS</b>						
RESIDENTIAL	1,760	7,017,813	\$ 39,794	61%	34%	33%
COMMERCIAL	345	6,480,650	\$ 27,400	12%	31%	23%
INDUSTRIAL	48	3,312,670	\$ 11,575	2%	16%	10%
<b>TOTAL</b>	<b>2,153</b>	<b>16,811,133</b>	<b>\$ 78,769</b>	<b>74%</b>	<b>81%</b>	<b>66%</b>
<b>OUT-OF-TOWN CUSTOMERS</b>						
RESIDENTIAL	666	2,460,543	\$ 28,489	23%	12%	24%
COMMERCIAL	75	1,441,760	\$ 12,350	3%	7%	10%
INDUSTRIAL	2	4,900	\$ 75	0%	0%	0%
<b>TOTAL</b>	<b>743</b>	<b>3,907,203</b>	<b>\$ 40,913</b>	<b>26%</b>	<b>19%</b>	<b>34%</b>
				<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>GRAND TOTAL (ALL CUSTOMERS)</b>						
RESIDENTIAL	2,426	9,478,356	\$ 68,283	84%	46%	57%
COMMERCIAL	420	7,922,410	\$ 39,750	15%	38%	33%
INDUSTRIAL	50	3,317,570	\$ 11,649	2%	16%	10%
<b>TOTAL</b>	<b>2,896</b>	<b>20,718,336</b>	<b>\$ 119,682</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

TOWN OF ROCKY MOUNT  
 UTILITY BILLING  
 PERCENT CONSUMPTION & PERCENT REVENUE  
 PER CUSTOMER CLASS  
 FISCAL YEAR 2016

Month	In Town								Out of Town							
	Residential		Commercial		Industrial		Total		Residential		Commercial		Industrial		Total	
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.
Jul-15	34%	33%	31%	23%	16%	10%	81%	66%	12%	24%	7%	10%	0%	0%	19%	34%
Aug-15																
Sep-15																
Oct-15																
Nov-15																
Dec-15																
Jan-16																
Feb-16																
Mar-16																
Apr-16																
May-16																
Jun-16																
Average	34%	33%	31%	23%	16%	10%	81%	66%	12%	24%	7%	10%	0%	0%	19%	34%

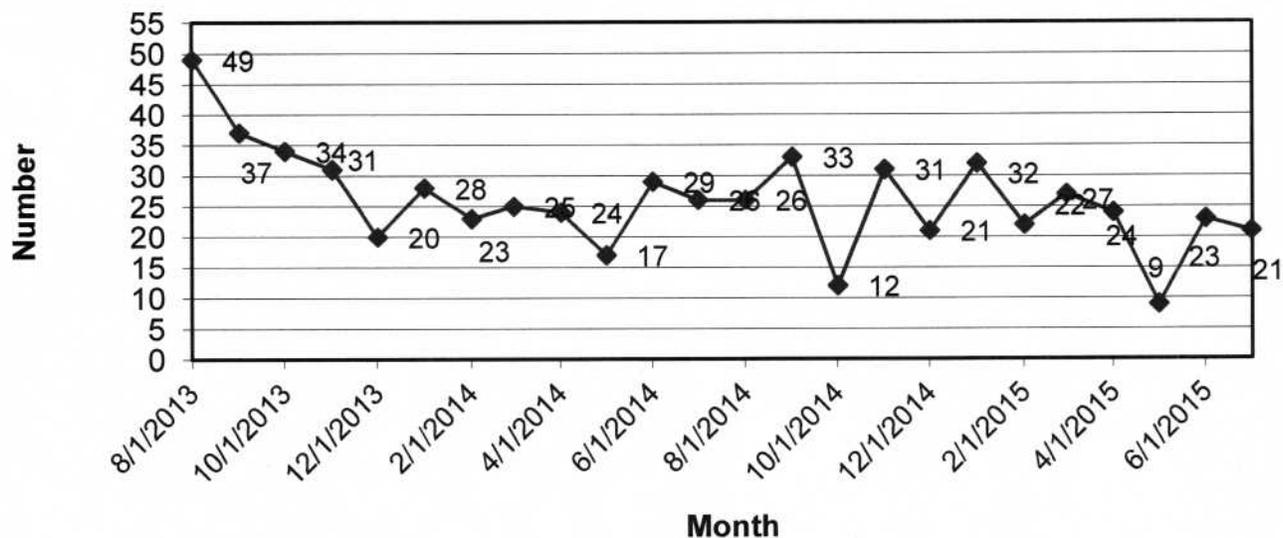
\*\*\*NOTE: The above chart shows the breakdown of in-town customer gallons and revenues vs. out-of-town. It also breaks those gallons & revenues into residential, commercial, and industrial customers for FY 2016 (year ended 6/30/16).

on budget documents

80% of total gallons billed (and 67% of revenue) come from in-town customers.

Of those in-town customers, 35% of gallons are consumed by residents, 26% from commercial, and 18% from industrial.

### Number of Water Cut-off's



TOWN OF ROCKY MOUNT  
 WATER ACCOUNTABILITY  
 June-15

Water Plant Finished Water Pumped		<u>22,310,000</u>
Water Consumption Billed	20,718,336	
Meters Read and Not Billed	850,480	
Water Obtained from Water Plant (to bill)	-	
Water Obtained from Public Works Hydrant (to bill)	-	
Flushing Water Lines Reported to WTP or PW	300,000	
Flow Meter Checks at Hydrants	-	
Grand Total of Water Metered / Consumed / Tracked		<u>21,868,816</u>
Percent Finished Water Accounted		98.02%

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park	600
001-0188-00-01	Impound Lot	-
002-0317-20-01	Public Works Bldg	20
002-0317-30-01	Public Works Bldg-new bldg	1,000
004-1067-00-01	Veteran's Memorial Park	1,000
005-1300-00-01	Mary Elizabeth Park	800
005-1343-10-01	Harvester Performance Center	7,000
005-1384-00-01	Farmer's Market	2,300
005-1457-00-01	Municipal Bldg.	3,000
006-1710-00-01	Welcome Center / Depot	1,760
009-2523-50-01	Emergency Services Bldg.	7,000
011-0050-90-01	Rt 122 Pump Station	-
041-0034-00-01	WasteWater Treatment Plant	240,000
	Water Plant Process	586,000

TOTAL Meters Not Billed		<u>850,480</u>
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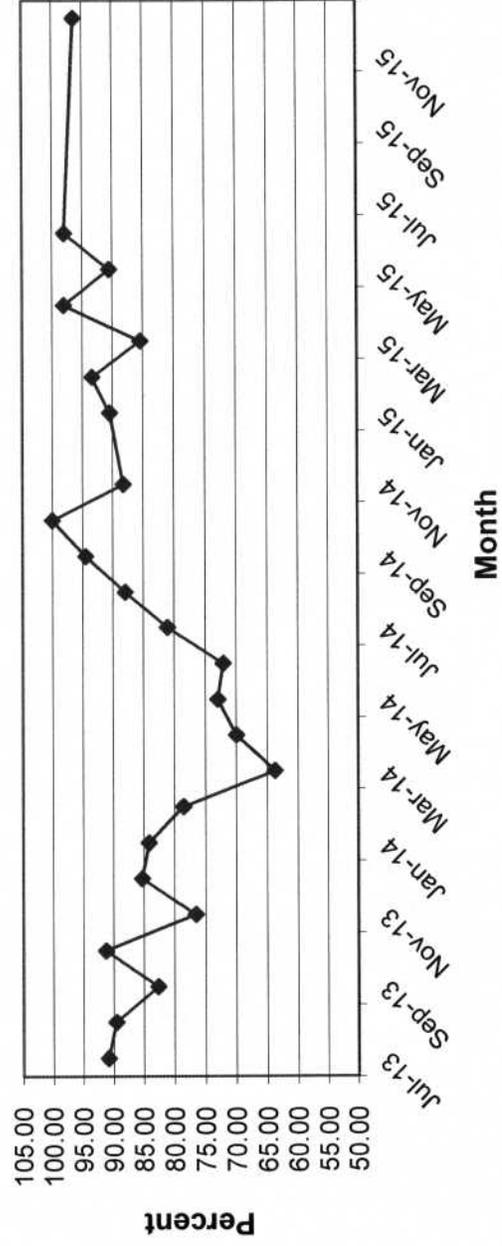
Water Line Repairs by Public Works during the month:  
 none

Sewer Line Repairs by Public Works during the month:  
 6" line on Cooper's field  
 6" line on Tank Hill

TOWN OF ROCKY MOUNT  
WATER ACCOUNTABILITY  
FISCAL YEAR 2015

	Finished Water Treated	Total Water Gallons Accounted	Percent Accounted	Monthly Gallons Variance	Average Accounted Variance per Quarter	Average Monthly Variance per Quarter
Jul-14	29,860,000	24,207,682	81.07%	5,652,318		
Aug-14	24,930,000	21,928,819	87.96%	3,001,181		
Sep-14	21,660,000	20,472,144	94.52%	1,187,856	87.85%	3,280,452
Oct-14	22,470,000	22,491,191	100.09%	(21,191)		
Nov-14	19,650,000	17,340,598	88.25%	2,309,402		
Dec-14	20,240,000	19,518,700	96.44%	721,300	94.93%	1,003,170
Jan-15	21,130,000	19,123,821	90.51%	2,006,179		
Feb-15	19,870,000	18,560,350	93.41%	1,309,650		
Mar-15	22,070,000	18,853,551	85.43%	3,216,449	89.78%	2,177,426
Apr-15	22,150,000	21,732,139	98.11%	417,861		
May-15	24,120,000	21,844,311	90.57%	2,275,689		
Jun-15	22,310,000	21,868,816	98.02%	441,184	95.57%	1,044,911
AVG.	22,538,333	20,661,844	92.03%	1,876,490	92.03%	1,876,490
TOTAL	270,460,000	247,942,122		22,517,878		
Monthly Avg. Percent Unaccounted =			7.97%			
Monthly Avg. Percent Accounted =			92.03%			
12 out of 12 months this fiscal year > 80% accountability						

### Water Accountability %



**TOWN OF ROCKY MOUNT  
UTILITY PROFILE  
FISCAL YEAR 2015**

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Accounted	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Accounted
Jul-14	337.90	28,070,000	45.27%	27,730,000	44.73%	24,207,682	87.30%	2,890	17,701,000	28.55%	16,585,732	93.70%
Aug-14	322.40	25,240,000	40.71%	24,930,000	40.21%	21,928,819	87.96%	2,891	23,529,000	37.95%	15,070,019	64.05%
Sep-14	309.00	21,820,000	36.37%	21,660,000	36.10%	20,472,144	94.52%	2,894	18,600,000	31.00%	14,646,574	78.75%
Oct-14	322.40	23,430,000	37.79%	22,470,000	36.24%	22,491,191	100.09%	2,896	19,220,000	31.00%	15,963,115	83.05%
Nov-14	291.00	20,500,000	34.17%	19,650,000	32.75%	17,340,598	88.25%	2,899	18,510,000	30.85%	11,945,105	64.53%
Dec-14	300.70	21,080,000	34.00%	20,240,000	32.65%	19,518,700	96.44%	2,899	20,429,000	32.95%	13,929,219	68.18%
Jan-15	294.50	22,150,000	35.73%	21,130,000	34.08%	19,123,821	90.51%	2,889	21,421,000	34.55%	13,613,203	63.55%
Feb-15	271.60	20,380,000	36.39%	19,870,000	35.48%	18,560,350	93.41%	2,888	18,200,000	32.50%	13,633,724	74.91%
Mar-15	294.50	22,290,000	35.95%	22,070,000	35.60%	18,853,551	85.43%	2,900	23,560,000	38.00%	13,889,825	58.96%
Apr-15	291.00	22,210,000	37.02%	22,150,000	36.92%	21,732,139	98.11%	2,897	23,160,000	38.60%	15,764,459	68.07%
May-15	303.80	24,130,000	38.92%	24,120,000	38.90%	21,844,311	90.57%	2,896	19,096,000	30.80%	15,179,461	79.49%
Jun-15	294.00	22,880,000	38.13%	22,310,000	37.18%	21,868,816	98.02%	2,896	18,180,000	30.30%	14,694,686	80.83%
<b>AVG.</b>	<b>302.73</b>	<b>22,848,333</b>	<b>37.54%</b>	<b>22,360,833</b>	<b>36.74%</b>	<b>20,661,844</b>	<b>92.55%</b>	<b>2,895</b>	<b>20,133,833</b>	<b>33.09%</b>	<b>14,576,260</b>	<b>73.17%</b>

NOTE (A): "Total Water Gallons Accounted" consists of gallons billed and gallons read but not billed plus bulk water sold at the Water Plant plus water used to flush lines or hydrants plus gallons used to fill water tanks.

