

**ROCKY MOUNT TOWN COUNCIL
OCTOBER 13, 2014**

The October 13, 2014 regular meeting of the Rocky Mount Town Council (hereinafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building 345 Donald Avenue, Rocky Mount, Virginia at 7:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

Vice Mayor Gregory B. Walker and Council Members Bobby M. Cundiff, P. Ann Love, Robert L. Moyer, and Billie W. Stockton.

The meeting was called to order by Mayor Angle.

For the record, the following were present: All members of Council as noted: Town Manager C. James Ervin, Assistant Town Manager/Community Development Director Matthew C. Hankins (and Planning & Zoning Administrator), Town Attorney John T. Boitnott, Acting Chief of Police Kenneth Criner, Finance Director Linda Woody, Fire Chief Charles Robertson, and Town Clerk Patricia H. Keatts. Absent due to a medical issue was Council Member Jon W. Snead; also absent due to being on vacation were Public Works Director Cecil R. Mason was Wastewater Treatment Plant Superintendent Timothy Burton.

PLEDGE OF ALLEGIANCE

The Mayor led in the Pledge of Allegiance.

APPROVAL OF AGENDA

The Mayor requested the agenda be amended for the following reasons:

1. Add under *Special Items* proposed "Town of Rocky Mount Policy Allowing Participation in Meetings Through Electronic Means" in order to permit Council Member Jon W. Snead to participate in tonight's Council meeting.
2. Add under *Consent Agenda* under "Miscellaneous Action" an item requested by Town Attorney regarding easement ingress/egress on Farmers' Market property In relation to Cox's Fashion property.
3. Add under *New Business* report by BT's Tax & Business Services regarding the Harvester Performance Center.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Vice Mayor Walker to approve to amend the agenda as presented, with motion on the floor being seconded by Council Member Stockton. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

SPECIAL ITEMS

- A. Review and consideration of approval of proposed “Town of Rocky Mount Policy Allowing Participation in Meetings Through Electronic Means” to allow Council Member Jon W. Snead to participate in tonight’s Council meeting.

The Town Attorney presented for Council’s review and consideration of approving proposed policy prepared by Town staff:

Town of Rocky Mount
Policy Allowing Participation in Meetings
Through Electronic Communication Means

In accordance with Code of Virginia (1950) as amended, Section 2.2-3708.1 (Participation in meetings in event of emergency or personal matter; certain disabilities; distance from meeting location for certain public bodies.), a member of the Town of Rocky Mount Council or Planning Commission may participate in a regular or called meeting through electronic communication means from a remote location that is not open to the public if, on or before the day of a meeting, a member of the public body holding the meeting notifies the Mayor of Rocky Mount Town Council or the Chair of the Planning Commission that such member is unable to attend the meeting due to an emergency or personal matter and identifies with specificity the nature of the emergency or personal matter, and the public body holding the meeting records in its minutes the specific nature of the emergency or personal matter and the remote location from which the member participated.

Such participation shall meet the following requirements:

- 1. Participation by the member shall be limited each calendar year to two meetings or 25 percent of the meetings of the public body, whichever is fewer; and*
- 2. If a member of a public body notifies the chair of the public body that such member is unable to attend a meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance and the public body records this fact and the remote location from which the member participated in its minutes; and*
- 3. A quorum of the public body is physically assembled at the primary or central meeting location; and*
- 4. The public body makes arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.*

There being no comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Stockton to approve the proposed policy as presented, with motion on the floor being seconded by Council Member Moyer. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

At 7:05 p.m., let the record show that Council Member Jon W. Snead joined the on-going October 13, 2014 Rocky Mount Town Council meeting via electronic means. Council Member Snead verified to the Town Clerk the following: (1) his remote location was 25 Mountain View Drive, Rocky Mount, Virginia 24151 (personal residence); and (2) his specific personal matter that prevented him from not being able to attend the Council meeting in person was a medical condition in that he had the influenza.

B. Government Finance Officers Association (GFOA) recognition of Town of Rocky Mount's Finance Department of Certificate for Achievement for Excellence in Financial Reporting.

The Town Manager informed Council that the Town had received a letter dated August 25, 2014 from Stephen J. Gauthier, Director of Technical Services Center for the Government Finance Officers Association (GFOA), notifying the Town regarding the Town's comprehensive annual financial report for the fiscal year ended June 30, 2013 qualifying for a Certificate for Achievement for Excellence in Financial Reporting. The certificate awarded by GFOA is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment on part of the Town of Rocky Mount's Finance Department Director and staff.

