



**ROCKY MOUNT TOWN COUNCIL**  
**AGENDA**  
**REGULAR COUNCIL MEETING**  
TO BE HELD IN COUNCIL CHAMBERS  
ROCKY MOUNT MUNICIPAL BUILDING  
345 DONALD AVENUE  
ROCKY MOUNT, VIRGINIA  
**DECEMBER 11, 2017**  
**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. Special Use Permit for Stepping Stone Mission
  2. Variance Regulations
- VI. Approval of Draft Minutes
  - November 13, 2017 – Regular Meeting Minutes
- VII. Approval of Consent Agenda
  - Miscellaneous Action (*none at this time*)
  - Miscellaneous Resolutions/Proclamations (*none at this time*)
  - 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 (*none at this time*)
- X. New Business
  1. Franklin County Parks & Recreation Chug for the Jug
  2. Goodwill Industries Parade on December 15, 2017
- XI. Committee Reports
  1. Community & Economic Development Committee
- XII. Referrals to Planning (*none at this time*)

- XIII. Other Matters, Concerns and Rise 'N Shine Appearances
- XIV. Closed Meeting and Action (*none at this time*)
- XV. 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.

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	December 11, 2017
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STAFF MAKING REQUEST:	Jessica Heckman, Town Planner
BRIEF SUMMARY OF REQUEST:	<p>Public Hearing regarding a request for a special use permit by Stepping Stone Mission.</p> <p>Stepping Stone Mission, represented by Joanne Patterson, has applied for a special exception permit in order to operate a soup kitchen on North Main Street property zoned as GB. If approved, the applicant intends to lease the property for three years with option to buy at the end of the third year. Staff has reviewed the application and recommends approval, as does the Planning Commission with a (7-0) vote. This application has been advertised in the Franklin News-Post as required by law, and the public hearing notice has been posted on the site.</p>
ACTION NEEDED:	Approve or deny

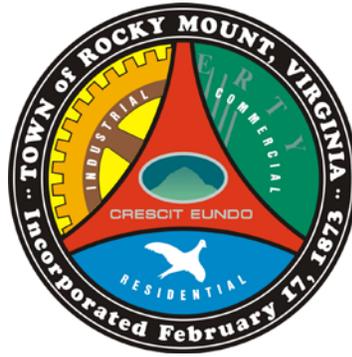
Attachment(s): Yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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TOWN COUNCIL  
STEVEN C. ANGLE, *MAYOR*  
GREGORY B. WALKER, *VICE MAYOR*

BOBBY M. CUNDIFF                      BOBBY L. MOYER  
MARK H. NEWBILL                      JON W. SNEAD  
BILLIE W. STOCKTON

JESSICA H. HECKMAN  
*Town Planner*

## STAFF REPORT

**PETITIONER:** Stepping Stone Mission  
**REQUEST:** Special Exception/Use Permit in the GB(General Business District) in order to operate a soup kitchen  
**LOCATION:** 1105 North Main Street, Rocky Mount, VA  
**HEARING DATE:** Planning Commission, December 5, 2017  
Town Council, December 11, 2017  
**TAX PARCEL:** 2040033900

### PLANNING COMMISSION PUBLIC HEARING SUMMARY

On December 5, 2017, the Town of Rocky Mount Planning Commission held a site visit and a public hearing for the above-listed Special Use Permit application. The town planner gave a summary of the staff report and recommended approval of the special use permit based on compliance with the Comprehensive plan and the benefit it provides town citizens in need of nutrition assistance. The applicant's representative was present and answered questions from the commission. Public comments included seven citizens who expressed their gratitude to Joanne Patterson for the work she has done in the town and how the soup kitchen serves many families on a daily basis and needs a more visible, more accessible location. All citizens that spoke were in favor of the applicant.

The motion to approve the rezoning was approved (7-0).

### EXECUTIVE SUMMARY:

Stepping Stone Mission, represented by Joanne Patterson, has applied for a special exception permit in order to operate a soup kitchen on North Main Street property zoned as GB.

If approved, the applicant intends to lease the property for three years with option to buy at the end of the third year.

Currently, the soup kitchen is co-located with the American Legion Hall at 565 Diamond Avenue, where it operates under a special use permit limiting the operation to lunchtime service. The soup kitchen regularly reports its utilization to town staff. This application has been advertised in the Franklin News-Post as required by law, and the public hearing notice sign been posted on the site.

### I. APPLICABLE REGULATIONS:

#### DEFINITIONS

**GENERAL BUSINESS DISTRICT GB, Statement of Intent-** *This district covers that portion of the community intended for the conduct of general business to which the public requires direct and frequent access and is characterized by heavy traffic, and noise and congestion of people and passenger vehicles. This district includes numerous commercial activities serving the needs of the community such as retail stores, business offices, restaurants and garages, located predominantly on primary arteries.*

### **5-3. USES NOT PROVIDED FOR (applicable here):**

5-3-1. A use not provided for is a use that is not included within the text of the permitted district uses. Because of their nature and anticipated impact, these uses require a review by the commission and governing body before approval is granted. Uses not provided for are treated as a zoning amendment and the town council hereby reserves unto itself the right to approve or disapprove uses not provided for.

### **II. EXISTING CONDITIONS:**

The building is currently used as a bakery, but the current lease will expire December 2017 and will not be renewed according to the property owner. The building is approximately 2400 square feet and has approximately 25 available parking spaces. According to the applicant, the soup kitchen currently averages less than 10 vehicles per day. Most of the citizens that utilize the soup kitchen do not own vehicles and either walk or carpool.

### **III. PROPOSED CONDITIONS:**

If approved, the soup kitchen will relocate operations from its current Diamond Avenue location to the North Main Street location, abandoning its goal to locate on hillside CBD property it owns between Uptown and Downtown. The applicant intends to complete a full renovation of the interior of the property to maximize space for clients. The applicant has an agreement with the owner to lease the property for three years with the option to purchase the entire property at the end of the third year. According to the Town of Rocky Mount Zoning Ordinance, a soup kitchen is not a use provided for in the GB - General Business District. The zoning administrator has determined that the proposed use of "soup kitchen" falls under "Uses not provided for" which require a special exception permit.

### **IV. CONFORMANCE WITH COMPREHENSIVE PLAN:**

Our Comprehensive Plan calls for the encouragement and support of healthy living initiatives that improve health and quality of life for residents. The relocation of the soup kitchen will provide a more accessible, more visible location that will help serve more of the community in need. According to the applicant, the proposed location is in close proximity to the Goodwill and Piedmont Community Services, both of which serve many of the same area residents as the soup kitchen.

### **V. STAFF ANALYSIS**

Staff generally supports granting the special use permit. It is in alignment with our Comprehensive Plan, and helps meet the needs of many residents by providing a location more easily reached on foot from many parts of town, solving a transportation problem for those in need of nutrition assistance. Being more visible and more accessible allows the soup kitchen to reach more citizens in need.

In making decisions on this matter, Planning Commission and Town Council should consider proximity to employment services, public safety and community assets and nearby businesses as positive for this charitable enterprise.

While the bodies are discussing the same entity that holds a special use on Diamond Avenue, the proposed environment for the new soup kitchen location differs in that it is not a neighborhood, is on a four-lane highway, is very near public safety assets and is in a business environment where additional traffic merits little or no regard; therefore, time constraints for food service should be less of a concern.

If the soup kitchen called itself The Penny Kitchen and served meals to its customers for one cent, this use would be a use by right and we would not be holding any public hearings. The difference is that this user proposes to give away food to needy clients. Regardless of the price, the facility must meet the same food safety and preparation standards, pass regular Health Department inspections and meet parking requirements.