NOTE (B): For any given month, "total water gallons accounted" are for "finished water treated" that month. For example, for the month of July, "water gallons accounted" would be water consumed during the month of July by customers and read by the meter readers during the first week of August. Those gallons, however, would not be billed to customers until the end of August during that month's billing cycle. However, those gallons consumed are displayed on the July line to match usage with water plant production ("finished water treated").

## MONTHLY STAFF REPORT

<b>DATE:</b>	July 15, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Jeff Rakes, Fire Chief
<b>DEPARTMENT:</b>	Fire
<b>MONTH:</b>	June 2015

The Rocky Mount Fire Department had a normal month of calls for the month of June 2015. The total calls for the month was 31. There were 12 calls answered inside the Town limits and 19 calls answered in the County.

There was a total of 857 miles traveled on all town vehicles for the month, using 81.8 gallons of gasoline and 50.8 gallons of diesel fuel on these calls.

There were 6 structure fires, 2 motor vehicle fires, 3 woods and grass fires, 9 motor vehicle accidents, 5 false alarms, 1 utility pole fire, 1 assistance for the rescue squad, and 3 maintenance calls.

There was a total of 60 extra man hours accumulated in training and station maintenance for the month.

The Rocky Mount Fire Department also voted in its new Line Officers for June 2015-2016. They are as follows:

- Chief – Jeff Rakes
- Assistant Chief – Justin Woodrow
- Captain – Theodore Hodges
- 1<sup>st</sup> Lieutenant – Jody Whitt
- 2<sup>nd</sup> Lieutenant – Matthew Overfelt
- Secretary – C. J. Police
- Treasurer – Ulis Chitwood

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 3, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Chief Ken E. Criner, Jr.
<b>DEPARTMENT:</b>	Police
<b>MONTH:</b>	<b>July 2015</b>

Chief Ken Criner attended and graduated from a two-week intensive leadership development program at the University of Virginia from July 19 - July 31, 2015. Congratulations to Chief Criner on his achievement!

Investigator Jeff Sanders obtained 35 felony warrants on July 30, 2015. The charges ranged from forgery of prescriptions, selling controlled substances, possession of a controlled substance with intent to distribute, and obtaining prescriptions by fraud. Great job Investigator Sanders!

ROCKY MOUNT POLICE DEPARTMENT  
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: JULY 2015

MAY

JUNE

JULY

	MAY	JUNE	JULY
UNIFORM TRAFFIC SUMMONS ISSUED	71	65	121
TRAFFIC STOPS	139	134	222
SPEEDING TICKETS ISSUED	16	22	41
DUI	3	3	6
COLLISIONS INVESTIGATED (TREDS)	18	15	16
MOTORIST AIDES	60	55	43
CRIMINAL ARRESTS "MISDEMEANOR"	29	23	27
CRIMINAL ARRESTS "FELONY"	7	8	40
INCIDENTS ADDRESSED	2596	2301	2268
INCIDENTS, OFFENSES REPORTABLE	91	71	67
GRAND LARCENY WARRANTS	4	0	0
BREAKING & ENTERING REPORTS	2	0	1
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	75	107	81
FOLLOW-UP'S	89	70	76
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1600	1436	1388
SCHOOL CHECKS	197	117	94
ALARM RESPONSES	26	34	27
OPEN DOORS, WINDOWS, ETC. UNSECURED	5	2	5
COURT HOURS	17.75	11.5	23.25
TRAINING HOURS:	208	287	253
SPECIAL ASSIGNMENT HOURS:	87.25	101.25	47.75
HARVESTER HOURS WORKED:	36	52.5	42
ECO/TDO	5	5	6
ECO/TDO Hours:	20	15.25	48

#### TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar: throughout the Town, Bernard Road, Greenview Drive, North & South Main Street, Grassy Hill Road, Tanyard Road, Pell Avenue, State Street, Old Franklin Turnpike, Scuffling Hill Road, Glenwood Drive, Green Meadow Lane and Windy Lane.
- ◇ There were 16 reportable accidents with 13 of the accidents on our public streets.

#### COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Anderson Street, Bland Street, Booker T. Washington Hwy, Candlewood Apartments, Circle Drive, Claiborne Avenue, Cornell Road, Diamond Avenue, East Court Street, East Church Street, East Street, Fairlawn Drive, Grassy Hill Road, Hatcher Street, Knob Apartments, Knollwood Drive, Lakeview Drive, Law Street, Leonor Street, Mamie Avenue, Maple Avenue, Mary Coger Lane, Maynor Street, Montview Avenue, Musefield Road, North Main Street, Oak Street, Old Fort Road, Old Franklin Turnpike, Old Furnace Road, Orchard Avenue, Pendleton Street, Randolph Street, Scuffling Hill Road, Sycamore Street, Whitten Street and Windy Lane.
- ◇ Business Foot Patrols: ABC Store, Angle Hardware, Applebee's, Auto Zone, BFMS, Bojangles, CATCE Center, Christian Heritage Academy, CVS, Dairy Queen, DMV, Dollar General, Eagle Cinema, El Rio, El Rodeo, Family Pharmacy, Franklin County High School, Fisher Auto Parts, Fleetwood Homes, Food Lion, Franklin Center, Franklin Memorial Hospital, Franklin Street, Harvester Center, Holiday Inn Express, Ippy's, Kentucky Fried Chicken, Kroger, Lee M. Waid, Lowe's, Martinsville Dupont Credit Union, Mary Bethune Park, McDonald's, Mod-u-Kraf, Newbold, North Main Street, Old Franklin Turnpike, Plygem, Quizno's, Riverside Minute Market, Rocky Mount Elementary, Roses, Schewel's, School Board Road, Sheetz, Shell Station, South Main Street, Tanyard Road, Trinity Missions, US Cellular, Wal-Mart, YMCA and The Zone.

#### MISCELLANEOUS:

- ◇ July 2<sup>nd</sup>, 2015 - Rocky Mount Rotary Club "4<sup>th</sup> of July Celebration"
- ◇ July 6<sup>th</sup>, 2015 - YMCA Event @ Franklin County High School
- ◇ July 6<sup>th</sup>, 2015 - Open Door @ Rocky Mount Elementary School
- ◇ July 7<sup>th</sup>, 2015 - Open Door @ Dr. Barrett's Office
- ◇ July 10<sup>th</sup>, 2015 - Open Door @ Benjamin Franklin Middle School
- ◇ July 14<sup>th</sup>, 2015 - Open Door @ NAPA
- ◇ July 21<sup>st</sup>, 2015 - SWAT call out
- ◇ July 25<sup>th</sup>, 2015 - Open Door @ Old Fort Road
- ◇ July 26<sup>th</sup>, 2015 - Posey Dillon Memorial Ride @ Emergency Services Bldg.

## CRIMINAL ARRESTS & LOCATIONS:

Distribution of Schedule III Drug	Old Franklin Turnpike
Distribution of Schedule I or II Drug	Old Franklin Turnpike (x 3)
Obtain Prescription by Fraud	Old Franklin Turnpike (x 13)
Embezzlement	Old Franklin Turnpike
Distribution of Schedule IV Drug	Old Franklin Turnpike (x 2)
Distribution of Schedule I or II Drug	Old Franklin Turnpike (x 6)
Forgery of a Prescription	Old Franklin Turnpike (x 9)
Possession of Marijuana w/ Intent to Distribute	North Main Street
Possession of Marijuana	Virgil H. Goode Highway
Possession of Marijuana	Tanyard Road
Possession of Drug Paraphernalia	South Main Street
Driving Under the Influence	Franklin Street (x 2)
Driving Under the Influence	Claiborne Avenue
Driving Under the Influence	South Main Street
Driving Under the Influence	Old Franklin Turnpike
Driving Under the Influence	Booker T. Washington Highway
Drunk In Public	Old Franklin Turnpike (x 2)
Drunk In Public	Byrd Lane
Drunk In Public	Sycamore Street
Drunk In Public	Franklin Street
Felony Assault on a Police Officer	Old Franklin Turnpike (x 3)
Domestic Assault	Leonor Street
Domestic Assault	North Main Street
Domestic Assault	Old Franklin Turnpike
Simple Assault	Donald Avenue

Violate Protective Order	Leonor Street
Possess a Concealed Weapon by a Convicted Felon	South Main Street
Possession of Tobacco Underage	Tanyard Road
False Identity to Law Enforcement	South Main Street
Shoplifting	Old Franklin Turnpike (x 3)
Hit & Run	Donald Avenue
Disorderly Conduct	Old Franklin Turnpike
Destruction of Property	Leonor Street
Destruction of Property	Donald Avenue
Warrant Service	Sycamore Street
Warrant Service	Diamond Avenue
Warrant Service	South Main Street
Warrant Service	Old Franklin Turnpike
Temporary Detaining Order	Tanyard Road

## SPEEDING TICKETS ISSUED

Pell Avenue (x 15)

State Street (x 8)

Tanyard Road (x 7)

Donald Avenue (x 3)

North Main Street (x 3)

Bernard Road (x 2)

Greenview Drive

School Board Road

South Main Street

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 6, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Cecil Mason, Public Works Director
<b>DEPARTMENT:</b>	Public Works
<b>MONTH:</b>	July 2015

1. Swept streets (2, 30, 31)
2. Read meters (3 days)
3. Replaced eleven 5/8" meters
4. Made 1-3/4" water tap for 40 Shady Lane
5. Worked on water line to Lee Waid School (13 days – completed)
6. Clean-up (4 days)
7. Ran two garbage trucks (4 days)
8. Took dump truck to four locations to be loaded
9. Patched pothole on School Board Road
10. Put up sign posts at Farmers' Market
11. Installed basketball goal on Windy Lane
12. Poured concrete bases for trash cans on Windy Lane, Circle Drive, and Pendleton Street, and installed cans

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 3, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Tim Burton
<b>DEPARTMENT:</b>	WWTP
<b>MONTH:</b>	July 2015

Average Daily Flow	0.548 MGD
TSS Reduction	99.3 %
BOD Reduction	98.8 %
Leachate (F.C. Landfill)	65,500 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	None
Rain Total      3.7 inches	Snow Total      0 inches
SCADA Alarms:	No after hours alarms for July

Joey Cerebe passed his first wastewater operator license exam and is now a Class IV operator.

Request: None

Respectfully Submitted,

Timothy Burton

## MONTHLY STAFF REPORT

<b>DATE:</b>	August 3, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Bob Deitrich, Water Plant Superintendent
<b>DEPARTMENT:</b>	<b>Water</b>
<b>MONTH:</b>	July 2015

### **Operation and Production Summary:**

For July, the actual water production time (filtering of water) for the entire month averaged 9.5 hours per day which yielded approximately 710,000 gallons of water per day.