It was confirmed by the Finance Director that this is the ninth consecutive year that the Town of Rocky Mount's Finance Department has received this award. Along with the Town Manager, the Mayor thanked the Finance Director and her staff for a job well done.

Let the record show there was no action needed.

PUBLIC HEARING

Let the record show there were no public hearings at this time.

APPROVAL OF MINUTES

Prior to the meeting, Council had received for consideration of approval the following draft minutes:

- September 8, 2014 Regular Council Meeting

The Mayor asked if there were any changes to the draft minutes, and there being none, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Love to approve the draft minutes as presented, with motion on the floor being seconded by Council Member Cundiff. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

APPROVAL OF CONSENT AGENDA

The approval of the *Consent Agenda* consists of approving any miscellaneous resolutions/proclamations, miscellaneous action, departmental monthly reports, and bill list that were submitted prior to the meeting for Council's review and consideration.

- Miscellaneous Resolutions/Proclamations (*none at this time*)
- Miscellaneous Action
 - Request of Town Attorney regarding allowing ROBERSON 455 FRANKLIN LLC (known as Cox's Fashion property) an access easement across the Town of Rocky Mount's Farmers' Market parking lot area to the loading dock at the rear of the Cox's Fashion building. The Town Attorney explained where the proposed easement would be and that Mr. Roberson (owner of Cox's Fashion) has seen the proposed easement and agrees with it.
- Departmental Monthly Report
- Bill List

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Moyer to approve the "Consent Agenda" as presented, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor was passed unanimously by those present.

HEARING OF CITIZENS

Let the record show that no one had contacted the Town Clerk's Office wishing to come before Council to speak.

At this time, the Mayor opened the floor to anyone wishing to come before Council to speak. Let the record show that no one came forward at this time.

OLD BUSINESS

A. Review and consideration of awarding contract for Town of Rocky Mount Pendleton Street tank demolition project.

The Superintendent of the Water Department came before Council and presented the following:

- Based on a structural evaluation by Caldwell Tank, the Water Department commissioned a study to determine what options were available for removal and replacement of the Pendleton Street water tanks.
- The tanks are very old and past their prime.
- The engineering firm of Thompson and Litton evaluated the Town's need for water storage and have advised that the tanks can be removed and replaced with a valve vault that will serve the affected area with adequate fire flow, eliminating the need for a new replacement water tank.
- Originally, the engineering firm estimated the cost for removal at approximately \$200,000.
- With Council's approval, staff moved forward with a Request For Proposal (RFP) for tank removal and valve vault work.
- Town staff received two qualifying bids and after a thorough vetting by Thompson & Litton, have accepted the bid from Taff and Frye Company, Inc. in the amount of \$96,450.
- Thompson & Litton has researched the firm of Taff and Frye Company, Inc. and believe they are very legitimate and a good company to work with.
- Staff is especially pleased to report that the winning bid was well under budget.

The Superintendent of the Water Department confirmed to Council that work to remove the tanks should start in approximately 30 days.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Love to approve to proceed with awarding the contract for the demolition of the Pendleton tanks to Taff and Frye Company, Inc. as requested, with motion on the floor being seconded by Council Member Cundiff. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

B. Discussion regarding Town of Rocky Mount annual retreat.

The Town Manager informed Council that it has been about seven years since a Council annual retreat has been held. In previous discussions with Council, it was the consensus of Council that an annual retreat be held and that to the extent possible, it be local to avoid travel costs. Staff proposed hosting a day and a half retreat at the Harvester Performance Center in 2015 for the dates of January 9th and

10th, or January 16th and 17th, with meeting lasting four hours on Friday afternoon/evening and six hours on Saturday.

After further discussion, the Mayor asked what Council wanted to do regarding a date to hold the proposed annual retreat.

Consensus Action Taken:

It was the consensus of Council that the Town Manager search other possible dates to hold the annual retreat in February 2015 due to some Council members having prior dates already committed. The Town Manager so noted.

C. Review and consideration of draft resolution regarding additional costs of LED lights for the Town of Rocky Mount's Water Department and Wastewater Department.

