

**ROCKY MOUNT TOWN COUNCIL  
REGULAR MEETING MINUTES  
MARCH 12, 2018**

The March 12, 2018 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
- Bobby M. Cundiff
- Robert L. Moyer
- Jon W. Snead
- Billie W. Stockton

The following staff members were also present:

- John Boitnott, Town Attorney
- Tim Burton, Waste Water Superintendent
- Dallas Bailey, Interim Water Plant Superintendent
- Ken Criner, Chief of Police
- 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

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. Let the record show that the agenda was amended due to adding two items under New Business to the agenda. The items added were Rock Wall facing on North Main Street and a Financial Update on the Harvester Performance Center for the last calendar year.

**Motion:** To approve an amended agenda

**Motion By:** Council Member Snead

**Second:** Council Member Stockton

**Motion Discussion:** None

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

**Nays:** None

**Action:** Approved the amended agenda by a unanimous vote.

## **SPECIAL ITEMS**

Introduction of Alexander Young

The Town Clerk officially introduced to the Mayor and members of Council, Mr. Alex Young as the new Receptionist/Administrative Assistant in the Municipal Building. Mr. Young is a native of Franklin County.

## **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:

- February 12, 2018 – Regular Meeting Minutes

**Discussion:** None

**Motion:** To approve the draft minutes

**Motion By:** Vice Mayor Walker

**Second:** Council Member Snead

**Motion Discussion:** None

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

**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** (none at this time)

(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:** Vice Mayor Walker

**Motion Discussion:** None

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

**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.

Let the record show that no one came forward.

## **OLD BUSINESS:**

1. Reappointment of Mr. Ralph Casey to West Piedmont Planning District Commission

Mr. Ralph Casey's term on the West Piedmont Planning District Commission has expired. Mr. Casey was willing to continue serving and no other citizens had expressed an interest, though staff had not run an advertisement seeking volunteers.

Staff requested that Council reappoint Mr. Casey to the West Piedmont Planning District Commission or direct staff to advertise for volunteers. Staff supported Mr. Casey's reappointment.

Mr. Casey spoke stating that he had served the West Piedmont Planning District Commission for approximately 28 years, and he would be glad to continue to do so if appointed.

**Discussion:** None

**Motion:** To reappoint Mr. Casey to the West Piedmont Planning District Commission

**Motion By:** Council Member Cundiff

**Second:** Vice Mayor Walker

**Motion Discussion:** None

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

**Nays: None**

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

## **NEW BUSINESS**

### 1. High Street Cemetery

Mr. Ervin stated the Town took over the maintenance of High Street Cemetery when it was abandoned by the Church that originally created it. The Town had no records of lot ownership other than a hand drawn map. As the Cemetery filled, it was becoming more and more difficult to perform a grave digging service at the cemetery. The difficulty was due to the following reasons:

- A person that had requested a grave opening at the cemetery may have been legally a tenant in common amongst many who had co-inherited a lot.
- The Town had no legal basis to deny a requested interment as we had no records of ownership.
- The area requested to be opened is frequently already occupied.
- The Town would occasionally be given human remains to inter and the Town is not licensed or qualified to handle human remains.

Staff proposed that the Town, for liability reasons, cease performing grave openings and closings at High Street Cemetery and instead have funeral homes that are already providing that service to their customers in other cemeteries, include that as part of the service to those having family and loved ones interred in High Street Cemetery.

Since 2013 the Town had only performed 19 grave openings, averaging 3 a year.

Council Member Stockton asked if the Town was being reimbursed for the service from the families. Mr. Ervin stated that the funeral home or vault company performed the interment; then, the Town bills for their services.

Mr. Ervin stated that since the Town does not have records of the cemetery, as time proceeds, it has been difficult to continue locating graves and where to inter people in the cemetery.

Mr. Ervin also stated that the Town wasn't equipped, prepared or trained for continuing to inter folks into the cemetery given the fact that the land use in the cemetery is so tight.

**Discussion: None**

**Motion: To approve staff's request to lease offering grave opening services**

**Motion By: Council Member Moyer**

**Second: Council Member Stockton**

**Motion Discussion: None**

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

**Nays: None**

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

## 2. Budget Calendar

In the Council packet was a fiscal year 2019 budget calendar that will culminate in the adoption of the FY 2019 budget and FY 2019 – 2023 Capital Improvements Plan at Council's May 14, 2018 meeting. Council was asked to adjust or approve the FY 2019 budget calendar.