Total Raw Water Pumped:	22.91 million gallons
Total Drinking Water Produced:	22.10 million gallons
Average Daily Production:	710,000 gallons per day
Ave Percent of Production Capacity:	38%
Flushing of Hydrants/Tanks/FD Use:	280,000 gallons
Plant Process Water:	626,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	None

### **Testing:**

- All routine monthly water samples were within normal parameters. We are in the process of collecting data for the Virginia Department of Health related to our disinfection byproducts issue and are collecting a number of extra samples to get a profile of the area. We are considering the installation of aeration/mixing system in our South Water Tank to improve water quality for that part of the system.

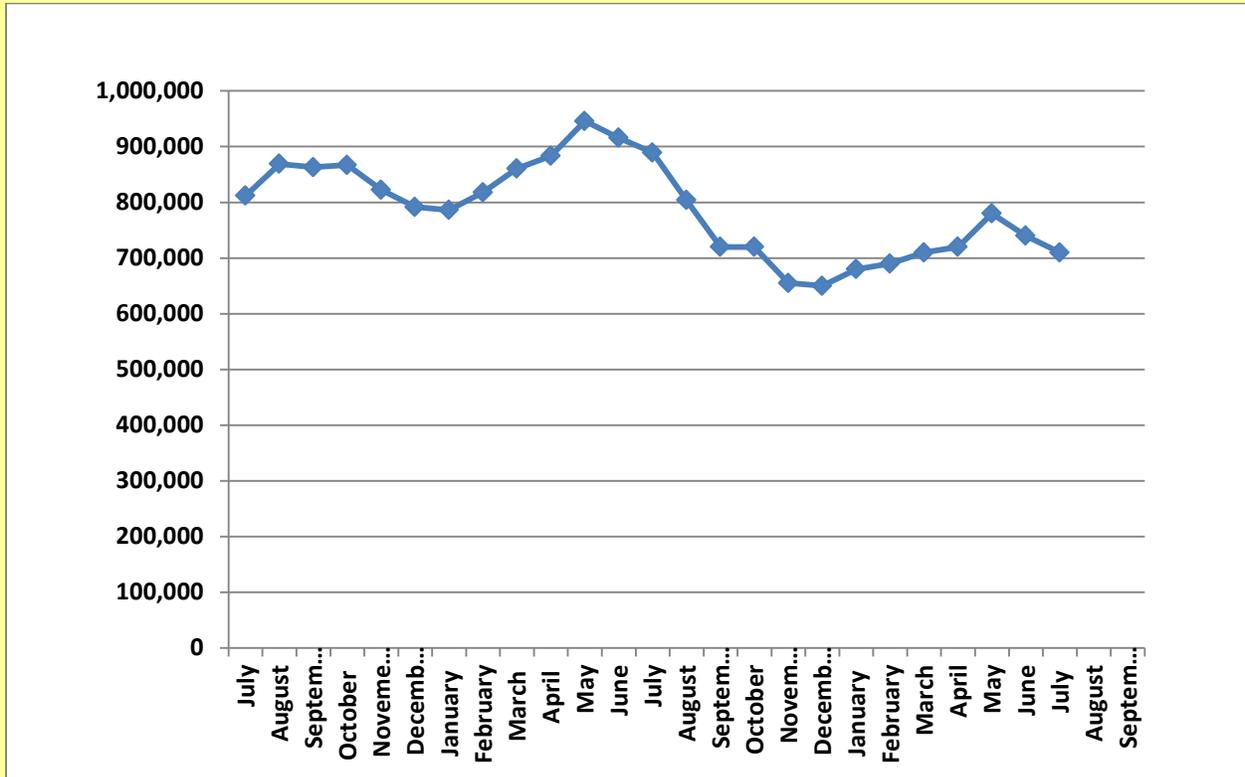
### **Activities / Maintenance / Improvements**

- Based on tank levels, our water demand was picking in the second half of July. We will compare our numbers with the customer meter readings for the month to determine if usage has increased or whether we have new leaks in the system.
- Our chlorine bleach project is in progress. We actually began feeding bleach instead of gas on July 28<sup>th</sup>. Project construction will likely take another 30 days to finish up all the details.
- The Pendleton Street lot has been cleaned up and landscaped. The project is complete.
- One of our three finished water pumps and one pump station pump are in the process of being serviced. Both should be back on line by the end of August.
- One of our two filter backwash pump motors was rebuilt. Staff took care of the removal and installation to reduce cost.

### **Upcoming:**

- Clean out of settling basins
- 220 South Water Tank will be drained for interior paint.

# Water Plant Production in Gallons Per Day (July 2013 to July 2015)



**Update on Roanoke Gas's application to take a portion of Franklin County into its service area**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens**   
 **Consent Item**   
 **Old Business**   
 **New Business**  
 **Committee Report**   
 **Other**

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>On March 25, 2015 Roanoke Gas Company filed an application requesting approval of a certificate of public convenience and necessity to take in a portion of Franklin County into its service area. Given that the Town had been in its service area for over 50 years and had not been served and that this application came during the discussion of the route of the Mountain Valley Pipeline, the Town filed a request for a hearing with the State Corporation Commission.</p> <p>The Town stated that it has serious questions regarding the timing of the application, that it appeared only related to the proposed Mountain Valley Pipeline and that if approved, the Town and the County would be precluded from negotiating with other natural gas distributors to access and make available natural gas from the pipeline. Upon discussions with Roanoke Gas it was deduced that they in no way intended to invest any resources into a tap for the pipeline and that the Town, County or customers would be forced to pay the entire cost of the initial tap construction (estimated at \$2.5 million).</p> <p>The SCC took the Town's position seriously and asked a series of pointed questions to Roanoke Gas trying to determine if there was a serious plan to serve this area or if this was territory squatting due to the proposed pipeline. Roanoke Gas's response was first to file a motion with the SCC asking for denial of our request for a hearing to which the Town filed a suitable reply. The second approach by Roanoke Gas was to negotiate with the Town to have it withdraw the hearing request. An agreement could not be reached, as the Town's core position was the resolution of the following questions:</p> <ul style="list-style-type: none"> <li>-Will Roanoke Gas service this area regardless of the outcome of the pending case before the Federal Energy Regulatory Commission regarding the Mountain Valley Pipeline?</li> <li>-If the application of Roanoke Gas is approved by the SCC and the application of Mountain Valley Pipeline is approved by FERC, will Roanoke Gas have any financial involvement in building the tap and decompression station needed to activate the negotiated access point on the pipeline?</li> </ul>

	<p>The Town sought a public discussion of these questions so our citizens could be openly informed of the plans associated with the pipeline and the ultimate availability of natural gas. The Town was not supporting or objecting to the application but requesting a hearing to clarify the relationship between this application, the pipeline and future funding obligations of the local taxpayers.</p> <p>Roanoke Gas was very specific that it would not invest in the access point and that the costs of construction would have to be borne by the Town and the County or the customers. The Town's position remained: In the event that the Mountain Valley Pipeline is approved, the Town and the County would like the ability to negotiate with potential gas distributors for a comprehensive solution that resulted in a solution that was not principally tax payer funded.</p> <p>Rather than go forward with a hearing, Roanoke Gas requested that the SCC stay the application (pause consideration of it until such time as the applicant may wish to continue). This request was granted on July 31, 2015. This issue is therefore resolved for the time being and the Town will be notified if Roanoke Gas resumes the request. Our request for a hearing stands as part of the active case and will be active in the event that the request is renewed.</p> <p>The Town benefited from the services of Williams Mullen, our regulatory action legal firm in Richmond, who typically represents the Town to the SCC on electric rate filings by AEP. Throughout this process, the Town was the only participant as the application by Roanoke Gas appears to have been unnoticed by other interested parties.</p>
ACTION NEEDED:	None. Informational Only.

Attachment(s): None.

FOLLOW-UP ACTION:  
(To be completed by Town Clerk)

***Review and consideration of request of Waste Water Department to reallocate funding from pH equipment replacement to push camera replacement***

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens**     **Consent Item**     **Old Business**     **New Business**  
 **Committee Report**     **Other**

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager Tim Burton, Waste Water Treatment Plant Superintendent
BRIEF SUMMARY OF REQUEST:	The small push camera that the Waste Water Department uses to video small lines and laterals has completely quit working and needs to be replaced. The cost of a new system is projected to be somewhere between \$8,000 and \$12,000. There is \$12,000 in the capital improvement plan to replace pH equipment at the Waste Water Plant this year. The staff at the Waste Water Plant believes the camera is more of a priority and would like to reallocate the \$12,000 for pH equipment to purchase a new push camera system.
ACTION NEEDED:	Approval or denial of the reallocation request.

Attachment(s): None.

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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**Review and consideration of request of Water Department for funding of mixing and aeration equipment installation in water tank on southern end of system (with approval of necessary supplemental appropriation resolution)**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens   
  Consent Item   
  Old Business   
  New Business  
 Committee Report   
  Other

FOR COUNCIL MEETING DATED:	August 10, 2015
----------------------------	-----------------

STAFF MAKING REQUEST:	Bob Deitrich, Water Plant Superintendent C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Included in this month's council business is a request for an appropriation of funds for mixing and aeration equipment to be installed in the one million gallon water tank located at the southern end of our water distribution system. The equipment will better preserve the quality of the water in the tank as well as provide removal of disinfection byproducts. The equipment, which has been proven effective by other regional utilities, comes with a money back performance guarantee.</p> <p>Detailed information regarding the quality issues was provided in the July Council packet and a brief discussion was had during the regular council meeting. Council deferred the issue to the Utility Committee for further consideration of the issue before any formal action was taken. Information about the equipment and the ways in which it will improve water quality and ensure regulatory compliance was provided at the subsequent Utility Committee meeting in July. The committee was in favor of the proposal.</p> <p>Once funds are appropriated, the equipment will be ordered. The project will take approximately 90 days to complete after signing the contract.</p>
ACTION NEEDED:	Approve and allocate funds to proceed with installation of GridBee DBP reduction equipment from Medora Corporation with project budget of \$135,000.

Attachment(s):

FOLLOW-UP ACTION: (To be completed by Town Clerk)	

## Town of Rocky Mount Water System DBP Report

**Report by: Bob Deitrich, Water Plant Superintendent**

**Date: July 8, 2015**

**Disinfection Byproducts (DBPs)** are a group of chemical compounds that form when chlorine reacts with natural organic compounds that are dissolved in water. The greenish or brown color of water in rivers and lakes comes from organic compounds like algae, decayed leaves and whatever lives in or falls into the water.

EPA requires that we sample the levels of DBPs in the water in the distribution system at certain locations and that we keep the levels of DBPs below limits they have determined. New federal regulations, referred to as the Stage 2 Disinfectants and Disinfection Byproducts Rule, went into effect for water systems of our size beginning in the fourth calendar quarter of 2014. As a result our water department began testing for Disinfection Byproducts at a new location selected by the Virginia Department of Health in November. While our original DBP sample site continues to give satisfactory test results, the samples from our new site have been erratic and higher than expected.

### DBP Testing and Investigation

Immediately after receiving poor test results from our new location last November, plant staff resampled and collected extra samples at locations upstream and downstream in order to verify the water quality in the area. Test results were much improved. Since the initial round of samples some hydrant flushing was conducted and an auto-flush valve was placed on a nearby hydrant to flush water daily to encourage water turnover.

Samples collected in February were acceptable but not to the point where compliance is assured. Typically, November and February are our best months for DBPs due to the cooler weather. In May 2015, the third round of sample results from the new site were again high enough that a good four quarter average is unlikely. With our hottest month of sampling on the way, we do not expect to be in compliance at the end of the initial four quarters of sampling. Based on results to date, VDH has required us to perform an operation evaluation, (basically a check list) to begin the process of making improvements.

### The issues we face

Our DBP testing, historically, has been very variable, mainly due to seasonal temperatures and a lack of circulation. We expected some variability at the new location but not to this degree. Poor DBP results are mainly attributed to old water, source water quality and/or water treatment methods. Working at both ends can improve water quality for our customers.