Additional zoning and regulatory issues the applicant and property owner will need to address include:

- Professional hooding of the "Jones Produce" canopy signage or replacement by appropriate, code-approved signage.
- Pavement marking and directional signage.
- Gas pumps and tanks on site.

Potential negative impacts for the town include:

- Loss of this parcel for business activity.
- Additional Public Works attention (particularly crosswalks, which should be reviewed moving forward anyway due to existing foot traffic crossing North Main Street).
- Traffic and access issues if the kitchen's services increase or if the client base is larger than anticipated due to easier access.
- Potential impacts to nearby businesses (parking scarcity, access issues, loss of revenue).

Staff recommends approval of the special use permit, pending additional public input from the public hearing.

#### POSSIBLE MOTIONS:

*Approval:* I move to approve the special exception request for Tax Map Parcel 2040033900 (on the following grounds, if needed): \_\_\_\_\_

*ONLY IF APPLICABLE:*

*Approval, with Imposed Conditions:* I move to approve the special exception request for Tax Map Parcel 2040033900 with the following conditions: \_\_\_\_\_

*Denial:* I move to deny the special exception request for Tax Map Parcel 2040033900 (on the following grounds, if needed): \_\_\_\_\_

PREPARED BY: Jessica H. Heckman & Matthew C. Hankins  
HEARING DATES: Planning Commission, December 5, 2017  
Town Council, December 11<sup>th</sup>, 2017

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	December 11, 2017
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STAFF MAKING REQUEST:	Jessica Heckman, Town Planner
BRIEF SUMMARY OF REQUEST:	An amendment to the Town's Zoning Ordinance Code is being considered to bring variance regulations up to code with Virginia 15.2-2309. Specifically 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) and Article 11 (Provisions For Appeal). Planning Commission held a public hearing and recommends approval with a (7-0) vote.
ACTION NEEDED:	Approve or deny

Attachment(s): Yes

<p>FOLLOW-UP ACTION: (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), and Article 11 (Provisions For Appeal).

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 “Variance” is repealed in its entirety.

The following definition is enacted to read and provide as follows:

**Variance:** A reasonable deviation from those provisions regulating the shape, size, or area of a lot or parcel of land, or the size, height, area, bulk, or location of a building or structure when the strict application of the zoning ordinance would unreasonably restrict the utilization of the property, and such need for a variance would not be shared generally by other properties, and provided such variance is not contrary to the purpose of the zoning ordinance. It shall not include a change in use which change shall be accomplished by a rezoning or by a conditional zoning.

### **Article 11 (Provisions For Appeal)**

Section 11-2-2 is amended to read and provide as follows:

11-2-2. To authorize, upon appeal or original application in specific cases, a variance as defined in Section 15.2-2201 of the Code of Virginia (1950), as amended, from the terms of this ordinance according to the procedures and standards stated in this section.

Applications for variances may be made by any property owner, tenant, government official, department, board, or bureau. Such application for a variance shall be filed with the Zoning Administrator. Upon receipt of a complete application for a variance, the Board of Zoning Appeals shall hold a public hearing after giving notice as provided in Section 15.2-2204 of the Code of Virginia (1950), as amended. However, when giving any required

notice to the owners, their agents, or the occupants of abutting property and property immediately across the street or road from the property affected, the Board may give such notice by first class mail rather than by registered or certified mail. No variance shall be considered except after notice and public hearing. The expense of legal advertisement shall be borne by the applicant.

During the public hearing, the chair of the Board of Zoning Appeals, or the acting chair in the absence of the chair, may administer oaths and compel the attendance of witnesses. The Board shall keep recordings, transcripts, minutes, or other records of its proceedings on variances sufficient to make possible court determinations on appeal as to the validity of its findings and its reasons therefor. The minutes and records of official actions shall be filed in the office of the Zoning Administrator and shall be public records.

Following the close of the public hearing, the Board of Zoning Appeals shall render a decision denying or granting the variance, with or without conditions, according to the provisions of Section 15.2-2309 of the Code of Virginia (1950), as amended. The concurring vote of three (3) members of the Board shall be necessary to effect any variance from this ordinance.

Once the Board of Zoning Appeals considers and renders a decision on a variance, the Board shall not consider substantially the same request for one (1) year, except when such decision is the subject of a motion to rehear. Any such motion to rehear shall be according to rules adopted by the Board.

Notwithstanding any other provision of law, general or special, a variance shall be granted if the evidence shows that the strict application of the terms of the ordinance would unreasonably restrict the utilization of the property or that the granting of the variance would alleviate a hardship due to a physical condition relating to the property or improvements thereon at the time of the effective date of the ordinance, and

(1) The property interest for which the variance is being requested was acquired in good faith and any hardship was not created by the applicant for the variance;

(2) The granting of the variance will not be of substantial detriment to adjacent property and nearby properties in the proximity of that geographical area;

(3) The condition or situation of the property concerned is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to the ordinance;

(4) The granting of the variance does not result in a use that is not otherwise permitted on such property or a change in the zoning classification of the property; and

(5) The relief or remedy sought by the variance application is not available through a special exception process or the process for modification of a zoning ordinance at the time of the filing of the variance application.

In granting a variance the Board of zoning Appeals may impose such conditions regarding the location, character and other features of the proposed structure or use as it may deem necessary in the public interest, and may require a guarantee or bond to ensure that the conditions imposed are being and will continue to be complied with. Notwithstanding any other provision of law, general or special, the property upon which a property owner has been granted a variance shall be treated as conforming for all purposes under state law and the zoning ordinance; however, the structure permitted by the variance may not be expanded unless the expansion is within an area of the site or part of the structure for which no variance is required under the Zoning Ordinance. Where the expansion is proposed within an area of the site or part of the structure for which a variance is required, the approval of an additional variance shall be required.

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

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2017

Ayes:

Nays:

Present:

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

Approved as to form:

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

**ROCKY MOUNT TOWN COUNCIL  
REGULAR MEETING MINUTES  
NOVEMBER 13, 2017**

The November 13, 2017 Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, at 7:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

- Mayor Steven C. Angle
- Vice Mayor Gregory B. Walker
- Robert L. Moyer
- Jon W. Snead
- Billie W. Stockton
- Mark H. Newbill

The following staff members were also present:

- John Boitnott, Town Attorney
- Tim Burton, Waste Water Superintendent
- Ken Criner, Chief of Police
- Robert Deitrich, Water Plant Superintendent
- Rebecca H. Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Matthew Hankins, Assistant Town Manager
- Jeff Rakes, Fire Chief
- Brian Schofield, Public Works Superintendent
- Linda P. Woody, Finance Director

The meeting was called to order by Mayor Steven C. Angle.

**PLEDGE OF ALLEGIANCE**

Mayor Angle led in saying the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Prior to the meeting, Council had received the agenda for review and consideration of approval.

**Motion: To approve the agenda**

**Motion By: Council Member Newbill**

**Second: Council Member Snead**

**Motion Discussion: None**

**Ayes: Moyer, Snead, Stockton, Walker, Newbill**  
**Nays: None**  
**Action: Approved the agenda by a unanimous vote.**

## **SPECIAL ITEMS**

Angle Hardware Resolution for 130 years in business

Mr. Bob Mills accepted the resolution for Angle Hardware being recognized for 130 years of business. Mr. Mills stated that his uncle and his father before him, had ran the hardware store and it was an honor to be in the Town of Rocky Mount.

Free Clinic Resolution for 25 years in business

Mrs. Donna Proctor accepted the resolution for the Free Clinic for 25 years of business in the Town of Rocky Mount and spoke briefly to say much of their work was accomplished by volunteers.

## **PUBLIC HEARING**

None at this time.