In absence of the Superintendent of the Wastewater Treatment Plant, the Assistant Town Manager informed Council of the following regarding a draft "Town of Rocky Mount Supplemental Appropriation Resolution for the Fiscal Year June 30, 2015" for the LED light replacement project bids:

- The bids for the LED light replacement project for the Water Treatment Plant and Wastewater Treatment Plant came in over budget.
- The bids for the Pendleton water tanks and the Wastewater Treatment Plant compactor came in under budget.
- Bids for the LED light replacement project were received and were \$939 over budget at the Water Treatment Plant and \$1,461 over budget at the Wastewater Treatment Plant.
- Bids for the removal of the Pendleton water tanks and bids for the compactor at the Wastewater Plant came in under budget.
- Excess funds from the Pendleton tank removal will be moved to the Water Treatment Plant LED lights project to cover the deficit, and excess funds from the compactor will be moved to the Wastewater Treatment Plant LED lights project to cover the deficit.
- This request adjusts the budget for these four items by taking \$939 from the Pendleton tank removal project and adding it to the Water Treatment Plant LED light replacement project, and by taking the \$1,461 from the Wastewater Treatment Plant compactor project and adding it to the Wastewater Treatment Plant LED light replacement project.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Cundiff to move forward with the draft appropriation resolution, with motion on the floor being seconded by Council Member Moyer. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

NEW BUSINESS

- A. Review and consideration of request from Community Partnership for Revitalization (CPR) for closure of Franklin Street for their upcoming "Come Home to a Franklin County Christmas" annual event scheduled for December 5, 2014.

The Town Manager on behalf of Mrs. Carolyn Johnson, President Community Partnership for Revitalization (CPR) and their other partners, came before Council presenting their request:

- Permission to close Franklin Street during their "Come Home to a Franklin County Christmas" annual event scheduled to be held on December 5, 2014 as proposed in their letter as submitted to Council.
- Lt. Mark Lovern with the Rocky Mount Police Department (RMPD) has confirmed that he has spoken with Mrs. Johnson and the street closure the RMPD has approved is Franklin Street from Diamond Avenue to West College Street (clock tower at the Farmers' Market), with RMPD providing officers at the crosswalk in front of the Harvester Performance Center, as they do at every concert held at the performance center.

Carolyn Johnson was in the audience and confirmed to the Mayor that everything they had requested was in the letter submitted to the Town regarding their request.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Moyer to approve the request of Community Partnership for Revitalization, with motion on the floor being seconded by Council Member Love. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

- B. Review and consideration of request from STEP, Inc. for additional funding.

The Town Manager informed Council that STEP, Inc. has approached the Town regarding a financial shortfall in their current fiscal year, with them requesting that the Town donate to them the unallocated outside agency funds in the amount of \$1,000 in the current fiscal year budget. He also stated that they are seeking to back fund their senior meals program.

The Town Manager introduced Mr. William (Bill) Loope to Council, who came before them thanking them for letting him speak. Mr. Loope basically went over the shortfall in their current fiscal year, specifically, senior meals program. He further stated the following:

- Has met with the Town Manager and Assistant Town Manager, who relayed to him that there may be some unallocated funds available from the Town.

- The Smith Mountain Lake Charity Home Tour was held and they will be allocating some of those funds to STEP's senior meals program.
- Confirmed that Franklin County Board of Supervisors administrators have been approached and that they had some novel ideas for them to make up their shortfall (i.e., use of the County-owned Essig Building at no charge), but the County at this time has not given them a firm answer on funding, although he feels like they will.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Love to approve the request of \$1,000, with motion on the floor being seconded by Council Member Stockton. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

C. Review and consideration of request from Free Clinic of Franklin County, Inc. for an exemption from real estate and personal property tax at their new facility.

The Town Manager stated that Council had received a request from Alise Culbertson, Executive Director of Free Clinic of Franklin County, Inc., for the Clinic to have an exemption from real estate and personal property tax at their new location at 1171 Franklin Street. A letter had been submitted going into further detail:

- This same request was sent to the Franklin County Board of Supervisors (FCBOS) for exemption of Franklin County taxes.
- On September 16, 2014, the FCBOS held a public hearing to receive public comment on the Clinic's request and the Board of Supervisors unanimously approved to grant them tax-exempt status.
- After the approval, the Clerk to the FCBOS submitted notice to Margaret Torrence, Franklin County Commissioner of Revenue, of the decision of FCBOS to allow the exemptions for Free Clinic of Franklin County, Inc. from real estate and personal property tax at their new location.
- The annual taxes due for the property and structure for the Town of Rocky Mount are:
 - o Real estate value of \$997,300 at the Town tax rate of \$.13 per \$100 would be Town taxes of \$1,296.49.
 - o Personal property value of \$10,617.50 at the Town tax rate of \$.51 per \$100 would be Town taxes of \$54.15.
 - o The total for both real estate and personal property taxes equals \$1,350.64.
- A public hearing will need to be held prior to Council action.
- The Town Attorney has reviewed the request and will prepare the required draft ordinance.