**On the distribution side**, our South Water Tank is our largest tank and it is located in a part of town that uses relatively little water. Staff performed a water age study by shutting down our fluoride treatment and testing water at the water tank, the wastewater plant and points in between to see how long it took for the level of fluoride in the water to drop. This commonly used and inexpensive test revealed that the water in the south tank is greater than 2 weeks old. Since the water plant only runs half the day, water in the problem area can be from the plant, from the tank or a combination of both at any given moment. This factor contributes to the variability in our test results.

Disinfection Byproducts are made worse by time and heat. During warmer months when our DBP numbers are there highest, we have both time and heat working against us in the South tank. Depending on demand we could very likely be pumping the same old water in and out of the tank, creating our own DBP production facility.

*Flushing fire hydrants will not likely solve the problem. While strategic flushing might improve sample results, the problem of stale water in the tank would remain. One foot of water from the South Tank equates to 20,450 gallons of water. A great deal of water would need to be flushed on a routine basis to even put a dent in the level of the 55 foot tall tank. There would also be issues about when to flush and where to put all of that water.*

**At the water treatment plant** the use of chlorine to disinfect water creates DBPs. In the summer when water is warm and contains more algae, more DBPs are formed. How chlorine is used at the plant can make a difference but we must keep in mind that the reason for chlorine is to kill bacteria and other water borne microbes that cause disease. Other chemical options are available for use in the raw water that can reduce DBP formation.

### **Where we stand**

We are not currently in Violation of the waterworks DPB limits. Compliance is based on a four quarter running average and we will not know for sure where we stand until September of 2015. But, water quality should not be a crap shoot. We have an issue that needs to be addressed so that our customers have good water all year long and not just during the cooler months or certain times of day.

Many communities including our neighbors in Henry County and Bedford County have had these same issues: old water, dead end lines, poor turn over in a water tank, causing DBP violations. Many ideas have been tried to alleviate the problem and there are plenty of options. Attached is a recent article about the Town of Louisa County and their experiences trying to comply with the DBP standards. I strongly recommend you read the article to gain a true appreciation for what some water systems have gone through.

My intention is to make our efforts as simple and effective as possible, and unlike Louisa, I do not intend to reinvent the cycle of spend and waste in an effort to improve our water quality.

### **Possible Options:**

- Change the pretreatment process at the water plant. (This is already in the works as part of the bleach project)
- Take the South Tank out of service. (Not an option as it represents almost 50% of our water storage/fire flow)
- Loop the water lines. (Looping the system in a meaningful way would be difficult as there are no significant water users in the area.)
- Creating a way to pump out of the tank to the system (expensive and would be complicated to manage)
- Lengthy engineering study to determine the best methods. (expensive and delays solutions that are commonly used and known to be effective)
- Replace the South Tank with a smaller tank. (This would be helpful but time consuming and expensive, not to mention the reduction in our storage capacity)

At the annual Virginia Rural Water Association conference in April, I had the luxury of having access to representatives from VDH, Southern Corrosion (our tank maintenance contractor), and representatives of tank mixing equipment companies and engineering consultants who have been involved in these kinds of projects. While it is a practical impossibility to reduce the age of the water due to the tanks location and size, we can preserve the water better. Tank mixers of various types are available. VDH favors one that circulates water from the bottom and sprays the circulated water from a nozzle from above, back into the tank. This spraying aeration action strips out DBPs. Better mixing of the water will reduce the age of stratified and stale layers of the tank that don't normally mix. The equipment can be installed to the tank through existing access points without emptying the tank. Power is already available at the site. A ventilation system may be added to circulate air from the top of the tank.

### **Recommendations:**

1. Reduce the use of chlorine in the treatment process as much as is safe and practical (in progress)
2. Proceed with treatment changes at the water treatment plant related to the bleach project. (This will include moving the chlorination point downstream of the current raw water mix chamber)
3. Begin use of Potassium Permanganate (a preoxidant) that will reduce the DBP precursors before they come in contact with chlorine. (The plant is already equipped to feed this chemical without the need for new equipment)
4. Purchase and install the tank mixing and aeration equipment, \$95,000. This includes installation. (Comes with a guarantee of DBP reduction)
5. Work with Thompson and Litton to prepare submittals for VDH.
6. Interior wash out and paint is scheduled for August and this will remove any biofilm on the tank interior that might contribute to the problem.
7. Extra DBP samples have been collected (and will continue to be collected) to give a better picture of the actual water quality in this part of our distribution system.

The preliminary estimate for the entire project is between \$95,000 and \$135,000.



## A Disinfection Byproducts Odyssey

**IN 1998 THE** Environmental Protection Agency (EPA) adopted the Stage 1 Disinfectants and Disinfection Byproducts Rule (DBP). The purpose of the Stage 1 Rule was to strengthen control of chemical disinfectants like chlorine (the known disinfectant for over 100 years) and the potentially cancer-causing byproducts in drinking water.

The Stage 1 DBP Rules sets limits on two contaminants in drinking water created when chlorine is added to surface water with high levels of Total Organic Carbon (TOC) and Dissolved Organic Carbon (DOC).

The Stage 1 DBP Rules sets limits on two contaminants in drinking water created when chlorine is added to surface water with high levels of Total Organic Carbon (TOC) and Dissolved Organic Carbon (DOC). Total Trihalomethanes (TTHM) and Haloacetic Acids (HAA5) form in chlorinated (a disinfectant) water as a result of the reaction that occurs when chlorine is added to water with high organic materials (decaying leaves, branches, grasses, trees etc.).

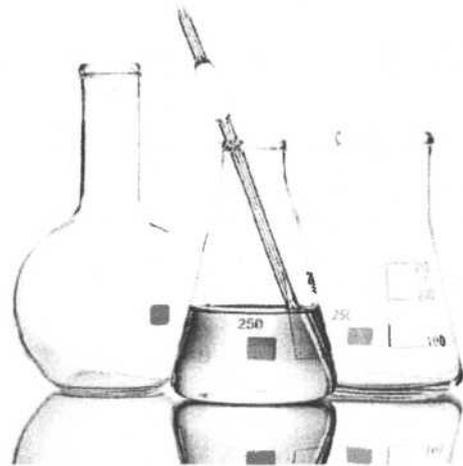
The Stage 2 DBP Rules came into effect during the third quarter of 2014, further tightening the limits set by the Stage 1 DBP Rules, by implementing site specific compliance as opposed to a running annual average.

Louisa County Water Authority (LCWA) remained in compliance, for the most part, with Stage 1 DBP Rules; however, when the stage 2 DBP Rules came into effect, the LCWA found it difficult to impossible to meet the regulation without some combination of water age reduction and Dissolved Organic Carbon removal.

What did we do?

In late 1999, the LCWA and the County of Louisa (County) negotiated Addendum 3 to the Buy-Sell Agreement with the Town of Louisa (Town). In that agreement, the Town agreed to allow a lease for 15 years at no cost to LCWA for the use of the wells and springs owned by Town. The cost to upgrade, maintain and operate the wells and springs would be the responsibility of LCWA and the County. LCWA intended to use the wells and springs as a supplemental source to blend with the Northeast Creek Water Treatment Plant (NECWTP) water. However, during our evaluation in 2010 of the wells, it was determined that the wells were contaminated with Tetrachloroethylene and also influenced by surface water; rendering them unsuitable for human consumption.

In 2004, the first of two outside engineering reviews was conducted. This evaluation consisted of review of the current processes at the plant and distribution system. The evaluation consisted of historical data and treatability studies (jar testing).



In 2009, LCWA contracted for an engineering report to evaluate DBP Reduction and the development of control strategies.

Initially process changes were implemented at the NECWTP including enhanced coagulation (the reduction of pH in the treatment process). 6.2 Standard Units pH was indicated as the desirable level. Higher doses of Alum were also fed. Finally, the chlorine feed was relocated from pretreatment to applied treatment to reduce the contact time between the TOC and the chlorine.

Simulated Distribution System testing (SDS) was conducted on the use of an alternative disinfectant called chloramines. The SDS testing with the use of chloramines did show a decrease in DBPs, but not significantly enough to ensure compliance. The Virginia Department of Health (VDH) determined that due to the operational schedule (start-up and shut-down daily) at the NECWTP, Chloramines would not be a viable option. Chloramines also produce DBPs that are currently unregulated, but will be within the next seven years; those DBPs are known in the utility business as "super bugs" and chloramines can cause corrosion in the distribution system, leading to lead and copper issues.

VDH approved replacing 18" of the anthracite filter media with 18" of granular activated carbon on each of the two final filters. This was done on two separate occasions. The VDH approved going back to anthracite media in the filters because significant results were not being realized.

VDH also approved a chemical addition of Re-OX. The Re-OX was fed into the clear well finished water to help reduce any organic build up in the distribution system that could be adding to the DBP

issues. Re-OX quickly became too costly for the minimal benefit received.

In 2013, an additional PER was commissioned. This PER provided several new options that were unknown or unavailable in 2004. Based on jar testing, operation and distribution evaluations conducted, this PER recommended a smaller water tank to reduce the water age from approximately 30 days to a more appropriate seven to nine days and an Anion Exchange Vessel System. This is a post-treatment or polishing of the water.

Since the engineering firm was only under contract to develop the PER, the implementation of the bid/contract implementation/construction upgrades and pilot testing (required by the VDH) was bid out and a third engineering firm hired.

Before pilot testing the Anion Exchange system, several other, less expensive options were tested.

Our chemical supplier at the time conducted three days of jar testing at the plant with different coagulants with no positive results.

Powdered Activated Carbon (PAC) was used as a pretreatment and fed next to the potassium permanganate. It proved to be of little help in the removal of TOC and DOC, but did aid the treatment process. The PAC was very difficult to feed at a constant rate due to continued pumping issues and the inconsistency of the PAC slurry during the pilot test.

A full scale pilot of chlorine dioxide caused taste and odor issues, as well as elevated the manganese, turbidity and color.

LCWA drilled one well on the NECWTP 14 acre site, but the well water had high levels of iron and manganese, currently being removed from the reservoir water by the water plant, but it was determined that the amount of water needed would be difficult to find on the land owned by LCWA.

Hydrant flushing at the furthest point in the system continues today. Approximately 22,500 gallons of treated water is flushed per day.

The Anion Exchange Vessel system was piloted on five separate occasions with three different resin compounds. The Anion Exchange provided removal to the target level of 1.4 mg/L, but could only sustain that level for two days. After two days, the resin needed to be backwashed and regenerated. The backwash and regeneration created a waste product that would need to be pumped and hauled to the Regional WWTP or a forcemain and pump station would need to be constructed from the NECWTP to the Regional WWTP. Either method of disposal would require a significant cost and capacity used at the WWTP. At the conclusion of the pilot testing, the Anion Exchange system was still considered an option, but not a desirable one.

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Earthtec was fed into the plant's raw water line prior to any other chemical addition to aid in the removal of DOC, minimal results were realized.

A pretreatment with a magnetic resin exchange was also considered. Two separate pilot tests were performed with one covering a 10 day period and the second covering a 5 day period, both with BV of 600 producing a removal level of approximately 1.6 mg/L, just short of the target removal rate specified in the PER. The magnetic resin exchange system also created a waste product that would need to be pumped and hauled or a forcemain and pump station would need to be constructed from the NECWTP to the Regional WWTP. Due to the cost and the cost/impact to treat the byproduct produced for backwash and regeneration of the resin at the Regional WWTP and the marginal removal results, this process was considered unreliable and unable to meet the regulations.

LCWA requested a second opinion from an expert in the field of water treatment or water chemistry. The expert recommended the use of chloramines.

Ozone treatment was considered, but due to the high electrical cost to generate the ozone onsite, the safety concerns associated with ozone and the need to continue adding a disinfectant made the operational costs of ozone also an undesirable alternative.