## **APPROVAL OF MINUTES**

Received by Council in their packet for this scheduled meeting were draft minutes for review and consideration of approval:

- October 9, 2017 – Regular Meeting Minutes
- November 2, 2017 – Special Called Meeting Minutes

**Discussion: None**

**Motion: To approve the draft minutes**

**Motion By: Council Member Newbill**

**Second: Council Member Stockton**

**Motion Discussion: None**

**Ayes: Moyer, Snead, Stockton, Walker, Newbill**

**Nays: None**

**Action: Approved the motion by a unanimous vote.**

## **APPROVAL OF CONSENT AGENDA**

This month's consent agenda consists of the following items:

### **(1) Miscellaneous Action**

- Resolution for VDOT

A resolution authorizing a local official to execute agreements with the Virginia Department of Transportation (VDOT) and acknowledgment of a local funding commitment as required in VDOT funding agreements, relative to the reallocation of funds to the Angle Bridge improvements.

- Resolution for Trinity Packaging Economic Development Grant

Trinity Packaging has met the hiring and job investment requirements contained in the 2014 agreement between the Town and the County, authorized by Town Council and the Board of Supervisors. The Tobacco Commission and the Virginia Economic Development Authority have paid and the County expects to pay its portion of the agreed incentives timely.

### **(2) Miscellaneous Resolutions/Proclamations (none at this time)**

### **(3) Department Monthly Reports**

- Community Development Department
- Finance Department
- Fire Department
- Police Department
- Public Works Department
- Wastewater Department
- Water Department

**Discussion: None**

**Motion: To approve the consent agenda as presented.**

**Motion By: Council Member Stockton**

**Second: Council Member Snead**

**Motion Discussion: None**

**Ayes: Moyer, Snead, Stockton, Walker, Newbill**

**Nays: None**

**Action: Approved the consent agenda as presented by a unanimous vote.**

## **HEARING OF CITIZENS**

Mayor Angle opened the floor to any citizens wishing to speak.

For the record, no one came forward.

## **OLD BUSINESS:**

None at this time

## **NEW BUSINESS**

### 1. Boundary Line Adjustment Request from the Franklin County Board of Supervisors

Mr. Ervin stated that the request regarding a proposed boundary line adjustment relative to rental property located at 1545 North Main Street was requested by Franklin County. The parcel is partially in the Town and partially in the County.

The owner is planning to construct eight additional apartment units on the parcel and has requested the entire parcel be taken into the Town.

When the original apartment units were built, the Town requested a boundary adjustment but the County was not in agreement at that time.

Staff estimates that taking in the entire parcel would reduce the Town's utility revenue by \$4,900 a year, but increase the Town's personal property tax by a smaller amount.

Staff recommends that the parcel be taken into the Town as it would be in the best interest of the property owner and residents.

If Council concurs with the request of the County and the recommendation of Staff, the Town Attorney can begin the process, of drafting a voluntary boundary adjustment agreement.

The Mayor stated it was preferable for the Community & Economic Development Committee and the Town Attorney to meet and discuss the boundary line adjustment prior to Council voting on the matter. The Mayor asked Council Member Newbill, who chairs the committee, to meet with the other members and the Town Attorney to make a recommendation and bring that recommendation back to the Council at the next regular meeting in December.

### 2. Supplemental Appropriation Resolution for Two Police Officers

The Public Safety Committee has recommended to Town Council that the Police Department's budget be amended to allow two additional full time officers.

**Discussion: None**

**Motion: To approve the recommendation of two additional full time police officers.**

**Motion By: Vice Mayor Walker**

**Second: Council Member Moyer**

**Motion Discussion: None**

**Ayes: Moyer, Snead, Stockton, Walker, Newbill**

**Nays: None**

**Action: Approved the motion by a unanimous vote.**

### 3. Comprehensive Economic Development Strategy (CEDS)

The United States Department of Commerce, Economic Development Administration requires that the Town keep on file and update annually, a list of our comprehensive economic development strategies (CEDS) and that this list be filed through our local planning district. The CEDS list has devolved to an annual list of projects that are approved and submitted through the West Piedmont Planning District. Projects must be on the CEDS list to apply for federal funding (though in the past decade all of the projects accomplished that were once on the CEDS list, have been done with local dollars).

Staff asked that Council consider and approve the list of projects and authorize the letter to be sent by the Town Manager.

**Discussion: None**

**Motion: To approve the CEDS document as a list of projects and to authorize Mr. Ervin to send the letter to the Town's local planning district.**

**Motion By: Council Member Snead**

**Second: Council Member Moyer**

**Motion Discussion: None**

**Ayes: Moyer, Snead, Stockton, Walker, Newbill**

**Nays: None**

**Action: Approved the motion by a unanimous vote.**

## **COMMITTEE REPORTS**

### 1. Finance & Human Services Committee Meeting on November 2, 2017

The Finance Committee met on November 2, 2017 to consider a question of BPOL referred to committee by Council during their meeting on October 9, 2017. Staff asked if Council wished to look at BPOL changes to limit the total annual sales of a given company using an Itinerant Merchants License. The Committee directed staff to propose changes that could create more of a level playing field for businesses in Rocky Mount whereby sales of identical products would result in a similar tax burden.

Staff met with the Town Attorney to review state code as well as code from other jurisdictions and formulated a proposal to bring to Town Council.

Council Member Snead suggested that the solution could be a tiered system where by the tax liability of an itinerant merchant could scale upwards as their sales increased. A review of state code indicated that this would be difficult to achieve given the uniform taxation requirements. A

given product or sale has to have the same tax rate across different sales volumes and sales prices.

A proposal will be forthcoming pending research by the Town Attorney and staff.

The Town Attorney stated the tax that the Iterant Merchant has been filing, was an annual tax of \$500.00. An Iterant Merchant that would come into the town limits and has paid the \$500.00 licensing fee would have gross sales of \$250,000 at .20 cents on a \$100.00 to make the \$500.00 fee. A car dealer of the Va. Code does not include trade in value as part of gross sales. The only gross sale amount that would be included in a license tax filing would be the value of the vehicle sold minus the trade in value. That amount would need to total \$250,000 before there would be any increase in the license tax that was already being paid. The Town Attorney further stated that once the Town makes a decision as to what direction to pursue; the Town Attorney will request an opinion from the State Tax Commissioner.

The Committee also considered holidays coming up. Staff advised that the State was closing for a half day on 11/22 and 12/22. The Committee instructed staff to verify that Franklin County was closing for these times as well. Staff verified that Franklin County would be closing for a half day on 11/22 and 12/22. The Committee indicated that Council would consider to close or not to close Town offices at these times during the November meeting.

Discussion Ensued

**Discussion:** After much discussion, the following motion was made.

**Motion:** To approve the one half day off on Wednesday, November 22<sup>nd</sup> for Thanksgiving 2017 only. This is in addition to the two days the Town already gives the employees off. December 26<sup>th</sup> and 27<sup>th</sup> will remain as being the two paid days off for Christmas.

**Motion By:** Council Member Snead

**Second:** Council Member Moyer

**Motion Discussion:** None

**Ayes:** Moyer, Snead, Stockton, Walker, Newbill

**Nays:** None

**Action:** Approved the motion by a unanimous vote.

## 2. Public Safety Committee Meeting on November 8, 2017

The Public Safety Committee met on November 8, 2017 to consider staff's request to add two additional full time Police officers, specifically on a timeline that would allow new hires to be placed into the academy during its January starting session. This was referred to committee by Council during their special called meeting on November 2, 2017.

The Chief and his staff reiterated the challenges that new regulations pertaining to temporary detention orders and emergency custody orders presented the department and highlighted the fact that the department had used 46% of their overtime budget in the July to October timeframe. Mr. Ervin indicated that his principal concern was the morale and mission readiness of a department that is having to put in such a large amount of overtime.