Mr. Ervin stated that the dates to most be concerned about in making a budget would be:

- April 10, 2018 for Budget Work Session #1 at 5:00 p.m.
- April 12, 2018 for Budget Work Session #2 at 5:00 p.m.
- May 7, 2018 for a Public Hearing on the Proposed FY 19 Budget and FY 19 – 23 CIP which would be a Special Council meeting at 7:00 p.m.
- May 14, 2018 would be the Adoption of the FY 19 Budget, FY 19 – 23 CIP & Appropriation Resolution which would be at the Regular Council meeting in May also at 7:00 p.m.

The Mayor stated that Council would go with the proposed dates presented.

## 3. STEP Christmas Tour

“STEP into Christmas” was a new home tour where five Rocky Mount families would decorate their homes with holiday decor for folks to come and tour. The event was to be on Saturday, December 8, 2018 (between Come Home to a Franklin County Christmas and the Rocky Mount Christmas Parade) from 1-5 p.m. STEP asked to close two blocks to traffic for the event in order to create a “block party” like atmosphere. There would be no alcohol and the neighbors would be contacted prior to the event. STEP would provide shuttle services between designated parking areas and the attraction. The organizer from STEP, Marc Crouse, had met with the police department who reviewed and had approved the plans for the tour.

Mr. Marc Crouse of 110 Cardinal Drive, Wirtz, Va. stated that he was the coordinator for the new “STEP into Christmas” home tour event that STEP, Inc. was asking permission to hold for the first time. Mr. Crouse indicated that the event would be held on Saturday, December 8, 2018 from 1-5 p.m. The home tour event would be a rain or shine event with many folks to help make the event a success such as the Boy Scouts and folks within the STEP, Inc. organization as well as folks from the neighborhood area.

**Discussion: None**

**Motion: To approve “STEP into Christmas” home tour.**

**Motion By: Council Member Stockton**

**Second: Council Member Snead**

**Motion Discussion: None**

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

**Nays: None**

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

#### 4. Franklin County Family Resource Center Walk

The Friends of the Family Resource Center and the Family Resource Center planned a fundraiser run/walk event on October 20, 2018, for Domestic Violence. The organizer, Angela Phillips, Director of the Franklin County Family Resource Center, had met with your police department regarding the beginning time of 9:00 a.m. and the event course, which is the same as last year. Your police department has reviewed and approved the plans for the event.

**Discussion: None**

**Motion: To approve the request for the Run/Walk Event**

**Motion By: Council Member Stockton**

**Second: Council Member Snead**

**Motion Discussion: None**

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

**Nays: None**

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

#### 5. Community Partnership Events

Community Partnership planned three major events for 2018. The events were:

- The 4<sup>th</sup> annual "Court Day" on June 9, 2018 in Downtown Rocky Mount from 3:00 to 9:00 p.m.
- The Christmas Tree Lighting on November 23, 2018 on the Courthouse Lawn from 5:00 to 6:00 p.m.
- Come Home to a Franklin County Christmas on December 7, 2018 in Downtown Rocky Mount from 5:00 to 9:00 p.m.

The police department reviewed and approved the plans for the events.

Ms. Barbara Chauncey of 25 Orchard Avenue, Rocky Mount, Va. asked for street closures this year; same as the last couple of years and stated that the program events would be offered to the public free of charge again, as in previous years.

**Discussion: None**

**Motion: To approve the request to hold the three events**

**Motion By: Council Member Moyer**

**Second: Vice Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

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

## 6. Rock Wall Facing on North Main Street

The Mayor stated that in the past the Town of Rocky Mount had tried to keep their concrete walls more attractive looking by adding facing to them. The Mayor stated there was a concrete wall on North Main Street adjacent to the Woodlawn Baptist Church that should receive the facing as well. The Mayor would like to see the facing be installed in the current budget year.

**Discussion: None**

**Motion: To approve the request**

**Motion By: Council Member Snead**

**Second: Vice Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

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

## 7. Harvester Performance Center Financial Report

Mr. Hankins stated that Mr. Andy Turner could not be present at the time of the Council meeting but Mr. Turner would be glad to make a presentation to Council at the next regular Council meeting on April 9, 2018.

The financial report presented to Council was the 2017 operational report for the Harvester.

When Mr. Hankins had completed his recap of the financial sheet passed out to Council, the Mayor asked if anyone had any questions.

Council Member Cundiff stated that he had some questions and first asked why it had taken so long for Mr. Turner and Mr. Hankins to get Council the figures that Mr. Hankins had presented. Mr. Hankins stated that it was tax season and Mr. Turner had just completed the report.

Council Member Cundiff had questions regarding where the salaries were being paid from as well as why Mr. Turner had not worked with Council in a more timely manner.