A Nanofiltration/RO pilot test took place over the course of a month beginning on January 26, 2015. The first two weeks tested the filters with 100% of the piloted flow. The third week tested the pilot flow with a 75%/25%, 50%/50%, and 25%/75% blend. The fourth week tested the pilot flow with a 2/3/1/3 and a 1/3 2/3 blend. The blends offer a reduction in operating costs. All SDS test results have been received and it appears that a 75% nano-filtered water and 25% NECWTP water blend will work to meet the regulations.

LCWA hired another outside consultant, an expert in water chemistry and engineer to evaluate all of the data collected from all of the PERs and pilot tests; he provided his expert opinion to the LCWA April 8, 2015; verifying we reached the most logical

conclusion and confirmed that we have tried everything to meet the regulation.

LCWA has applied for Financial and Construction Assistance Funding through the VDH. Planning, design and implementation are ongoing, but large capital projects take time and money.

On December 8, 2014, a smaller multi-leg storage tank (200,000 gallons) was brought online to replace our large standpipe tank (600,000 gallons). The smaller tank also included mixing and aeration equipment. Water age has been reduced; part of the

problem solved. LCWA is actively working on two Request for Proposals, one for Nanofiltration/RO equipment and one for a general contractor to construct the building to house the equipment and controls. Everyone involved in this process agrees that the Nanofiltration/RO will, or maybe should, remove the DOC to levels that will minimize the opportunity for TTHM and HAA5 to form.

This entire process has been challenging to say the very least, but it is good to finally have a direction! ♠



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Dr. Chuks Ogbonnaya cogbonnaya@me.vccs.edu 276-523-2400 ext. 276	Ms. Rosa-lee Cooke rcooke@me.vccs.edu 276-523-2400 ext. 364
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**Medora Corporation**  
3225 Highway 22 • Dickinson, ND 58601  
Tel: (701) 225-4495 • www.MedoraCo.com



**Quotation for GridBee™ Trihalomethane (THM) Removal Equipment for the Town of Rocky Mount, Virginia**

**Date:** May 26, 2015

**Project #:** 7040

**To:** Bob Deitrich

Town of Rocky Mount Water Dept  
345 Donald Ave, Rocky Mount VA 24151  
bdeitrich@rockymountva.org, 540-483-8830  
540-483-5747 / 540-525-5842

**From:** Michelle McCadden, Medora Corporation Regional Manager, Stillwater, NY  
michelle.m@medoraco.com • 518-541-3543

Darren Tessier, Medora Corporation Sales Engineering Dept., Dickinson, ND  
darren.t@medoraco.com • 866-437-8076

Mr. Deitrich,

Thank you for requesting this quotation. We are very pleased to work with Town of Rocky Mount Water Dept to provide high quality THM removal equipment for your Morningside Tank. This project fits our capabilities well, and we will do everything possible to ensure your project flows smoothly and meets your goals and expectations. If you have any questions, please call any of the Medora representatives shown above.

Best regards,

Darren Tessier  
SolarBee / GridBee Team

For simplification, we have broken this quotation down into sections:

**A. The Floating Spray Nozzle Equipment, Supplemental Mixing Equipment, and Ventilation System.**

**B. The Electrical Supply System.** Medora can supply motor control panels for the THM removal system components, or the City can elect to supply the entire electrical system itself. Please see this section of the quotation for further details.

**C. Sales Terms.**

**Next Steps:** As soon as it is determined this project is moving forward, notify Medora Corp. to avoid a potentially long delivery time.

- a. Since most of this equipment is proprietary to Medora, bidding is generally not required for the City to purchase this equipment, but please consult your local rules. Medora will provide a sole-source letter upon request.
- b. The key part of this equipment, the floating spray nozzle machines and supplemental mixer, are portable equipment. Therefore the City should use a standard purchase order, the same as would be for purchasing parts or other portable equipment. The purchase order should request that factory shipment as soon as possible.
- c. The City Engineer should start working on State permitting requirements for this project as soon as possible.

## **A. THM Removal Equipment.**

### **1. Tank Name & Location**

Rt. 220 South Tank (Morningside Tank), 11637 Virgil H. Goode Hwy, Rocky Mount, VA

### **2. Tank Description**

Rt. 220 South Tank (Morningside Tank) is a 1 MG tank with a 52-foot overflow height, two 24" x 24" hatches, a peak daily flow volume of 400,000 gallons, and maximum fill rate of 800 gpm.

### **3. Description of Existing Water Quality Problems**

Water in this tank has THMs as high as 145 µg/L during peak times, ranging down to a low of 49.7 µg/L during non-peak times.

### **4. Medora Co. Objectives for this Installation**

THM Reduction Note: Design based on maximum usage of 400,000 gpd, a maximum fill rate of 800 gpm and the high THM level listed above. The Floating Spray Nozzle and Supplemental Mixing equipment shown below, is designed to achieve a 45% reduction of THMs in this tank, comparing untreated water entering the tank to treated water leaving the tank.

System Summary: The THM removal system shown in this quotation includes 10-hp of Floating Spray Nozzle equipment, 0.75-hp of supplemental mixing, and 2 hp of blowers with air filter, for a total of 12.75 hp of equipment.

A ventilation air system is required, for the headspace of the tank or clearwell, so that THMs which are volatilized by the nozzles do not re-condense back into the surface of the water.

Of the total hp of equipment, it is expected that 12.75 hp will be operated during peak THM and flows, for five months per year, and 0.75 hp will be operated the other seven months of the year, for an annual average energy usage of 5.8 hp. These figures are estimates only, and will vary based on exact flow volumes and THM levels in the raw water.

**Guaranteed Performance:** Due to a wide range of variables in all city water systems, exact THM reduction levels are impossible to determine in advance of installation. However, Medora guarantees that its THM reduction system will lower the THM concentration in the tank where located, and also lower the THM formation potential downstream. If the Medora equipment does not meet the design criteria throughout the first year following installation, Medora will, at the customer's option, either (1) add additional Medora THM reduction equipment, at the customer's cost for the equipment and at Medora's cost to install it into the tank, or (2) remove its THM reduction equipment at Medora's cost for removal, and refund 70% the cost paid to Medora for the removed equipment.

## 5. Equipment Description

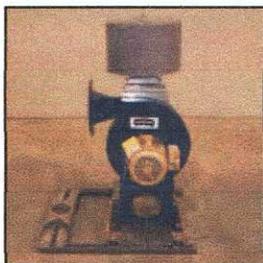
The recommended equipment consists of one (1) SN10 Floating Spray Nozzle machine, one (1) GS-12 mixer for supplemental mixing during non-peak THM times, and one (1) BAF-2hp Ventilation System.



**SN10:** 10-hp floating, grid powered, circulation and Trihalomethane (THM) removal equipment for potable water tanks and reservoirs. Materials of construction include 316 stainless steel frame, nozzle pressure transducer, hardware, fittings, stainless steel pump, ANSI 61 Approved Motor and other NSF Approved Materials. Designed for continuous operation and installed through 24-inch minimum clear roof opening. The spray unit direct flow rate is 660,000 GPD. Operating footprint: 120 inches diameter and a minimum 36 inches headspace required. Shipping crate size: 70 inches length x 46 inches width x 53 inches height. Shipping weight: 700 lbs.



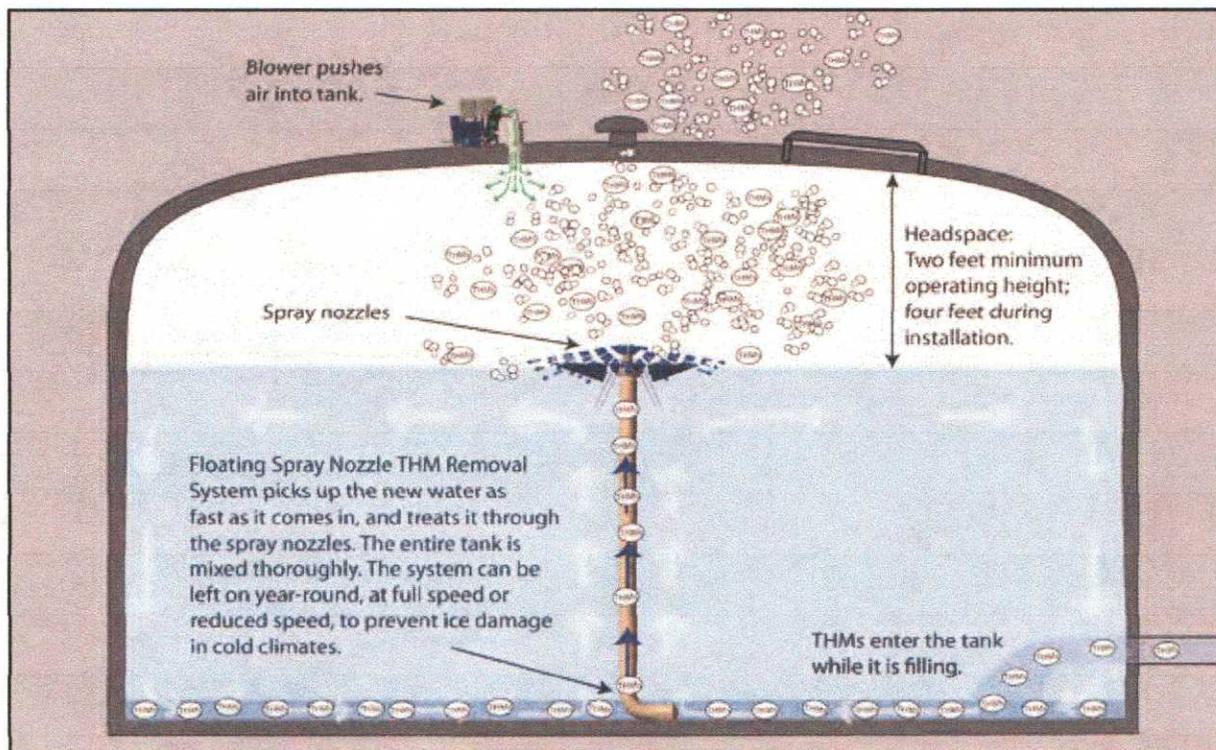
**GS-12:** High-flow submersible mixer, electric, nominal power 0.75-hp, 316 stainless steel and non-corrosion polymer construction. This mixer rests on the tank floor with polymer support pads. It can easily be installed by the factory, contractor or City through a standard hatch with 12" diameter minimum unobstructed clearance. Comes standard with 75' of submersible cable, tank/roof junction box, through tank fitting for the power cord, pigtail & splice kit and shipping box. Operating footprint: 36 inches length x 10 inches width. Shipping box size: 42 inches length x 15 inches width x 10 inches height. Shipping weight: 105 lbs.



**BAF-2hp-3PH or BAF-2hp-1PH Ventilation System.** Turbine blower and air filter unit, for 750 CFM at 8 water column inches. Include baseplate, mounting, 2 hp dual voltage TEFC close-coupled motor, and 5 micron x 1,100 CFM intake air filter. Working dimensions are 36 inches long x 30 inches wide x 48 inches tall. Available in single or three phase. Shipping weight is approximately 250 lbs., in a crate approximately 42 inches length x 36 inches width x 54 inches height.

Operational Design Note: See the System Summary above. During off-peak THM season when maximum THM removal is no longer needed, to save energy the Floating Spray Nozzle equipment can be operated at less intensity, only as needed for compliance, while keeping the low-energy Tank Mixing equipment operating continuously to mix the untreated water with the treated water and to ensure that no untreated water ever leaves the tank.

Note: Below, for illustrative purposes only, is a schematic diagram of a THM Removal System. This quotation is only the in-tank water-handling equipment, namely the Floating Spray Nozzle equipment, any Tank Mixing equipment required (not shown), and the Ventilation System as mentioned above. For information on the other items the City needs to provide, namely the Electrical Supply system, see section B.