## **REFERRALS TO PLANNING**

None at this time

## **OTHER MATTERS AND CONCERNS**

Mr. Ervin was on Rise n' Shine today. Mr. Ervin encouraged people to shop local.

Mr. Hankins stated that he would be meeting a TV crew to produce a commercial the following day in downtown Rocky Mount.

Council Member Moyer stated he would like to see more shopping in Rocky Mount and not see purchases through Amazon and other places. Mr. Hankins replied that all department heads have been instructed to check prices and buy local if possible.

## **CLOSED MEETING AND ACTION**

Enter Closed Meeting

**Motion:** To go into closed session under the Virginia Code Section cited below

**Time:** 7:39 p.m.

**Virginia Code Section:**

**Section 2.2-3711(A)(5)**

Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. (Economic Development Downtown)

**Motion By:** Vice Mayor Walker

**Second:** Council Member Stockton

**Motion Discussion:** None

**Ayes:** Moyer, Snead, Stockton, Walker, Newbill

**Nays:** None

**Action:** To go into a closed meeting

**Certificate of Closed Meeting Discussion:**

Council certified unanimously that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting. No action was taken during the closed meeting.

Whereas, the Rocky Mount Town Council has convened a closed meeting on Monday, March 14, 2016 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.2-3712 of the Code of Virginia (1950), as amended, requires certification by this Council that such closed meeting was conducted in conformity with Virginia law;

Now, Therefore, Be It Resolved that the Rocky Mount Town Council hereby certifies that, to the best of each members' knowledge: (1) only public business matters lawfully exempted from open meeting requirements under this chapter; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

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Steven C. Angle, Mayor

#### **ADJOURNMENT**

**Motion:** To adjourn meeting

**Time:** 8:25 p.m.

**Motion By:** Council Member Stockton

**Second:** Council Member Moyer

**Motion Discussion:** None

**Ayes:** Moyer, Newbill, Snead, Stockton, Walker

**Nays:** None

**Action:** Adjourned by a unanimous vote

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Steven C. Angle, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk

**Community Development & Planning November 2017 Monthly Report**

<b>ARTS &amp; CULTURE</b>							
<b>TOTAL: 0</b>							
AC FILE NUMBER	BUSINESS NAME	OWNER/OFFICER NAMES	GENERAL LOCATION	TAX MAP NUMBER	MAILING ADDRESS	CITY STATE ZIP	NOTES
<b>BANNER PERMITS</b>							
<b>TOTAL: 0</b>							
Permit #	Applicant Name	Applicant Contact Info	Wording of Banner	Banner Location	Display Dates	Date Approved	
<b>SITE/PLAT FILES</b>							
<b>TOTAL: 0</b>							
File Number	Property Owner	Action	TMPN	Date	Notes	Location	
<b>SIGN PERMITS</b>							
<b>TOTAL: 2</b>							
Permit #	Applicant Name	Sign Location/TMPN	Zoning	Square Footage	Wording	Date Approved	Notes
S17-015	Franklin Heights Baptist Church	2020005100	R-1	75	Franklin Height Church	11/2/2017	BZA Approved 11-2-17
S17-016	Luci's Salon & Spa	2100000700	GB	20.98	Luci's Salon & Spa	11/16/2017	
<b>ZONING COMPLIANCE PERMITS</b>							
<b>TOTAL: 8</b>							
Permit #	Applicant Name	Property Owner	Property Address/TMPN	Zoning	Proposed Use	Type of Improvement	Date Approved
ZC17-067	Emma Viola Hodges	Emma Viola Hodges	2100029208	R-2	Commercial	Replace meter box at house	11/15/2017
ZC17-068	Shively Electrical Co Inc.	Lonnie Barbour	2110001700	R-1	Residential	Replace meter box at house	11/16/2017
ZC17-069	Paul Shively Inc.,	Lila Chang	2060002201	RB	Residential	House Demolition	11/20/2017
ZC17-070	WOAT of Salem Inc.	Southgate III LLC	203002900	GB	Commercial	open fitness center	11/21/2017
ZC17-071	Jennifer Owen	John Shropshire	2100007200	R-1	Residential	Change in ownership grandfathered use determination	11/29/2017
ZC17-072	Southern Air Inc.	Carter Bank & Trust	2070049200	CBD	Commercial	Replacing like for like HVAC units	11/30/2017
ZC17-073	Magic City Sprinkler Inc.	Piedmont Community Services	2040012901	C-1	Commercial	Provide fire protection to small rooms	11/30/2017
ZC17-074	Correll Electrical Contractor	Carter Bank & Trust	2070049200	CBD	Commercial	Replace existing light fixtures and adding circuits and outlets	11/30/2017

<b>ZONING PERMITS</b>		<b>TOTAL: 2</b>					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Date Approved	NOTES
ZP17-016	Price Buildings Inc.	30 Technology Drive	2040012901	Commercial	C-1	10/31/2017	Piedmont Community Services
ZP17-017	Richard Pulliam	70 Vantage Road	2020107400	Residential	R-1	11/16/2017	Accessory Building
<b>ZONING LETTER</b>		<b>TOTAL: 0</b>					
Permit #	Applicant Name	Building Lot Address	TMPN	Proposed Use	Current Zoning	Letter Date	
<b>MOBILE FOOD UNIT PERMITS</b>		<b>TOTAL: 0</b>					
Permit #	Applicant Name	Locations		Approval Date			

## MONTHLY STAFF REPORT

<b>DATE:</b>	December 11, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Jeff Rakes
<b>DEPARTMENT:</b>	<b>Fire Department</b>
<b>MONTH:</b>	October 2017

The Rocky Mount Fire Department had a total of 45 calls for the month of October 2017. There were 21 calls inside town limits and 24 outside town limits.

The Fire Department vehicles traveled a total of 1,422 miles answering all of these calls.

A total of 78 gallons of gasoline and 147 gallons of diesel fuel were used.

Of the 45 calls, there were:

- 4- Structure Fires
- 3- Motor Vehicle Fires
- 1 – Woods & Grass Fire
- 3 – Utilities Fires

## MONTHLY STAFF REPORT

<b>DATE:</b>	December 11, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Chief Ken E. Criner, Jr.
<b>DEPARTMENT:</b>	<b>Police Department</b>
<b>MONTH:</b>	November 2017

The Rocky Mount Police Department would like to welcome Officer Josh Mason to the department. Officer Mason comes to us from the Franklin County Sheriff's Department.

On November 15<sup>th</sup>, 2017, the Rocky Mount Police Department was able to provide ten residents at Tanyard Village with gift cards to provide Thanksgiving meals for them. This was in thanks to Ryan Harris @ Nationwide Insurance who donated the ten gift cards as a part of "Thanksgiving Meals for Seniors".

ROCKY MOUNT POLICE DEPARTMENT  
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: November 2017

SEPT.

OCT.

NOV.

	SEPT.	OCT.	NOV.
UNIFORM TRAFFIC SUMMONS ISSUED	138	113	93
TRAFFIC STOPS	233	247	172
SPEEDING TICKETS ISSUED	50	48	34
DUI	2	1	2
COLLISIONS INVESTIGATED (TREDS)	18	16	13
MOTORIST AIDES	55	71	61
CRIMINAL ARRESTS "MISDEMEANOR"	35	25	28
CRIMINAL ARRESTS "FELONY"	8	8	7
INCIDENTS ADDRESSED	2663	3141	2759
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	96	70	67
GRAND LARCENY WARRANTS	4	2	2
BREAKING & ENTERING REPORTS	1	2	2
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	74	67	73
FOLLOW-UP'S	104	62	70
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1577	2068	1858
SCHOOL CHECKS	135	134	112
ALARM RESPONSES	12	32	28
OPEN DOORS, WINDOWS, ETC. UNSECURED	6	8	3
COURT HOURS	30.5	22.5	28
TRAINING HOURS:	186.5	134.5	43.5
SPECIAL ASSIGNMENT HOURS:	103.75	144	43.5
HARVESTER HOURS WORKED:	36.5	43.5	40
ECO/TDO	3	4	3
ECO/TDO HOURS:	7.75	34.25	10.5

## 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 reportable accidents 13 with 12 of the accidents on our public streets.

## COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Altice Mill Road, Anderson Street, Ann Sink Street, Avalon Street, Bernard Road, Bland Street, Booker T. Washington Highway, Brookshire Drive, Buckner Street, Bunny Lane, Byrd Lane, Candlewood Apartments, Cedar Street, Center Street, Circle Drive, Circle View Street, Claiborne Avenue, Cobb Street, Cornell Road, Cromwell Drive, Dent Street, Diamond Avenue, Donald Avenue, East Church Street, East Court Street, East Street, Edgemont Street, Fairlawn Drive, Friendly Street, Frontage Road, Glen Meadow Drive, Glenwood Drive, Goodview Street, Grayson Street, Grassy Hill Road, Green Meadow Lane, Greenview Avenue, Greer Lane, Hale Street, Harvey Street, Hatcher Street, Herbert Street, High Street, Highland Hills Road, Highview Terrace, Hillcrest Drive, Hilltop Drive, Jubal Pass, Knob Apartments, Knollwood Drive, Lakeview Drive, Law Street, Lawndale Drive, Leonor Street, Luke Street, Lynch Drive, Mamie Avenue, Maple Avenue, Mary Coger Lane, Maynor Street, Montview Avenue, Mountain View Drive, Musefield Road, Noel Street, Norris Street, North Main Street, Oak Street, Old Fort Road, Old Franklin Turnpike, Old Furnace Road, Orchard Avenue, Oxford Circle, Parker's Drive, Patterson Avenue, Pell Avenue, Pendleton Street, Perdue Lane, Randolph Street, Riverview Street, School Board Road, Scuffling Hill Road, Smithers Street, Spring Street, State Street, Summit Drive, Sycamore Street, Taliferro Street, Tanyard Village, Trail Drive, Walnut Street, Warren Street, West Church Street, West College Street, West Court Street, Whitten Street, Willow Avenue, Wilson Street, Windsor Drive, Windy Lane, Woodlawn Drive, Wrays Street and Wray's Chapel Road.
- ◇ Business Foot Patrols: Aaron's, ABC Store, Advance Auto, AEP, All American Car Wash, American National Bank, Ameristaff, Angle Hardware, Applebee's, Arby's, Arrington Sports Awards, Auto Zone, BB& T Bank, BFMS, Bojangles, Brookside Swim Club, Buddy's BBQ, Burger King, Burt's Dentistry, C-Mart, Carter Bank & Trust, CATCE Center, Catch A Tan, Center Stage Catering, Check Into Cash, China City, Christian Heritage Academy, Coast to Coast, Comfort Inn, Cook Out, Country Kids, Crooked Stitch, Curves, CVS, Dairy Queen, Davenport Gas, Davis Law Firm, Department of Social Services, DMV, Dollar General, Dollar Tree, Domino's, Eagle Cinema, Edward Johnson Investment, El Rio, El Rodeo, Empire Foods, Enterprise Rent-A-Car, Essig Center, Family Dollar, Family Pharmacy, Farmer's Market, Fast Stop, Fast Tan, FCHS, First Baptist Church, Fisher Auto Parts, Fleetwood Homes, Flora Funeral Home, Flowers By Jones, Foley's Automotive, Food Lion, Francis of Assisi, Franklin Auto Glass, Franklin Center, Franklin Community Bank, Franklin County Dialysis, Franklin County Health Department, Franklin County Library, Franklin Dental Associates, Franklin Health Care, Franklin Heating & Air, Franklin Heights Baptist Church, Franklin Memorial Hospital, Franklin Outdoors, Frank's Pizza, Free Clinic, Furnace Creek Baptist Church, Get Ur Fix, Goodwill, The Grainery, Gusler's Alignment, H & R Block, Hair Fashions, Hardee's, Harper's Plumbing, Harvester Center, Haywood's Jewelry, Hema's, Highlander Laundry, Hodgesville Penicostal Holiness Church, Holiday Inn Express, Hollywood Beauty Salon, Hub Restaurant, Hutchinson Insurance, Ideal Building Supply, Industrial Avenue, Ippys, J & J Fashions, Jackson Hewitt, Jammin Apparel, Kay's Corner, Kentucky Fried Chicken, Kim's Nails, Kroger, Kupkavery, Lee M. Waid, Lesley Wray Photography, Little Ceasers, Long & Foster Realty, Los Tres Amigos, Lowe's, Lynch Park, Mary Bethune Park, Mary Elizabeth Park, McDonalds, Member One, Mod-U-Kraf, Moose Lodge, NAPA, National Guard Armory, Newbold, Nice Nails, Ntelos, Oasis Salon, Old's Cool, Olympia Sports, Papa Johns, Peebles, Pell Animal Clinic, Pet Clinic, Piedmont Community Services, Pizza Hut, Pizza King, Plygem, Prillaman's Auto Sales, Probation & Parole, Quiznos', Real Estate Rentals, Rent-A-Center, Retail Merchants, Riverside Minute Market, Rocky Mount Auto Repair, Rocky Mount Bowling Center, Rocky Mount Christian Church, Rocky Mount Church of God, Rocky Mount Elementary, Rocky Mount Public Works, Rocky Mount Ready Mix, Rocky Mount Rehab, Rocky Mount United Methodist Church, Ron Ayers Motorworks, Roses, Schewel's, School Board Road, Sheetz, Shell Station, Shentel, Sherwin Williams, Shoe Show, State Farm, Step Inc., Subway, Sun Tan City, Sunoco, Suntrust Bank, Team Nurse, Trinity Packaging, Turner's Ready Mix, US Cellular, Union Bank, Valley Star Credit Union, Veteran's Park, Vintage Spa, Walgreens, Wal-Mart, Wendy's, Women's Shelter, Wood Grains, YMCA and The Zone.

**MISCELLANEOUS:**

- November 4<sup>th</sup>, 2017 - Open Door "FCHS"
- November 5<sup>th</sup>, 2017 - Open Door "Union Bank"
- November 10<sup>th</sup>, 2017 - Open Door " J & J Fashions"
- November 15<sup>th</sup>, 2017 - Delivered gift cards for "Thanksgiving Meals for Seniors"

**SPEEDING TICKETS ISSUED**

Tanyard Road (x 10)

South Main Street (x 10)

School Board Road (x 5)

North Main Street (x 4)

Booker T. Washington Highway (x 4)

Hatcher Street

**CRIMINAL ARRESTS & LOCATIONS:**

Possession of Oxycodone

Muse Field Road

Possession of Marijuana

Tanyard Road

Possession of Marijuana

Bernard Road

Driving Under the Influence

Franklin Street

Driving Under the Influence

Market Place Drive

Drunk In Public

Market Place Drive

Drunk In Public

Mountain View Drive

Possession of Alcohol Underage

North Main Street (x 5)

Possession of Alcohol Underage

Old Franklin Turnpike

Distribution of Alcohol to a Minor

North Main Street (x 4)