Council Member Cundiff then questioned why it took the amount of time that it did for Council to learn that there was six corporations over the Harvester.

The Town Attorney stated that the items that were being discussed, were all preapproved. The Town Attorney further stated that Council met with Gentry Locke; documents were reviewed, and the structure was explained.

Discussion ensued.

## **COMMITTEE REPORTS**

1. Streets, Sidewalks & Streetlights Committee met on March 8, 2018

The Streets, Sidewalks & Streetlights Committee met after the deadline for the agenda. The results are as follows:

- I. *Review public input session from business owners on Powder Creek Lane regarding traffic flow change proposals.* Town Council heard in January a recommendation from the Planning Commission to install a No Left Turn sign from Powder Creek Lane to 40 Eastbound. Council member Cundiff suggested making Powder Creek Lane a one-way street instead. Town planning and public works staff held a public input session with the business and property owners in late February to get their input. The businesses in the area asked for no changes to traffic flow other than adding No Parking signs on at least one side of Powder Creek Lane to ensure two lanes of travel remain open. Suggested council actions were: 1) Direct staff to continue monitoring and gathering data at the intersection of Powder Creek and Old Franklin Turnpike; 2) Direct staff to install No Parking signs on the westbound side of Powder Creek Lane.

Mr. Hankins stated that the Committee recommended to Council to proceed with no parking signs on the westbound side of Powder Creek Lane and to continue collecting data at the intersection of Powder Creek and Old Franklin Turnpike.

**Discussion: None**

**Motion: To accept the recommendation from the Streets, Sidewalks and Streetlights committee to proceed with no parking signs on the westbound side of Powder Creek Lane and to continue collecting data at the intersection of Powder Creek and Old Franklin Turnpike.**

**Motion By: Council Member Stockton**

**Second: Vice Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

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

- II. *Review of Public Art proposal, specifically recommending Council authorize the use of drop inlet covers and publicly-owned walls for the use of street murals.* Staff developed, with Economic Development Authority and Planning Commission input, a comprehensive public art plan which includes a Love Works sign, town-sponsored murals on drop inlet covers, murals on publicly-visible but privately owned walls, and murals on town-owned retaining walls. The Economic Development Authority and the Planning Commission unanimously endorsed the plan. Suggested council action was authorizing the planning and community development staff to implement the plan.

Mr. Hankins stated that it was the consensus of the committee to give the review of Public Art proposal, to the Town Planner and see that it was developed, if Council recommended to do so.

The Mayor asked where would the placement be of the Love Works sign? Mr. Hankins stated there were several places being looked at as possible options. Mr. Hankins stated that the sign would be a popular tourist attraction.

**Discussion: None**

**Motion: To approve the request**

**Motion By: Council Member Stockton**

**Second: Council Member Snead**

**Motion Discussion: None**

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

**Nays: None**

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

## **REFERRALS TO PLANNING**

None at this time

## **OTHER MATTERS AND CONCERNS**

Rise n' Shine was cancelled today.

Council Member Cundiff stated the Town Finance Department had 56 cutoff water bills during the past month. Council Member Cundiff stated that was an absorbant amount of cutoffs and would require a good deal of man hours.

The Mayor asked what kind of time factor was involved with all the citizens that came to pay and have their water turned back on? Mr. Schofield stated that if the citizens paid before 2:30 p.m., the Town tried to return service to them the same day.

Council Member Moyer asked in regard of any habitual offenders, when the citizens are disconnected and then service is returned; why not raise their water bill rate? Mr. Ervin stated that he and Ms. Woody could together come up with a scale that addressed the citizens that get disconnected habitually. The scale could then be given to the Public Utilities committee to discuss. Also to discuss, could be a voluntary disconnect and resume service fee, if the citizen wanted to pay more to get their water back on the same day. Otherwise, once the Public Works department was finished with the disconnections in the morning, the Town would not go back out until the next business day, unless the citizen paid extra for the Town to resume the service.

The Mayor wanted to see what other localities, that are similar in size, did in situations such as the Town was having.

Council Member Cundiff stated he did not want to be hard on the citizens that could least afford it but stated that the cutoffs were reaching the point that something should be looked at.

A Public Utilities committee meeting would be called to discuss why so many water accounts were being cut off. The committee would then report back to Council the next regular meeting.

**CLOSED MEETING AND ACTION**

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. Industrial Park and CBD

**ADJOURNMENT**

**Motion:** To adjourn meeting

**Time:** 8:02 p.m.

**Motion By:** Council Member Moyer

**Second:** Vice Mayor Walker

**Motion Discussion:** None

**Ayes:** Cundiff, Moyer, 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