## 6. Equipment Cost

Quantity	Equipment Description	Purchase Cost Each	Purchase Cost Total
1	SN10-3P-460 Floating Spray Nozzle machine, described above, 10 hp, 3 phase, 460 volt.	\$49,690	\$49,690
1	GS-12 120v Submersible Mixer, described above, 0.75 hp, 1 phase, 120 volt.	\$8,875	\$8,875
1	BAF-2hp-1PH/3PH Ventilation System, described above, 2 hp, 1 phase/3 phase.	\$6,620	\$6,620
Equipment Subtotal:			\$65,185
Applicable Taxes:			-to be determined -
Factory delivery and placement:			\$23,100
<b>Equipment, Delivery, and Placement Total:</b>			<b>\$88,285</b>

### Medora Scope of Supply for delivery and placement of this equipment:

- a) Manufacture, deliver and place the above equipment into the tank; including supplying any crane or lifting assistance that may be needed. Mount the air through-wall fitting through the roof of the tank. Connect the air drop hose to the interior side of the tank through-wall fitting.
- b) Bring the electric cord from each piece of equipment to the outside of the tank, via a through-wall fitting Medora will supply and install through a tank wall, roof, or vertical side of a raised hatch. The THM spray nozzle unit contains a separate power cord and a separate pressure sensor signal cord, each exiting through the roof.
- c) If the City electrician connects this equipment to the power system while Medora's crew that is placing the equipment is still on site, Medora's crew will assist in startup of this equipment to check for proper motor rotation and to confirm the equipment is operating correctly. If the City electrician cannot make the final electrical connection to this equipment while Medora's crew is on site, then the City will need to start up the equipment without Medora present, which is generally not a problem. However, if the City requests Medora to make a special trip for system startup, then the City must issue a separate purchase order to cover Medora's cost for the special trip.

### Customer Scope of Supply for Medora delivery and placement of the above equipment:

- a) Confirm in advance that the roof can handle the weight loading of the blower(s).
- b) Supply the magnetic starters and electrical connections to the blower(s).

## 7. Special Provisions

All blower system components will have the warranty of the component manufacturer, not Medora's standard warranties for GridBee™ or SolarBee® equipment. Please ask if more information is needed on blower component warranties.

## ***B. The Electrical Supply System.***

Medora can supply motor control panels for the THM removal system components, or the City can elect to supply the entire electrical system itself. One motor control panel is usually needed for each floating spray nozzle machine, supplemental mixer, and air blower. This section has further details on the motor control panels.

### **1. In designing the electrical system, the City should consider or determine:**

- a. Whether the power company's existing neighborhood transformers are adequate for the new load.
- b. The voltage and phase that will be used for each motor.
- c. Whether to use across-the-line starters or soft starts, phase converters, or VFDs.
- d. Where to locate the electrical panels.
- e. Whether to add timers into various motor panels, so that during off-peak THM seasons the Floating Spray Nozzle hours of operation can be reduced for energy savings; this subject is discussed in the "Equipment Description" section of the quotation for Floating Spray Nozzle machines.
- f. Whether to add SCADA and remote controls to some or all motors. Note: Medora does not get involved with adding SCADA to any equipment except GridBee™ or SolarBee® mixers.

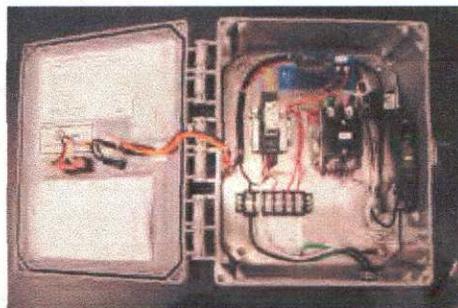
### **2. Specifications of motor control panels and motor protectors that Medora can supply**

Medora can offer the City the following motor control panels and motor protectors for this project. This equipment has a standardized design that meets the basic needs of most industrial users. Because of the standardized design, requests for modifications cannot be accommodated by Medora, though Medora will refer the City to other electrical supply vendors that could possibly accommodate any special requests by the City.

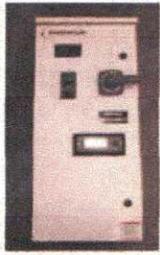
**GS-12 120v Control Panel Specification:** Completely assembled, NEMA 4X enclosure, contactor, control, hinged door with hasp for padlock, Hand-Off-Auto switch, run indicator on exterior of door, 4-20 mA current transducer, 24 VDC relay for automatic operation, complete panel as shipped is UL508A certified.



Motor Control Panel Exterior



Motor Control Panel Interior



Exterior



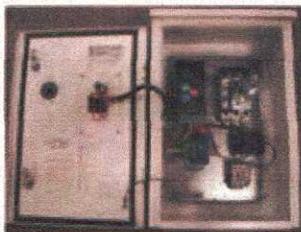
Interior

### **Three-Phase Motor/Pump Control Panel Specification: (SubMonitor Starter)**

Industrial grade construction which includes a door mounted heavy-duty HOA switch, run light, lockable handle for safety, housed in an outdoor rated, gasketed, NEMA 3R enclosure, multi-tap transformer accommodates common voltages and includes integrated secondary protection (no fuses required), surge protection device, 120V control power for field devices, NEMA/IEC rated magnetic contactors feature 2.5 million electrical cycles at full rated current. Service entrance rated UL 489 circuit breaker disconnect provides branch and short circuit protection. Integrated electronic motor and pump protection with Class 10 electronic overload, underload (dry-run protection), over/under voltage, current phase unbalance, cycle fault, reverse phase through the onboard SubMonitor three-phase motor protection device with door mounted display. SubMonitor records up to 502 faults, records changes to parameter settings, records total pump operating time. A door mounted pressure LCD digital panel display meter with built in 24VDC power supply is included. All components UL/CUL certified, and the complete panel as shipped is UL508A certified. Operating Temp of -4° to 140°F (-20° to 60°C), 10% to 95% non-condensing relative humidity. Dimensions: 32"H x 15"W x 10"D.



Exterior



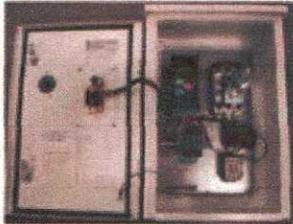
Interior

### **Single-Phase Blower Control Panel Specification: (Intelligent Pump Starter)**

Industrial grade construction which includes a door mounted heavy-duty HOA switch, run light, lockable handle for safety, housed in an outdoor rated, gasketed, NEMA 3R enclosure, multi-tap transformer accommodates common voltages and includes integrated secondary protection (no fuses required), surge suppressor, 120V control power for field devices, NEMA/IEC rated magnetic contactors feature 2.5 million electrical cycles at full rated current. Service entrance rated UL 489 circuit breaker disconnect provides branch and short circuit protection. Includes SmartStart™ Motor Protection with Integrated Tru-power™ electronic motor and pump protection featuring a wide-range, adjustable, class 5-30 electronic overload, and provides superior motor protection from over/under power (dry-run), over/under voltage protection, voltage phase loss, voltage and current unbalance, stalled/locked rotor, cycle fault, and ground fault (UL 1053 certified). Includes built-in power monitoring and fault logging for easy troubleshooting to view voltage, current, power factor, and more through an intuitive display and records the last 15 fault types with power condition values, stores how many times each fault type has occurred (up to 255 count), and logs changes to parameter settings. All components are UL/CUL certified, and the complete panel as shipped is UL508A certified. Operating Temp of -5° to 140°F (-20° to 60°C), 5% to 95% non-condensing relative humidity. Dimensions: 22"H x 15"W x 10"D.



Exterior



Interior

**Three-Phase Blower Control Panel Specification: (Intelligent Pump Starter)**

Industrial grade construction which includes a door mounted heavy-duty HOA switch, run light, lockable handle for safety, housed in an outdoor rated, gasketed, NEMA 3R enclosure, multi-tap transformer accommodates common voltages and includes integrated secondary protection (no fuses required), surge suppressor, 120V control power for field devices, NEMA/IEC rated magnetic contactors feature 2.5 million electrical cycles at full rated current. Service entrance rated UL 489 circuit breaker disconnect provides branch and short circuit protection. Includes SmartStart™ Motor Protection with Integrated Tru-power™ electronic motor and pump protection featuring a wide-range, adjustable, class 5-30 electronic overload, and provides superior motor protection from over/under power (dry-run), over/under voltage protection, voltage phase loss, voltage and current phase unbalance, stalled/locked rotor, cycle fault, ground fault (UL 1053 certified), and voltage phase reversal. Includes built-in power monitoring and fault logging for easy troubleshooting to view voltage, current, power factor, and more through an intuitive display and records the last 15 fault types with power condition values, stores how many times each fault type has occurred (up to 255 count), and logs changes to parameter settings. All components are UL/CUL certified, and the complete panel as shipped is UL508A certified. Operating Temp of -5° to 140°F (-20° to 60°C), 5% to

### 3. Cost of electrical equipment that can be supplied by Medora

Quantity	Description	Purchase Cost Each	Purchase Cost Total
----------	-------------	--------------------	---------------------

For the Floating Spray Nozzle machine(s) referred to in Section A. :

1	10-HP, Three-Phase Motor/Pump Control Panel. Dimensions: 32 inches tall x 15 inches wide x 10 inches deep. FOB Medora factory in Dickinson, ND	\$2,400	\$2,400
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For the Mixer(s) referred to in Section A. :

1	MP-1HP-1P-120 GS-12 120v Motor Control Panel. Dimensions: 10 inches tall x 8 inches wide x 4 inches deep. FOB Medora factory in Dickinson, ND	\$1,070	\$1,070
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For the Blower(s) or Fan(s) referred to in Section B.:

1	2-HP 1ph or 3ph Blower Control Panel. Dimensions: 22 inches tall x 15 inches wide x 10 inches deep. FOB Medora factory in Dickinson, ND	\$1,800	\$1,800
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<b>Total Cost:</b>			<b>\$5,270</b>
--------------------	--	--	----------------

Applicable Taxes: To Be Determined			
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Note: If City changes voltage or phase of above equipment, panels of many other hp and voltage ratings can also be supplied. Call for pricing for any size of motor control panel not shown above.

### 4. Special Provisions

All electrical panels will have the warranty of the manufacturer, not Medora's standard warranties for GridBee™ or SolarBee™ equipment. Please ask if more information is needed on warranties.

## C. Sales Terms.

The below sales terms apply to this quotation in its entirety:

**A. Equipment Purchase, Not a Construction Project:** This equipment is portable, and can be easily relocated or removed entirely from the premises at any time. It does not become an integral part of any building or other structure, or part of "real estate." Therefore, to purchase it, the City should use the same procedure as for purchasing other portable equipment, such as a forklift, a drill press, or an office desk. Medora reserves the right not to accept an order if the purchase is incorrectly characterized as a "construction" project." Medora has not found any State or other jurisdiction where construction or contractor statutes apply to portable equipment that is sold by a factory, with on-site final assembly and placement performed by factory personnel.

**B. Assumptions:** This quotation may be based on worksheets, calculations or other information that has been provided by the City. The City should bring to Medora's attention any discrepancies, errors in data, or false assumption that Medora may have made while preparing this quotation.

**C. Expiration:** This quotation expires in 90 days, or on the date of any new quotation for this project, whichever is sooner.

**D. Delivery Time:** Delivery is scheduled at time of order, and is usually between 90 and 150 days.

**E. Payment Terms:** For a federal, state, or local government purchaser with a good credit rating, full payment is due in US dollars 30 days after invoice date, which is generally the date when the goods leave the Medora factory. For a non-government purchaser, full payment must be made by credit card or cashier's check before the goods leave the Medora factory though, in some cases, based on availability of a payment bonding or a bank Letter of Credit, 30 day credit terms may be extended upon special request by the purchaser. If there are any issues with these payment terms, please do not rely on this quotation until the issues have been resolved with Medora.