Malicious Wounding	First Street
Unauthorized Use of Motor Vehicle	Trail Drive
Motor Vehicle Theft	Orchard Avenue
Felony Shoplifting	Old Franklin Turnpike
Shoplifting	Old Franklin Turnpike (x 4)
Trespassing	Donald Avenue
Simple Assault	Tanyard Road
Warrant Service (Felony)	Circle Drive
Warrant Service (Felony)	Diamond Avenue
Warrant Service (Felony)	Old Franklin Turnpike
Warrant Service (Capias)	East Court Street (x 2)
Warrant Service (Capias)	Trail Drive
Warrant Service (Misdemeanor)	Pell Avenue
Driving Suspended	Muse Field Road

## MONTHLY STAFF REPORT

<b>DATE:</b>	December 11, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Brian Schofield, Public Works Superintendent
<b>DEPARTMENT:</b>	<b>Public Works Department</b>
<b>MONTH:</b>	November 2017

1. Read meters (5 days)
2. Installed seven 5/8" meters
3. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts
4. Meter cutoffs: 22
5. Clean-up 5 days
6. Mowed streets, parks and sewer Lines
7. Swept streets
8. Cut trees along roads, sidewalks and parks
9. Dug one grave
10. Leaf pickup for citizens is on going
11. Repaired or unplugged four sewer Mains or laterals
12. Repaired five water mains
13. Repaired and replaced signs
14. Performed final mowing for the year
15. Installed new restroom at Gilleys Park and got final inspection.
16. Started moving dirt for the Park project
17. Installed all the Christmas decorations for the holiday season.
18. Participated in the Franklin Street Christmas event and the Parade.

## MONTHLY STAFF REPORT

<b>DATE:</b>	December 11, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Tim Burton
<b>DEPARTMENT:</b>	<b>Waste Water Treatment Plant</b>
<b>MONTH:</b>	November

Average Daily Flow	0.612 MGD
TSS Reduction	99.5 %
BOD Reduction	99.9 %
Leachate (F.C. Landfill)	40,500 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	70.75 Tons
Rain Total      0.78 inches	Snow Total      0 inches

Staff continues to use the cameras and working with Public Works to find and fix sewer line problems.

The wastewater plant had 0 after hours alarm during the month of November, but had 4 nights that staff had to come in to switch the bleach feed pump that is being used temporarily to control filamentous bacteria.

The wastewater plant has received the SL-RAT and will be trained on the software on December 5, 2017. They will immediately start working with Public Works with the SL-RAT. (**SL-RAT – Sewer Line – Rapid Assessment Tool**)

Staff had to remove the Blender Box from the Belt Filter Press in October and sent it to A & A Machine Company to be totally rebuilt. Parts of it had completely rusted out and was about to cause a major failure. This unit was reinstalled on November 8.

Respectfully Submitted,

Timothy Burton

## MONTHLY STAFF REPORT

<b>DATE:</b>	December 11, 2017
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Bob Deitrich, Water Plant Superintendent
<b>DEPARTMENT:</b>	<b>Water Department</b>
<b>MONTH:</b>	November 2017

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

The actual water production time (filtering of water) for the entire month averaged 9.6 hours a day which yielded approximately 760,000 gallons of water each day. Rainfall was less than 1 inch, as measured at the water treatment plant. Blackwater River flow is adequate for normal operation.

Total Raw Water Pumped:	23.46 million gallons
Total Drinking Water Produced:	22.87 million gallons
Average Daily Production:	760,000 gallons per day
Ave Percent of Production Capacity:	38%
Flushing of Hydrants/Tanks/FD Use:	545,000 gallons (Donald Ave. Leak est.)
Plant Process Water:	555,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	1,000 gallons
Bulk Water used at PW Shop	1,800 gallons

### **Testing:**

- All monthly routine bacteriological samples were free of bacteria. The Town continues to be in compliance with all drinking water standards, in accordance with EPA requirements.

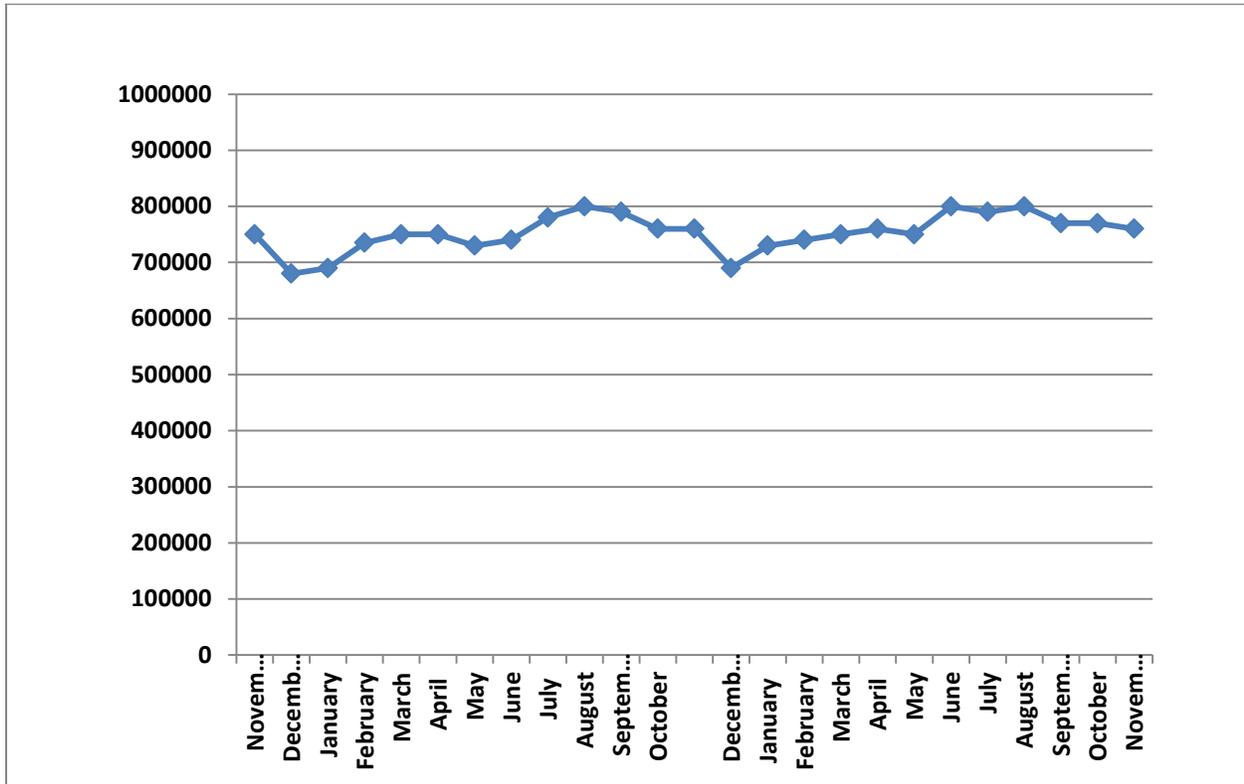
### **Activities / Maintenance / Improvements**

- On November 28<sup>th</sup> a significant water main break was discovered after a brief search by Public Works staff. The leak was losing approximately 170,000 gallons per day since Sunday the 26<sup>th</sup>. The leak was patched with a permanent repair to be done in December. See page 3 for additional info.
- November Disinfection By-products test results were acceptable overall. We had just put the new mixer at Scuffling Hill Tank into service and are not sure of the effect it had. Follow up sampling will be conducted to track the improvement better.