The Town Attorney confirmed to Council that the request before Council cannot be considered at this time, but that the Town will have to set up for the required public hearing, if Council so wishes to do so. If Council so wishes to proceed with a public

hearing, it will be set for the next regularly scheduled Council meeting in November 2014.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Moyer for Council to hold a public hearing during the regularly scheduled Council meeting in November 2014 to solicit public input regarding the Free Clinic's request for tax exemption for their property located at 1171 Franklin Street, with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

D. Presentation by Disability Rights & Resource Center.

Mr. Tom Mason, Executive Director of Disability Rights & Resources Center (DRRC), came before Council and gave them a brief synopsis of who he was and his history with the Town. He stated he had requested to come before Council to make a presentation about DRRC, which is located in Rocky Mount, Virginia. He further stated that he wanted his presentation to focus on who they serve how they serve them. He presented the following:

- Gave a brief synopsis of who he was personally and his history with owning a business in-town with his father, and his working experience since then.
- The DRRC is a private, non-profit community agency providing independent living services for the counties of Franklin, Patrick, Henry, Pittsylvania, and the cities of Martinsville and Danville.
- Went over their core services: advocacy; peer counseling; independent living skills training; and information and referral.
- DRRC is very active in the community.

Mr. Mason introduced Dr. Pam Cobbler, who is the Community Advocate for DRRC. Dr. Cobbler went over the history of her motorcycle injury. She explained that DRRC is basically a one-stop-shop for people with disabilities, not only those types of disabilities you can visibly see, but other disabilities as well. She asked that Council refer people to DRRC that need their type of assistance.

Mr. Mason concluded his presentation by stating that all their funding from the state is used for daily operations, such as staffing and payroll, and anything else such as equipment and materials that are needed are not funded by the state.

Mr. Mason pointed out that at some point and time, they will come back before Council asking for some funding.

Let the record show there was no action needed.

E. Review and consideration of request of Franklin County Family YMCA to hold their second annual “Y Resolve 5k/10k” run.

Jennifer DeForest, on behalf of Franklin County Family YMCA, came before Council requesting to hold their second annual “Y Resolve 5k/10k” event on Saturday, January 24, 2015.

The Town Manager confirmed that Lt. Mark Lovern with the Rocky Mount Police Department has reviewed the request and approves the route as proposed.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Vice Mayor Walker to approve the request, with motion on the floor being seconded by Council Member Love. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

F. Review and consideration of awarding contract for a Town of Rocky Mount Water Department project to fill below the Blackwater River Dam.

The Water Department Superintendent came before Council regarding their consideration of awarding the contract for a Town of Rocky Mount Water Department project to fill below the Blackwater River Dam. He pointed out the following:

- After the drownings that occurred at the Blackwater Dam in 2009, the Town put a number of safety measures into place in an effort to improve safety for people who canoe and kayak on the river.
- Among the improvements was the filling of the splash pool with rocks to eliminate the dangerous currents that can form when the river level is elevated after a heavy rain.
- The rock that was placed below the dam is largely intact, but due to periodic flooding, some of the rock has been pushed away from the dam due to the force of the water moving.
- During Fiscal Year 2014, the Water Department worked with WW Associates to design a follow-up project that would increase the fill below the dam, using larger rock and increasing the level of rock to be nearly even with the top of the dam, sloping away from the top to virtually eliminate the “water fall” effect.
- WW Associates helped staff to obtain the necessary permits to work in the river.
- Over the summer, a Request for Proposal (RFP) was issued to find a contractor who could work with heavy rocks and place them carefully to prevent damage to the dam.
- Advertised locally but did not get any response. It is staff’s belief that the reason no bids were received from local contractors was due to them not having the equipment to do this type of work. Advertised in Roanoke and received no response. Due to this, staff contacted a number of qualified contractors directly to solicit prices. Prices were received from three companies: Virginia Site Works,

Inc. at \$37,000; Joe Bandy & Sons at \$28,500; and the lowest offer from Laughon & Johnson, Inc. at a cost of \$21,300, which is under budget.