**F. Add for Taxes and Any Governmental Fees:** Except as indicated above, no taxes, tariffs or other governmental fees are included in the quote shown above, nor are there any costs added for special insurance coverage the customer may require. It is the customer's responsibility to pay all local, state, and federal taxes, including, sales and use taxes, business privilege taxes, and fees of all types relating to this sale, whether they are imposed on either Medora or the customer, or whether these taxes and fees are learned about after the customer orders the equipment. The customer's purchase order should indicate any taxes or fees due on equipment and/or services, and whether the customer will pay them directly to the governing body or include the tax payment with the purchase for Medora to submit them to the governing body.

**G. Add for Special Insurance Requirements:** Medora Corporation maintains adequate liability and workman's compensation insurance to generally comply with its requirements for doing business in all fifty U.S. states, and will provide at no charge certificates of insurance when requested. However, if additional insurance or endorsements beyond the company's standard policy are required by the customer, then the costs of those additional provisions and/or endorsements will be invoiced to the customer after the costs become known.

**H. Add for Special Training, Safety, Signage, or Other Requirements:** Medora has a very strong safety training program for its employees. If any special training classes for Medora personnel are required by the customer, please notify Medora well in advance. The cost of this training will be added to this quotation or invoiced to the customer separately. The same applies to any other special requirements the customer may have, including providing of project signage or any other requirement.

**I. Safe and Accessible Tank Condition Required.** This quotation is based on the best information made available to us by the above date. If this equipment is ordered, Medora's engineering and installation team will need detail information and photographs to plan the installation. If the detail information changes the installation scope significantly, Medora reserves the right to withdraw or alter this quotation, even if the equipment has already been ordered. To avoid surprises, the City should supply detailed tank information and photos as soon as possible. To ensure the safety of Medora's installation crews, it is the City's responsibility to make sure that all antennas (radio, cell phone, other) located at or near the tank site are inactivated during the installation and/or service of this equipment.

**J. Customer to Follow Medora's Maintenance and Safety Guidelines:** The customer agrees to follow proper maintenance, operating, and safety instructions regarding the equipment as contained in the safety manual that accompanies the equipment or is sent to the customer's address.

**K. Regulatory Compliance.** The customer must comply with all applicable Federal and State governmental regulations. It is the customer's sole responsibility to inquire about governmental regulations and ensure that GridBee and SolarBee equipment is deployed and maintained so as to remain in compliance with these regulations and guidelines, and to hold Medora harmless from any liability caused by non-compliance with these regulations and guidelines.

**L. Medora Corporation's Limited Replacement Warranty:** Medora Corporation has the best parts and labor warranties that we are aware of in the industry. The details of the Warranty which applies to this project are either attached to this document or are available at: <http://potablewater.medoraco.com/potablewater/product-information>

**M. Other Limitation of Liability.** Many of the employees at Medora Corporation have extensive scientific and practical knowledge relating to solving water quality problems. From time to time, they may offer solicited or unsolicited advice, ideas, judgment or opinions on how to deal with certain situations, none of which offers a guarantee of future events. Due to the many factors, complexity and uncertainty involved in solving water problems, the City agrees to release Medora Corporation and its affiliates, employees and agents from and against any and all claims, liabilities, costs and expenses which the City may incur or become subject to related to or arising out of any services or products furnished by Medora Corporation to the City, except to the extent that any claim, liability or expense results from the gross negligence or intentional misconduct of Medora as determined in a final judgment by a court of competent jurisdiction. In no event will Medora Corporation or its affiliates be liable for any damages caused by failure of buyer to perform buyer's responsibilities or for failure to follow Medora Corporation's advice. In no event will Medora Corporation or its affiliates be liable for any lost profits or use or other punitive, special, exemplary, consequential, incidental or indirect damages, however caused, on any theory of liability, whether or not Medora Corporation has been advised of such damages, or reasonably could have foreseen the possibility of such damages, or for any claim against buyer by another party.

**N. To Accept This Quotation**

**To order the equipment**, please issue a purchase order to Medora Corporation, 3225 Hwy. 22, Dickinson, ND 58601. The purchase order can be mailed to the address above, faxed to 866-662-5052, or emailed to the home office at [orderprocessing@medoraco.com](mailto:orderprocessing@medoraco.com). The purchase order should refer to the date of this quotation, and will be assumed to include this entire quotation by reference.

If purchase orders are not utilized, please sign and date below, provide billing information, and fax to 866-662-5052 or email to [orderprocessing@medoraco.com](mailto:orderprocessing@medoraco.com).

Signing below acknowledges acceptance of this quotation. Please indicate which of the following options have been chosen:

Proposal Date: May 26, 2015

Project #: 7040

Section A - THM Spray Nozzle and Ventilation System

Section A - Supplemental Mixer (GS-12-120v mixer)

Section B - Electrical Supply System

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Title



RESOLUTION NO.: **D2016.004**

**TOWN OF ROCKY MOUNT  
SUPPLEMENTAL APPROPRIATION RESOLUTION  
FOR THE FISCAL YEAR ENDING JUNE 30, 2016**

**WHEREAS**, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2015 through June 30, 2016, hereafter known as FY 2016; and

**WHEREAS**, due to regulatory changes in allowable disinfection byproducts (DBP), the Town is in danger of falling out of compliance with Virginia's drinking water standards, and,

**WHEREAS**, the biggest source of DBPs is the slow turnover in the water stored in the one million gallon tank on 220 South and staff recommends addressing the accumulation of DBPs by fitting the tank with a mixing and aeration system costing approximately \$135,000,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of Rocky Mount does hereby appropriate the following supplemental adjustment for FY 2016:

Account 05.5005.0000.0000.7010 (distribution lines capital)	\$135,000
Account 05.6900.0000.0000.9959 (utility capital contingency)	\$135,000

**GIVEN UNDER MY HAND, THIS 10<sup>TH</sup> DAY OF AUGUST 2015:**

This resolution shall become effective immediately upon its adoption.

**TOWN OF ROCKY MOUNT, VIRGINIA**

By: \_\_\_\_\_  
Steven C. Angle, Mayor

The undersigned clerk of the Town of Rocky Mount, Virginia hereby certifies that the foregoing instrument constitutes the true and correct resolution duly adopted at a meeting of the Town Council held on June 8, 2015. I hereby further certify that a quorum was present for the meeting and that the minutes of such meeting reflect the attendance of the members, and the voting on the foregoing resolution was as follows:

MEMBERS	ATTENDANCE	VOTE
Bobby M. Cundiff		
P. Ann Love		
Robert L. Moyer		
Jon W. Snead		
Billie W. Stockton		
Gregory B. Walker, Vice Mayor		
Steven C. Angle, Mayor		

**WITNESS MY HAND** and the seal of the Town of Rocky Mount, Virginia, this the 10<sup>th</sup> day of August, 2015.

(SEAL)

By: \_\_\_\_\_  
Stacey B. Sink, Town Clerk

DRAFT

**Overview of HB2 and Commonwealth of Virginia transportation project funding**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens**     **Consent Item**     **Old Business**     **New Business**  
 **Committee Report**     **Other**

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	Josh Gibson, Town Planner
BRIEF SUMMARY OF REQUEST:	House Bill 2 (HB2) implements a ranking tool to help the Commonwealth Transportation Board (CTB) determine which transportation projects will be funded throughout the Commonwealth. Details are included in the attached memo.
ACTION NEEDED:	None. Informational only.

Attachment(s): (1) Memo from town planner.

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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TOWN OF ROCKY MOUNT  
345 DONALD AVE.  
ROCKY MOUNT, VIRGINIA 24151

540.483.0907  
FAX : 540.483.8830

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WWW.ROCKYMOUNTVA.ORG



TOWN COUNCIL  
STEVEN C. ANGLE, *MAYOR*  
GREGORY B. WALKER, *VICE MAYOR*

BOBBY M. CUNDIFF      BOBBY L. MOYER  
P. ANN LOVE            JON W. SNEAD  
BILLIE W. STOCKTON  
JOSH GIBSON  
*Town Planner*

## MEMORANDUM

To:            Town Council  
From:        Josh Gibson, Town Planner  
Date:        August 6, 2015  
Re:            **HB2 Overview**

House Bill 2 (HB2) implements a ranking tool to help the Commonwealth Transportation Board (CTB) determine which transportation projects will be funded throughout the Commonwealth. Concurrently, VTrans 2040—Virginia’s long-range multimodal transportation plan—is also in the process of being developed and updated. VTrans 2040 will help form the basis for House Bill 2, and a new construction project can only be submitted through the House Bill 2 process if it addresses a need identified in VTrans 2040.

Transportation projects may be submitted for HB2 funding consideration via four categories: (1) **Urban Development Areas (UDAs)**, (2) **Corridors of Statewide Significance**, (3) **Regional Networks**, and (4) **Safety**. Many Town projects will already qualify under #2 above as the state long-range plan currently designates the North Carolina to West Virginia Corridor (US 220) a Corridor of Statewide Significance. We are currently also exploring UDAs, per Council’s direction, in order to increase project competitiveness.

We are currently beginning the first ever funding cycle for HB2. Based on past direction from Council, staff anticipates submitting an application for the previous Six-Year Improvement Plan project addressing alignment concerns at the Pell Ave/Main St/Franklin St intersection. Staff is working with VDOT officials to develop and complete an application for project funding. The solicitation period is August 1 through September 30, after which project screening and evaluation will begin.

**Review and consideration of request of Warren Street Festival for parking space reservations for car show during annual event**

ITEM(S) TO BE CONSIDERED UNDER:

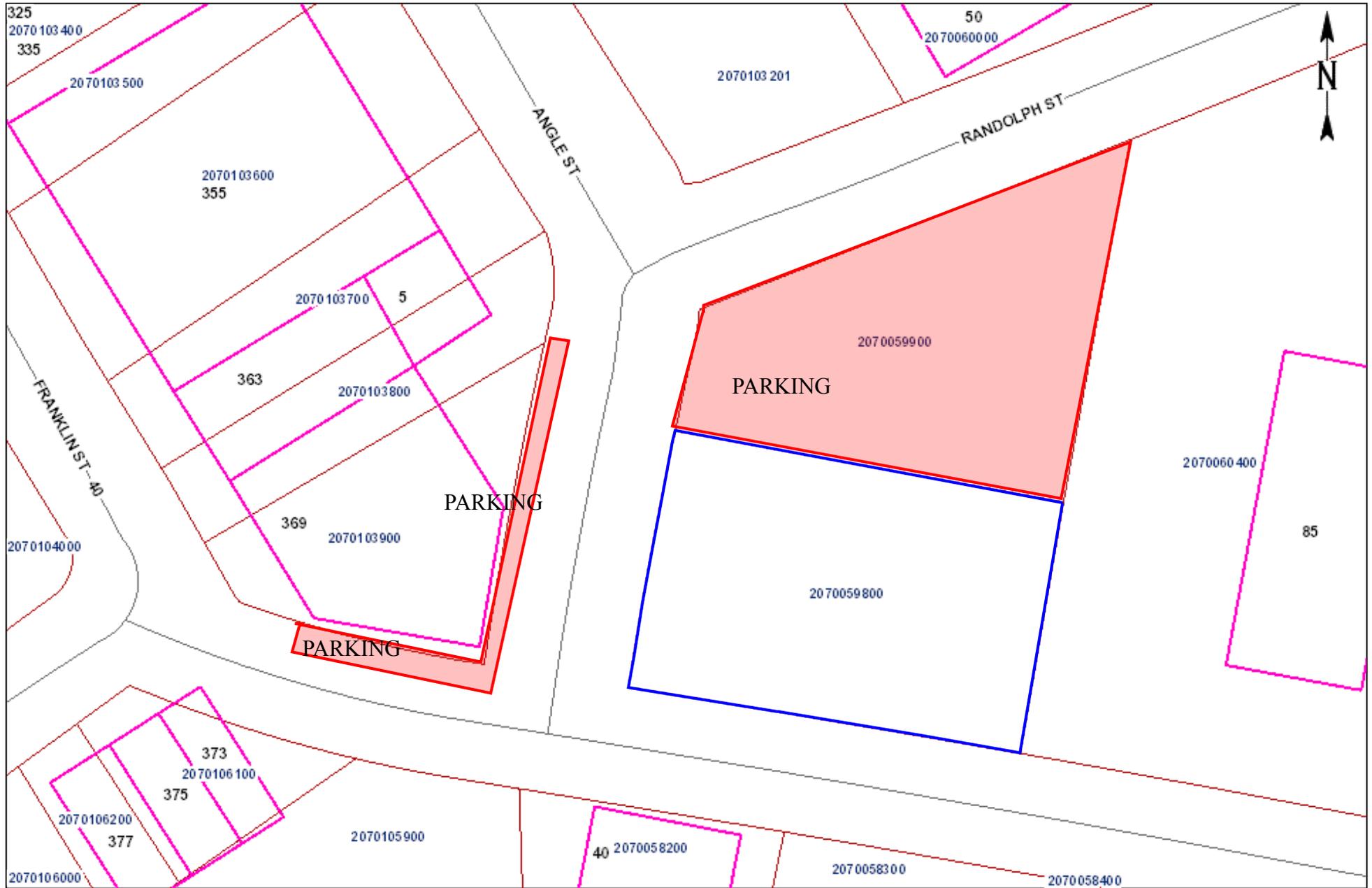
- Hearing of Citizens   
  Consent Item   
  Old Business   
  New Business  
 Committee Report   
  Public Hearing   
 Other

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Warren Street Festival is scheduled for the 3<sup>rd</sup> weekend in August and as part of the event, Saturday's (August 15) festivities will include an antique car show. Event organizer, Darlene Swain, is requesting permission to reserve parking spaces along West Church Street (beside Stellar One Bank), turning left on Randolph Street, and in the town-owned parking lot beside the bank drive-thru. Ms. Swain is not asking for any street closures. Spaces will need to be reserved from 7 a.m. until 1 p.m.</p> <p>The town manager has asked the police department to review Ms. Swain's parking reservation request and to work out the details with her prior to Monday's meeting.</p>
ACTION NEEDED:	Approval or denial of parking reservation request.

Attachment(s): (1) Map of requested parking reservation area.

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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### Franklin County, VA

**Disclaimer:** The information contained on this page is NOT to be construed or used as a survey or 'legal description'. Map information is believed to be accurate but accuracy is not guaranteed.

### Reserved Parking Request - Warren Street Festival - Saturday August 15, 2015 7-1

<http://www.webgis.net> Anderson & Associates, Inc. <http://www.andassoc.com>

init: start  
init: done

**Review and consideration of award of FY2016 Paving Contract to Patterson Brothers Paving**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens   
  Consent Item   
  Old Business   
  New Business  
 Committee Report   
  Public Hearing   
  Other

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Town has bid out its paving work for the current fiscal year. A copy of the street list is attached.</p> <p>The responsive bids include:</p> <p>1) Patterson Brothers Paving: \$402,290.25 with South Main Parking Lot at \$14,224.00 and \$120.00 per ton</p> <p>2) JC Joyce Trucking &amp; Paving Co.: \$456,735.00 with South Main Parking Lot at \$16,900.00 and \$135.00 per ton</p> <p>Staff recommends awarding the current year paving contract to Patterson Brothers Paving and asks Council's approval to issue a notice of award to them so that the required bonding can be put into place.</p> <p>We have an excellent history with this paving contractor and will work closely with them to ensure another year of quality paving for our Town.</p>
ACTION NEEDED:	Authorize staff to accept Patterson Brothers Paving bid and to issue notice of award.

Attachment(s): (1) List of streets to be paved.

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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**Report of the Public Utilities Committee for meeting held on July 22, 2015**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens**   
 **Consent Item**   
 **Old Business**   
 **New Business**  
 **Committee Report**   
 **Public Hearing**   
 **Other**

FOR COUNCIL MEETING DATED:	August 10, 2015
----------------------------	-----------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Public Utilities Committee met on July 22, 2015 to consider the request of Mr. Deitrich for access to the Utility Capital fund to address the proposed aeration and mixing system for the South 220 tank and to review the recent changes to the Town’s refuse collection operation.</p> <p>Mr. Deitrich’s request has been raised under Old Business.</p> <p>The Committee directed staff to tweak the refuse collection process such that:</p> <ul style="list-style-type: none"> <li>-Lids are not required</li> <li>-Warnings only will be given out until such time as the process is fully developed and communicated</li> </ul> <p>Complaints that are being received at this point only relate to the following:</p> <ul style="list-style-type: none"> <li>-Citizens that wish to use 96 gallon cans</li> <li>-Citizens that wish to use 50 gallon cans as they are the size commonly available</li> <li>-Citizens that wish to use no can due to terrain issues</li> </ul> <p>Staff believes that a 50 gallon can may be used. A 96 gallon can would require the use of a device called a “flipper.” This device would need to be installed on the refuse collection truck at a cost of \$6,000, but this would be a dramatically slow collection process. The committee was reluctant to give out terrain specific exemptions for the use of a can due to the fact that one neighbor would see another not using a can and believe that it was no longer required.</p> <p>The current plan is to fold in any changes and adjustments offered by Council and continue the warning process until such time as Council feels the issues have been addressed and that it is appropriate to issue fines.</p> <p>An earlier memo on refuse collection is attached, indicating that larger cans could be used if the citizens would accept an additional \$1.50 a month on the refuse collection bill to pay the</p>

	debt service on a truck and a can for each household.
<b>ACTION NEEDED:</b>	None.

Attachment(s): (1) Refuse collection memo

**FOLLOW-UP ACTION:**  
(To be completed by Town Clerk)

TOWN OF ROCKY MOUNT  
345 DONALD AVE.  
ROCKY MOUNT, VIRGINIA 24151

540.483.7660  
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WWW.ROCKYMOUNTVA.ORG



TOWN COUNCIL  
STEVEN C. ANGLE, MAYOR  
GREGORY B. WALKER, VICE MAYOR

BOBBY M. CUNDIFF      BOBBY L. MOYER  
P. ANN LOVE            JON W. SNEAD  
BILLIE W. STOCKTON

C. JAMES ERVIN  
Town Manager

## MEMORANDUM

**DATE:** July 22, 2015  
**TO:** Rocky Mount Town Council  
**FROM:** C. James Ervin, Town Manager *CJE*  
**RE:** Refuse Collection

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In the current year we project refuse collection charges totaling \$89,000. We also project expenses for this operation at \$202,000 without factoring in tipping fees which are bartered for in exchange for treating the landfill's leachate. The chief reason for the operation deficit is the Town's objective of providing a low cost service that encourages the citizens to keep a clean and beautiful community.

The enforcement of the existing rules is designed to help us collect trash safely and efficiently.

Other options can be considered if Council is interested in funding them:

### Option 1:

Town issued 96-gallon cans with a truck designed to pick them up. A "one armed bandit" truck would cost \$250,000 and 96-gallon cans for all customers would cost \$112,500, for an implementation cost of \$362,000. Assuming a ten year financing cycle, the yearly debt service for such an investment would be \$40,000. If factored into each customer's bill, this would be an additional \$1.40 a month dedicated to this service. This would be a permanent increase as the equipment would need to be replaced every ten years.

### Option 2:

Town issued 45-gallon cans. Assuming a bulk cost of \$30 for a 45-gallon can with an attached lid, Town issued cans would cost \$72,000. The Town could issue the first can and charge fair market value for additional cans.

**Option 3:**

Outsourcing the service. It is typical for localities to outsource waste collection. There are two vendors that service communities near us, and they provide the cans and collect them once a week.

I recommend that the Town consider option one as we are scheduled to replace our 1986 refuse collection truck in 2017 at an estimated cost of \$175,000. Replacing this truck early and going to a standardized trash can would be one way to keep the community looking good and retaining control over the costs of this service.

CJE/sbs

**Report of the Public Facilities and Special Events Committee for meeting held on August 5, 2015**

ITEM(S) TO BE CONSIDERED UNDER:

- Hearing of Citizens   
  Consent Item   
  Old Business   
  New Business  
 Committee Report   
  Public Hearing   
  Other

FOR COUNCIL MEETING DATED:	August 10, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Public Facilities and Special Events Committee met on August 5th to consider the staff's request to initiate a shop in Rocky Mount event involving a special booking at the Harvester whereby tickets could only be obtained by shopping at our local retailers.</p> <p>Mr. Moyer, Chairperson, was opposed to the concept and suggested that the Town not undertake this but instead waive the Town's meals tax for the month of December. Staff and the other committee members were not supportive of this as it would cost the Town and estimated \$125,000 and not be a direct incentive to those outside our Town to come and shop in Rocky Mount. An alternate suggestion from Mr. Moyer was to re-use the "5 on Us" campaign that was used in the past. This campaign allowed Town residents to pick up a \$5.00 gift certificate in public places that local retailers accepted as cash and then turned in to the Town for payment. Staff suggested that if this approach was followed that the gift certificates should be only available to non-town residents as our goal this year was to bring new shoppers into Town.</p> <p>Staff reported that a number of businesses and citizens had responded positively to the proposed Harvester event that would encourage local shopping. Mr. Moyer indicated that the principle reason he opposed the concept is that it involved using Town funds to orchestrate the event and that he viewed this as a subsidy to the Harvester and that he believed the increase in meals tax and BPOL revenue seen by the Town since the opening of the Harvester was not due to the economic impact of the Harvester but was a natural growth of Town revenue.</p> <p>Other committee members indicated that the event as proposed was a good idea but they wanted some tweaks to avoid abuse. Specifically:          -Tickets should be available to business throughout Town, not just in the Uptown/Downtown area</p>

-Though we support our food service businesses, the investment in the Harvester itself is enough of a stimulus for them and that this event should focus on retail establishments over food service establishments

-All retailers should have the same criteria for giving out the tickets (sales over \$100 for example) and that they should be required to report the name of the shopper who won the ticket in order to discourage simply using the tickets for other purposes

These suggestions can be rolled into the proposal.

The proposed plan is as follows:

- The Town underwrites the booking and advertising of a significant show to be named later. The event would feature an artist whom is likely to be a significant regional draw.
- Local retail non-food related businesses with gross sales over \$50,000 a year would be asked to participate in the program (with those under the \$50,000 threshold being allowed on a case-by-case basis if they are a new business or can demonstrate that they have a viable storefront operation in Town).
- 450 tickets would be distributed to those vendors who participate in a ratio fashioned based on total sales.
- Once the event kicks off, after due advertising for the “Shop in Rocky Mount for Christmas” event, the retailers participating would give the first shoppers in their establishment that spent over \$100 a pair of tickets to the event.
- Staff would maintain a list of participants and the number of tickets still available on the Town’s website as well as the Harvester’s website so interested parties could know where to shop in order to come to the event.
- Un-awarded tickets would be returned to the Town by a certain date to allow for direct purchase or re-assignment to retailers that had a need for additional tickets.
- Retailers would have to report to the Town the name, address and purchase total for the individual that won the tickets, to avoid simply giving the tickets away outside of the event rules.

The core portion of the plan is that there will be a significant musical event in Rocky Mount near Christmas, this event will be sought after by those throughout our region, and the only way to get access to the event is to shop in Rocky Mount.

Facts to consider regarding this are:

There are 141 retail business in Rocky Mount

29 of these are food service

23 of these are under \$50,000 annually in gross sales

<b>ACTION NEEDED:</b>	Approve or deny staff's request and the committee's recommendation as requested.

Attachment(s): None.

**FOLLOW-UP ACTION:**  
(To be completed by Town Clerk)