### **Upcoming**

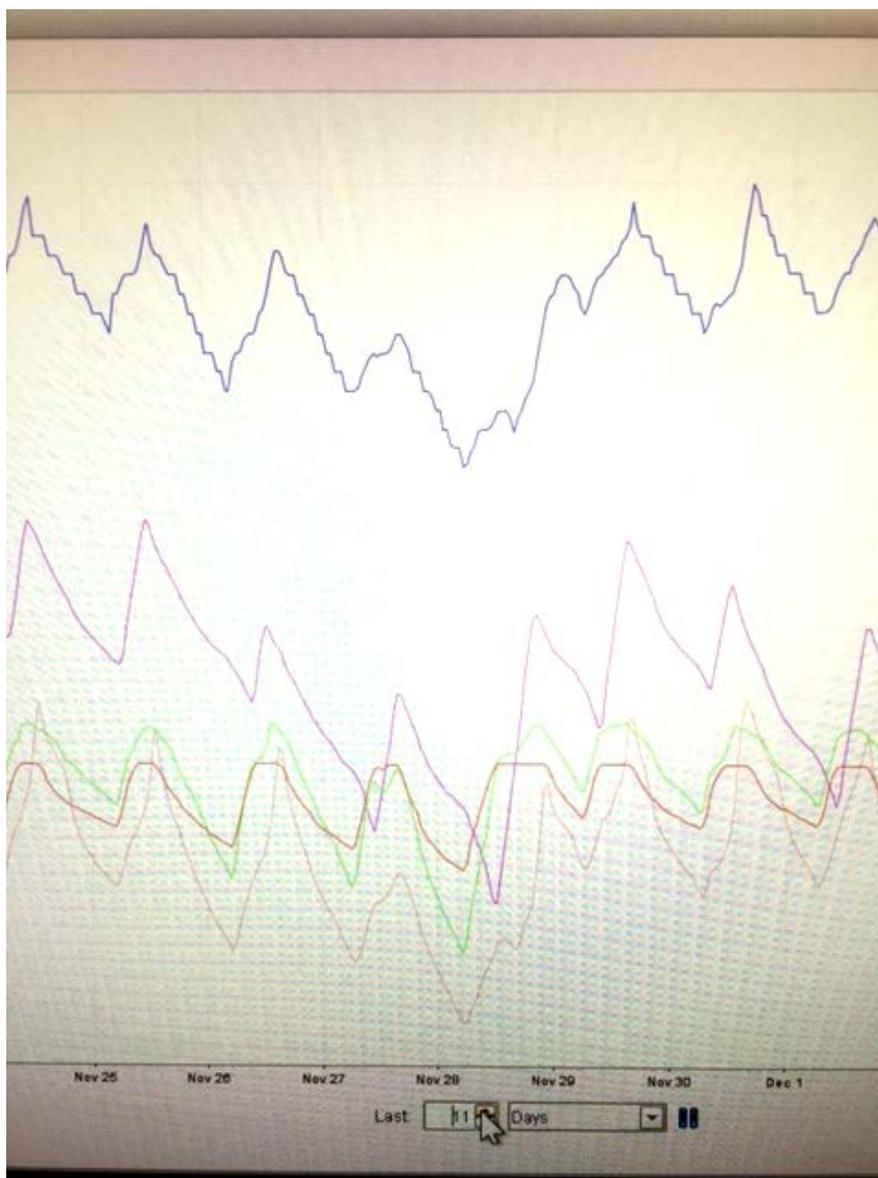
- Follow up DBP samples

## Water Plant Production in Gallons Per Day (November 2015 to November 2017)



## Water Report, November 2017 (Page 3)

The daily effects of a large but undiscovered leak can be quite obvious using our SCADA system and radio telemetry. The chart represents a week of water tank levels. The peaks occur in the afternoon when the plant shuts down. The low points correspond to early morning just prior to plant start up. The leak began sometime over the weekend of the 25<sup>th</sup> and 26<sup>th</sup>. The leak was found by Public Works staff on Tuesday the 28<sup>th</sup> and patched by 4PM. At the water plant we ran an extended day and had tanks back to normal levels on the 28<sup>th</sup> by 10 PM.



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	December 11, 2017
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	The 2018 American National Bank Chug for the Jug 5K, Haywood's Jewelers Kids Fun Run and Carilion Health Walk is scheduled for Saturday, April 28, 2018 starting at 7:30 a.m. at the Essig Recreation Center in Rocky Mount. The course this year is different as the run will begin this year on Technology Drive, then right onto North Main Street, left on Trail Drive, right onto State Street, right onto North Main Street and then a left back onto Technology Drive. The police department has met with Franklin County Parks and Recreation. The plans have been reviewed and approved by your police department.
ACTION NEEDED:	Approve or deny

Attachment(s): yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
--



FRANKLIN COUNTY  
PARKS & RECREATION

540-483-9293

[www.PlayFranklinCounty.com](http://www.PlayFranklinCounty.com)

Town of Rocky Mount  
C/o Mayor Steven Angle  
345 Donald Avenue  
Rocky Mount, VA 24151

November 9, 2017

This letter is a request for use of roadways for the 2018 American National Bank Chug for the Jug 5K, Haywood's Jewelers Kids Fun Run and Carilion Health Walk that is scheduled for **Saturday, April 28, 2018** starting at 7:30am at the Essig Recreation Center in Rocky Mount.

The Kids Race begins at 7:30am and the course for this run will be on Technology Drive with assistance from the RMPD and course marshalls. The adult race/walk begins at 8:00am. This course would start on Technology Drive and turn right onto North Main Street and then turn left onto Trail Drive and then right on State Street and turn right onto North Main Street and turn left back onto Technology Drive. I have met with Mark Lovern with the Rocky Mount Police Department and he and his officers are willing to provide assistance for us on race day.

Last year there were **21** youth in the Kids Fun Run, **71** walkers in the Health Walk and **83** runners in the 5k Race. At total of **175** participants enjoyed this event that was sponsored by Carilion Franklin Memorial Hospital, the Town of Rocky Mount, Haywood's Jewelers, Trochim Chiropractor and American National Bank & Trust Company.

Thank you for your consideration and support.

Marcia Cramblitt

*Marcia Cramblitt*

Recreation Programs Manager

Cc: Mark Lovern, Rocky Mount Police Department



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	December 11, 2017
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	Goodwill Industries would like to schedule a parade on Friday, December 15, 2017 beginning at 10:00 a.m. The route will be starting on North Main Street at the Rocky Mount Bowling Center and ending at the Goodwill Facility. The police department has met with Goodwill Industries. The plans have been reviewed and approved by your police department.
ACTION NEEDED:	Approve or deny

Attachment(s): yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
--

# Goodwill

Industries of the Valleys

Mayor Steven Angle  
Rocky Mount Town Council Members  
345 Donald Avenue  
Rocky Mount, VA 24151

Dear Mayor Angle and Council Members,

As you are aware Goodwill Industries serves a very important function in our community by providing programs that empower people to achieve and sustain a level of independence to participate more fully in life functions. Our workers have many of the same desires and dreams that all people in our community share, but not always the means to make their dreams a reality. This is the reason we are asking permission to schedule a modest parade for our workers. This will be our 4th parade.

We would like to do this at 10:00 a.m. on <sup>RD</sup> ~~Thursday~~ <sup>Friday</sup>, December 15, 2017 with a route beginning on North Main Street at the Rocky Mount Bowling Center and ending at our Goodwill facility.

Thank you for your consideration of our request.

Venessa Rutrough  
Goodwill Industries of the Valleys  
1045 North Main Street  
Rocky Mount, VA 24151

[www.goodwillvalleys.com](http://www.goodwillvalleys.com)

Roanoke Jobs Campus &  
Support Center  
2502 Melrose Avenue, NW  
P.O. Box 6159  
Roanoke, VA 24017  
Office: (540) 581.0620  
Fax: (540) 581.0629

Madison Heights Jobs Center  
174 River James Shopping Center  
Madison Heights, VA 24572  
Office: (434) 200.9920  
Fax: (434) 845.3632

Radford Jobs Campus  
103 Duncan Lane  
Radford, VA 24141  
Office: (540) 639.9027  
Fax: (540) 639.3517

Rocky Mount Office  
1045 North Main Street  
P.O. Box 157  
Rocky Mount, VA 24151  
Office: (540) 483.0296  
Fax: (540) 483.0297

Staunton Jobs Campus  
1106-C Greenville Avenue  
Staunton, VA 24401  
Office: (540) 886.2001  
Fax: (540) 886.7112



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	December 11, 2017
----------------------------	-------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Community and Economic Development Committee met on December 4, 2017 to consider an issue of a voluntary boundary adjustment requested by Franklin County, initiated by a property owner, Nanapop, LLC, for a parcel located at 1545 North Main Street. This parcel is partially in the Town and partially in the County. The letter from the County, the property owner and a map are attached.</p> <p>The owner is planning to construct eight additional apartment units on the parcel and has requested the entire parcel be taken into the Town. When the original apartment units were built, the Town requested a boundary adjustment but the County was not in agreement at that time.</p> <p>The Committee recommended that Council authorize the manager to initiate a voluntary boundary adjustment agreement with the County utilizing the services of the Town Attorney provided that the property owner is willing to enter into an agreement with the Town of Rocky Mount to pay for the costs of public notices, filing fees and legal expenses.</p>
ACTION NEEDED:	Approve or deny

Attachment(s): yes

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
--



RECEIVED  
10/27/17

RD

October 19, 2017

Mr. James Ervin, Town Manager  
Town of Rocky Mount  
345 Donald Avenue  
Rocky Mount, VA, 24151

RE: Boundary Line Adjustment Request  
Tax Map/Parcel # 2010000900

Dear James:

On October 11, 2017, I received a request for a boundary line adjustment involving the above parcel (see attached). The Board of Supervisors discussed this request at their meeting on October 17, 2017 and instructed me to forward the request on to the Town. There was consensus from the Board to execute the adjustment if the Town was agreeable.

If the Town is agreeable to this requested boundary line adjustment, please have the Town Attorney prepare the necessary legal documents for consideration and approval by the County Attorney and Board of Supervisors.

Thank you for your attention to this matter. Please feel free to contact me or Steven Sandy, Director of Planning & Community Development, if you should need any additional information or assistance.

Sincerely,

W. Brent Robertson, County Administrator

Enclosures

NANAPOP, LLC  
40 CEDAR POINT DRIVE  
COLLINSVILLE, VA 24078  
1-276-647-7366

October 10, 2017

Mr. Brent Robertson, County Administrator  
Franklin County  
1255 Franklin Street  
Rocky Mount, VA 24151

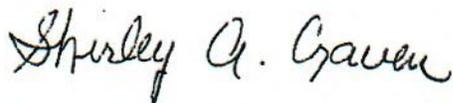
RE: Parcel No. 2010000900

Dear Mr. Robertson,

This letter is to request a boundary line adjustment for the above referenced parcel of land. We presently have thirty-two units of apartments on the parcel. The parcel is partly in the Town of Rocky Mount and partly in the County of Franklin. We are requesting that the entire parcel be in the Town of Rocky Mount. We obtained a building permit (No. RES-3-15-50935 on 4/1/2015) to construct eight additional apartments at a Briardale Apt. location. However, we find it beneficial if all the parcel is in the Town. We would greatly appreciate if the line could be adjusted so that the entire parcel is in the Town limits.

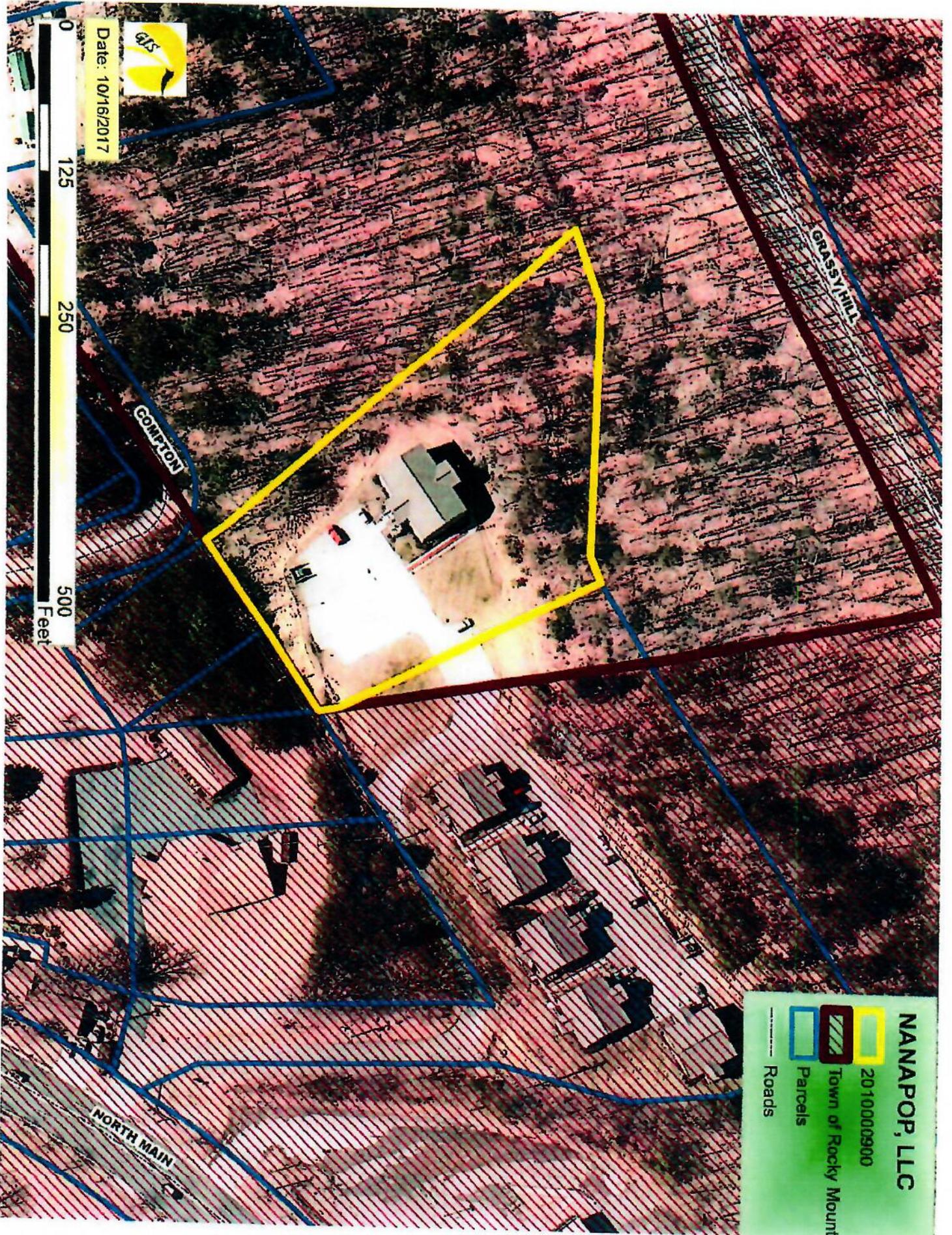
If you have any questions or need to discuss this with us further, please feel free to contact us at the phone number above.

Sincerely yours,



Shirley A. Craven  
Manager

RECEIVED OCT 11 2017



Date: 10/16/2017



COMPTON

GRASSY HILL

NORTH MAIN

**NANAPOP, LLC**  
 2010000900  
 Town of Rocky Mount  
 Parcels  
 Roads