- The Town's engineering firm of WW Associates has determined that Laughon & Johnson is a reputable and capable contractor that can do the job.
- With Council approval of proposed bidder, work should start sometime next week.

The Town Manager pointed out that in preparation of the current fiscal year budget, the main thing is to make sure there is no more hydraulic forming. The project, as proposed, will provide a safe environment for people coming down the river who do not use the canoe take-out.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Cundiff to award the contract to the lowest bidder, Laughon & Johnson, Inc., with motion on the floor being seconded by Vice Mayor Walker. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

G. Review and consideration of awarding contract for Town of Rocky Mount Wastewater Treatment Plant project to purchase wastewater compactor.

The Town Manager (in lieu of the Wastewater Department Superintendent who was on vacation) presented to Council the following regarding the awarding of contract for Town of Rocky Mount Wastewater Treatment Plant project to purchase wastewater compactor:

- Had budgeted in the Fiscal Year 2014 funds to purchase a replacement wastewater compactor.
- This item was bid out, and on October 1st, four bids were received with the lowest bidder being JWC Environmental in the amount of \$43,972.
- Staff will be installing the compactor, with additional funds being spent to purchase the equipment to do so, with wiring being done by a local electrician. These additional funds should not exceed \$5,000.
- The Superintendent of the Wastewater Treatment Plant feels like this is a good bid and was well below the budgeted amount of \$80,000.
- The Superintendent of the Wastewater Treatment Plant was very careful bidding the project out.
- Since the lowest bid received was well under budget, staff asks for permission to order the notice to proceed.

There being no further comments, the Mayor entertained a motion.

Motion Action Taken:

Motion was made by Council Member Cundiff for the Wastewater Treatment Plant Superintendent to issue the order to proceed to the lowest bidder as discussed, with

motion on the floor being seconded by Council Member Stockton. There being no discussion, let the record show the motion on the floor passed unanimously by those present.

COMMITTEE REPORTS

A. Streets, Sidewalks & Streetlights Committee

The Town Manager informed Council that the Streets, Sidewalks & Streetlights Committee met on October 1, 2014 to consider the following:

1. Realignment of the intersection of Floyd Avenue and Franklin Street: Staff proposed initiating a study to determine if Floyd Avenue could be realigned to eliminate the stop sign on State Route 40. Based on traffic and standard Virginia Department of Transportation street alignment concepts, Floyd Avenue should stop the through traffic on State Route 40. Correcting this could improve traffic flow and pedestrian safety in the intersection. The Committee recommended doing a traffic count study and a conceptual layout of a realigned intersection so that the issue could be looked at further. *Proposed Council Action: none required.*
2. Abandonment of a portion of Angle Street: A new business owner has asked for a portion of Angle Street, rendered obsolete by the library project, to be abandoned by the Town so that they could add the space as outdoor dining for a planned restaurant. The Committee felt that abandonment prior to a demonstrated success of the venture was premature and recommended that the Town's right-of-way not be abandoned until such time as the property owner has established a successful operation. *Proposed Council Action: Accept or alter the recommendation.*
3. Request for Parking on Randolph Street: A business owner asked for on-street parking on Randolph Street. The Town's Public Works Director reported that the spaces would be limited to seven feet, if so marked, due to the narrow nature of the road. The Committee discussed the fact that there was previous parking on this street and had a discussion about safety with the Town's Public Works Director. The Committee recommended that spaces be marked as a trial and that the Town reserve the right to remove them in the event that future activity warrants it. *Proposed Council Action: None required unless there is significant objection to the plan.)*

There was discussion regarding the parking on Randolph Street. The Town Manager explained where the three on-street parking places would be along Randolph Street, and not in front of the place of business further up closer in front of the driveway to the Christian Church as was originally thought. It was Council's determination that that the proposed three parking spaces along

Randolph Street be monitored, and if it doesn't seem to be working out the way it is suppose to and becomes a problem, they can be moved.

Consensus Action Taken:

It was the consensus of Council to monitor the proposed parking spaces at this time.

OTHER MATTERS & COMMENTS

A. Referrals to Planning Commission from Town Council

Let the record show there were no referrals at this time.

B. Rise 'N Shine Appearances

Let the record show that the Town Manager appeared on the *Rise 'N Shine* show this morning with host Richard Shoemaker.

COUNCIL CONCERNS

A. Council Member Moyer:

There was discussion regarding the parking at the Farmers' Market (Market), with Council Member Moyer expressing concern of vendors not having enough parking spaces available for those wishing to come to the Market to shop from them due to other people taking up the additional parking spaces that vendors believe are eating at the Bootlegger's Café or visiting the Harvester Performance Center. The Town Manager and Assistant Town Manager explained that some of the additional parking was used by those attending the Crooked Road Board meeting that was held at the Harvester Performance Center.

Consensus Action Taken:

It was the consensus of Council to have Council Member Moyer (as Chair of the Public Facilities & Special Events Committee) to call a meeting as soon as possible to discuss the best way to handle the parking at the Farmers' Market. As Chair of the Committee, Council Member Moyer so agreed to call the meeting.

B. Council Member Love:

There was discussion regarding concerns Council Member Love had about the street lighting at the locations of Floyd Street and Bank Street. The Assistant Town Manager stated that it was his understanding that Appalachian Power Company was suppose to install lights at the corner rounding the curve between Kay's Cleaners and the Harvester Performance Center. The Town Manager stated that he and the Acting Chief of Police will ride around that area tomorrow and see what lights are needed. The Assistant Town Manager informed Council that he has asked Shively

Electric to look into why the Farmers' Market lights have not been working properly, but a lot of the problem is that the Market vendors are turning the lights off. He further informed Council that he has asked the vendors to not turn off the lights in the future, and if they don't stop doing this, he will have to lock the control box panel.

C. Mayor Steven Angle:

Mentioned the Virginia Municipal League (VML) President's Award (the top award for the State of Virginia) the Town received regarding the Harvester Performance Center, and that if anyone wanted to see it, it was being displayed at this time on the table as you enter the Council Chambers. He also mentioned that this is the first time that he can remember the Town receiving any award from VML.

CLOSED MEETING

At 8:06 p.m., motion was made by Vice Mayor Walker to go into Closed Meeting to discuss the following:

- Section 2.2-3711(A).1 - Discussion, consideration or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body (committee appointments).

At 9:15 p.m., motion was made by Council Member Stockton to come out of Closed Meeting and to reconvene the meeting back into open session, with motion on the floor being seconded by Council Member Love and carried unanimously.

CERTIFICATE OF CLOSED MEETING

Whereas, the Town of Rocky Mount Council has convened a Closed Meeting on this date 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 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.

Steven C. Angle, Mayor

Motion was made by Council Member Moyer certifying that nothing was discussed in Closed Meeting other than what was stated. Motion was seconded by Council Member Cundiff. The Mayor swore to adopt the motion on the floor by Council Member Moyer that this was all that was discussed as defined in Section 2.2-3412 Code of Virginia. Voting yes were Vice Mayor Gregory B. Walker and Council Members, Bobby M. Cundiff, P. Ann Love, Robert L. Moyer, Jon W. Snead, and Billie W. Stockton

The Mayor reported that no action was taken.

WORK SESSION

After coming out of the *Closed Meeting*, a work session was conducted to receive a report from Mr. Andy Turner of BT's Tax & Business Services regarding the operating expenses and revenues of the Harvester Performance Center (Harvester). Mr. Turner reviewed figures from January 1, 2014 to August 31, 2014.

The following was discussed:

- Ample discussion occurred regarding the projected operational loss of \$298,657 and how much of that was related to initial expenses. Staff presented a plan to implement modest fee increases to trend towards balanced revenue and expenses. It was noted by Mr. Turner that the shows themselves are generally self-supporting, especially for the shows that occurred after the Harvester obtained its ABC license.
- The Town Manager noted that this was the first look at the combined figures for the staff of the Harvester as well, and that they would be used to set targets for revenue going forward; and that he had asked the managing staff of the Harvester to over spend on security initially and set ticket price targets that would error on the side of drawing more people for the economic gain to the community.
- The Assistant Town Manager also reported that the operation was over budget for advertising in an effort to establish initial brand recognition in the region and that that effort could be reduced.
- The initial proposal is to increase the service fee by \$1.00 and to target a 10% revenue increase per show. The Assistant Town Manager reported that this would not result in visible changes to the venue revenue for six months as the shows for that period are already scheduled and tickets are being sold.

Council Member Cundiff requested that the reports focus on a quarterly snapshot on a going forward basis.

Consensus Action Taken:

It was the consensus of the Council to receive future updates from Mr. Turner at a work session prior to the Council meeting.

ADJOURNMENT

At 9:40 p.m., motion was made by Council Member Love to adjourn, seconded by Council Member Stockton and carried unanimously.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk