

ROCKY MOUNT TOWN COUNCIL
AGENDA
REGULAR COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS
ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE
ROCKY MOUNT, VIRGINIA
JANUARY 13, 2014
AT 7:00 P.M.

NOTE: WHEN SPEAKING BEFORE TOWN COUNCIL, PLEASE COME TO THE PODIUM AND GIVE YOUR NAME AND ADDRESS, ADDRESSING TOWN COUNCIL AND NOT THE AUDIENCE. WHEN GIVING COUNCIL ANY DOCUMENTATION, COPIES ARE TO BE GIVEN TO THE TOWN CLERK PRIOR TO SPEAKING. ALL CELLULAR PHONES MUST BE TURNED OFF DURING COUNCIL MEETING. THE TOWN OF ROCKY MOUNT IS PLEASED TO OFFER ASSISTANCE DEVICES AT ITS MEETING FOR THOSE ATTENDING WITH SPECIAL HEARING NEEDS. ASK ANY STAFF MEMBER OR THE TOWN CLERK AND A DEVICE WILL BE LOANED TO YOU.

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items
 - Proclamation Honoring William O. Helm, Jr.
- V. Public Hearing(s)
(none at this time)
- VI. Approval of Draft Minutes
 - December 9, 2013 Regular Council Meeting
 - January 8, 2014 Special Council Meeting
- VII. Approval of Consent Agenda
 - Miscellaneous Resolutions/Proclamations
 - Miscellaneous Action
 - Departmental Monthly Reports
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department
- VIII. Hearing of Citizens
(none at this time)
- IX. Old Business
 - A. Update on Harvester Performance Center by Assistant Town Manager.

- X. New Business
- A. Review and consideration of request of Mr. Johnny Nolen, Race Director for Johnny CASA 5Miler-5k Run/Walk Event, to allow them to be able to hold their annual event.
 - B. Review and consideration of request of Ms. Tammy White, General Manager of Aaron's of Rocky Mount to allow them to be able to hold a Sound Quality and Car Audio competition.
- XI. Committee Reports
- XII. Other Matters, Concerns and Rise 'N Shine Appearances
- A. Referrals to Planning Commission from Rocky Mount Town Council
 - B. *Rise 'N Shine Appearances*
- XIII. Closed Meeting and Action
- 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 (Beautification and Urban Development (BUD) Commission appointment).
 - Section 2.2-3711(A).3 - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body (location undisclosed).
- XIV. Adjournment

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

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.



**PROCLAMATION
BY THE
ROCKY MOUNT TOWN COUNCIL
HONORING
WILLIAM O. HELM, JR.**

Whereas, William O. Helm, Jr. is retiring from his position as at-large member of the Franklin County School Board after 32 years as an appointed and elected member of the body, one of the longest School Board tenures on record within the Commonwealth of Virginia; and

Whereas, William O. Helm, Jr. has played an important role in increasing the quality, availability and breadth of educational opportunities, facilities and activities for the students of Rocky Mount and Franklin County, ensuring that students of all backgrounds, abilities and aspirations could achieve success not only in an educational setting but within their lives as citizens; and

Whereas, through his position as an advocate for children, William O. Helm, Jr. has worked to ensure that teachers, parents and communities throughout Rocky Mount and Franklin County have access to the resources of the school system, recognizing that schools and their facilities are vital to drawing tighter the bonds that build stronger communities; and

Whereas, through spending time ensuring opportunity for the families of the community, William O. Helm, Jr. has himself missed out on countless hours and opportunities to spend time with his own family and friends, selflessly sacrificing of his own time to ensure that the time available to others is more richly filled because of the quality of education available to students; and

Whereas, through his tenure on the board, William O. Helm, Jr. and other school board members have brought state and national attention to the quality of Franklin County's school facilities, programs, educators and staff.

Now, Therefore, I, Steven C. Angle, Mayor of Rocky Mount, on behalf of the grateful Town Council and citizens of Rocky Mount, do hereby declare and convey the appreciation of our community to William O. Helm, Jr. in gratitude of his service to the community; and

In celebration of the career and accomplishments of William O. Helm, Jr., I do hereby declare the week of January 12-18, 2014, to be William O. Helm, Jr. Week in the Town of Rocky Mount and do call the observance of this occasion to the attention of our residents.

Given under my hand this 13th day of January 2014.


Steven C. Angle, Mayor

ATTEST:


Patricia H. Keatts, Town Clerk

**ROCKY MOUNT TOWN COUNCIL
REGULAR COUNCIL MEETING
DECEMBER 9, 2013**

The December 9, 2013 regular Council meeting of the Rocky Mount Town 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:

Vice Mayor Gregory B. Walker and Council Members
Bobby M. Cundiff, Jerry W. Greer, Sr., 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 Town 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, Chief of Police David Cundiff, Finance Director Linda Woody, Town Planner Patrick Rust, Superintendent of Water Department Robert Deitrich, Superintendent of Wastewater Department Timothy Burton, Fire Chief Charles Robertson, and Town Clerk Patricia H. Keatts. For the record, Public Works Director Cecil Mason was absent.

The Mayor led the *Pledge of Allegiance*.

APPROVAL OF AGENDA

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

Motion action taken:

Motion was made by Vice Mayor Walker to approve the agenda as amended, seconded by Council Member Cundiff and carried unanimously by those present.

SPECIAL ITEMS

Let the record show that the Mayor presented a resolution and “Key to the Town” honoring Junior Sisk for contributions to American arts and cultures. The resolution was read into the record.

Mr. Sisk stated that he was truly honored in receiving the resolution and key, thanking his family, friends, fans and Franklin County, as he calls Franklin County home.

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:

- November 12, 2013 Regular Council Meeting
- November 18, 2013 Special Work Session Meeting
- November 21, 2013 Special 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 Greer to approve the draft minutes as presented, with motion on the floor being seconded by Council Member Stockton. There being no comments, 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
 - Review and consideration of approval of draft "Certificate of Adoption Resolution by the Rocky Mount Town Council" in relation to the Town of Rocky Mount's Flexible Spending Accounts (FSA).
- Miscellaneous Action
- Departmental Monthly Report
 - Community Development
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Waste Water Department
 - Water Department
- Bill List

At the request of Council, the Town Manager further explained how the Town's Flexible Spending Accounts (FSA) has changed the rules that now allow an employee to be able to carryover \$500 a year, and with the Town's approval of the requested FSA certificate of adoption of resolution, this would allow the Town to participate, with the resolution being required to be adopted prior to the Town being able to do so.

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

Motion action taken:

Motion was made by Vice Mayor Walker to approve the draft *Consent Agenda* as presented, seconded by Council Member Moyer. There being no discussion, let the record show that the motion on the floor 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.

Let the record further show that the Mayor opened the floor to anyone wishing to come forward to speak before Council at this time.

- Mr. James (Jim) Currie, CEO of the Franklin County YMCA, stated he was coming forward to address Council at the request of the Mayor in order to introduce himself, being new in the position as CEO of Franklin County YMCA. He encouraged all of Council and the Mayor to come and visit the YMCA again, with them probably finding out that over the next few months there will be the institution of new events. He stated that he is excited about the new organization of the YMCA

Let the record show that no one else came forward to speak at this time.

OLD BUSINESS

- A. Update by Superintendent of Water Plant regarding water accountability measures at the Rocky Mount Water Treatment Plant.

The Superintendent of the Rocky Mount Water Treatment Plant came forward stating that in order to assure that the accuracy of the Town's inter-plant metering is as accurate as possible, staff has hired one of the Town's engineering consultant partners to do a thorough accounting of all the water uses and losses within the Water Plant. By February 2014 Council meeting, staff should have something more concrete to share with Council.

No action needed at this time.

- B. Review and consideration of scheduling a Rocky Mount Town Council work session to discuss the Town's health insurance; specifically, Council members participation in the Town's health insurance program.

The Town Manager informed Council of the following:

- For the current plan year, members of Town Council have been classified as full-time employees for the calculation of the Town's contribution towards their participation in the Town's health insurance program. Council has indicated that this policy should be altered or reviewed prior to next year's renewals.

- This plan year will end on June 30, 2014 and definitive direction needs to be given to staff for the upcoming plan year. Staff asks that a Council work session be schedule for Council's consideration of this issue and make a recommendation in January as to the following:
 - Administrative code of Virginia requires that Council be treated as employees for the purpose of medical insurance.
 - The Town has two classes of employees as it relates to insurance benefits, full-time and part-time.
 - The Town currently allows part-time employees to buy health insurance through the Town.
 - Administrative Code of Virginia requires that if part-time employees are allowed to participate, the Town must contribute at least 50% of the amount contributed towards a full-time employee's health insurance plan. The Town meets this requirement.
- For the Fiscal Year 2015 plan year commencing July 1, 2014, Council must classify themselves as either full-time or part-time, and determine if part-time employees of the Town will continue to have access to the Town's health insurance plan.

The Mayor stated that he believes it is a good idea for Council to sit down and discuss this during a Council work session.

The Town Clerk was asked by the Mayor to poll all Council members to see what day would be good for the work session to take place after Christmas, with it needing to be scheduled prior to the next regularly scheduled Council meeting. The Town Clerk so noted.

No action needed at this time.

NEW BUSINESS

- A. Review and consideration of request of Free Clinic of Franklin County regarding waiver of water/sewer connection fee for their new facility.

The Town Manager reported that Alise Culbertson, Executive Director of Free Clinic of Franklin County, had submitted a request for Council's review and consideration of waiver of the \$3,000 water/sewer meter connection fee for a 1" line to their new facility located at the Franklin Plaza (Schewel's Shopping Center), address known as 1171 Franklin Street in Rocky Mount.

There was brief discussion regarding the capital recovery fee of \$24 a month, which was verified by the Town's Finance Director.

The Town Manager stated to Council that he has no objection of waiving the fee as Town Manager as Council has done this in the past; also, the Town is a financial partner with the Free Clinic.

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

Motion action taken:

Motion was made by Council Member Greer to approve the request for the waiver of the fees as presented, 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. Review and consideration of approval of draft “Town of Rocky Mount Supplemental Appropriation Resolution for the Fiscal Year Ending June 30, 2014” in relation to the installation of a faster internet bandwidth needed for the Rocky Mount Police Department software upgrade and for the new SCADA system to be installed at the Rocky Mount’s Water Treatment Plant and Wastewater Treatment Plant.

The Town Manager informed Council that this request goes hand-in-hand with another request that will be made by the Rocky Mount Police Department Chief of Police regarding software requirement upgrade in relation to the Franklin County Sheriff’s Office and e911 center. He further pointed out the following:

- To support this upgrade, the department will require a faster data connection to the e911 center.
- Additionally, the Water Treatment Plant and Wastewater Treatment Plant will benefit from faster data transfer now that they are implementing a SCADA system.
- To accomplish this, a quote has been obtained from Shentel to provide the Town internet service at a faster rate than the existing DSL connection through CenturyLink.
- This faster access comes at an increased cost. Annually, the move from DSL to cable internet access will cost an additional \$8,200. Shentel will also require a one time build-out fee of \$10,000 to construct the facilities needed to connect the Water and Wastewater plants. The long-term plan is to invest in fiber connections between the Town’s facilities to reduce this cost and improve service, but that will be a General Fund Capital Improvement Project (CIP) in future years.

The Town Manager stated that staff asks Council to appropriate additional funds from the General Fund Contingency to make this change in data service providers. Prior to the meeting, Council had received a draft “Town of Rocky Mount Supplemental Appropriation Resolution for the Fiscal Year Ending June 30, 2014” that related to this request.

The Chief of Police came forward basically reiterating what the Town Manager had stated regarding the Sheriff’s Office and e911 Center going to a new software (Southern Software), and in order to make that work, the Town has to go to the high speed fiber. Stated further that the new system should be up and running by the Sheriff’s Office in March 2014.

The Town Manager further stated that this is a stop-gap solution for the departments and further explained where the funds (\$10,000 coming out of contingency funds) will be payable to, which is Shentel, and in the long run, the Town will be looking at a larger fee to do fiber work for all Town facilities.

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

Motion action taken:

Motion was made by Council Member Greer to approve the request to appropriate additional funds from the General Fund Contingency to make this change in data service providers, seconded by Council Member Moyer. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

- C. Review and consideration of entering into purchase contract for software and approval of draft "Town of Rocky Mount Supplemental Appropriation Resolution for the Fiscal Year Ending June 30, 2014" in relation to the software purchase for Rocky Mount Police Department.

The Town Manager referenced what the Chief of Police had just alluded to regarding the need to change the Police Department's software dealing with the use of Records Management (RMS) and Computer Aided Dispatch (CAD) in order to be compatible with the Franklin County Sheriff's Office e911 system. Due to this, this leaves the Town having to have a big item to fund that is not in this fiscal year budget. The Town Manager pointed out the following:

- Franklin County's e911 center and the Sheriff's Office have made a mid-year off-budget change in the software they use for RMS and CAD.
- The Town's Police Department has long been a data partner with the RMS and CAD, and by virtue of that partnership, has always been required to operate the same software for RMS and CAD. The County's change forces the Town to make an equal off-budget mid-year software investment.
- Submitted for Council's review and consideration is a contract with Southern Software, Inc. for the purchase of the Town's share of the required software and licenses to operate the same product as the e911 center and the Sheriff's Office.
- The total investment required is \$47,055. If Council wishes to change the software used at the Town's Police Department as requested by the Town's Chief of Police, there are the following funding options available:
 - o Take the funds out of Fund Balance. If this is the method Council wishes to use, an appropriation resolution is submitted for Council's consideration.
 - o Finance the purchase. If Council wishes to make the purchase, but not take the funds out of Fund Balance, a short-term financing instrument can be arranged from one of the Town's state investment partners to make the purchase over five years, taking the funds that would be set aside for Police Department Capital projects.
- The Chief of Police indicates that this change is essential, given that they share a common dispatch and jail services with these other agencies.

The Chief of Police confirmed to Council that the company that this contract would replace, the Town currently pays them \$5,800 fee each year; plus another \$2,700 to another company for the use of the software; therefore, once the Town enters into this new contract agreement, those funds that were spent on these other companies will go back into the Fund Balance. He also stated that the current equipment was purchased in 1996 and it does not give out correct information, such as wrong addresses, wrong driver's license information, and from time-to-time, goes down during the weekends. The Chief of Police also confirmed that the Town's Police Department was consulted by the Sheriff's Office. He also confirmed that this is not a budgeted expense.

The Finance Director confirmed to Council that if they decide to finance the expense for the purchase and annual maintenance fees for the software at \$15,246.79 per year, it would result in a total cost of \$76,233.95; versus entering into the contract for the purchase of the compatible records management and computer aided dispatch software for a total of \$47,055.

The Town Manager stated that staff requests that Council authorize him to enter into submitted contract to guide staff as to financing preference, either approving a resolution to use Fund Balance, or authorizing Finance personnel to obtain financing.

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

Motion action taken:

Motion was made by Vice Mayor Walker to approve paying for the entire contract straight up in the amount of \$47,055.00, seconded by Council Member Love. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

D. Review and consideration of request of Franklin County YMCA to conduct a fundraising event.

Jennifer G. DeForest of 450 Laurel Run Drive, Callaway, Virginia, came before Council stating that efforts are underway for the Franklin County YMCA to host their first ever RESOLVE 5k/10k event on January 25, 2014, with both races beginning at 9 a.m., beginning at the YMCA. The proposed route is still not finalized, but the Chief of Police confirmed that the Police Department will make sure that the proposed route is okay.

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

Motion action taken:

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

E. Review and consideration of request of Town of Rocky Mount Wastewater Treatment Plant for an intern for 2014 through the Virginia Western Community College wastewater training program.

The Superintendent of the Wastewater Treatment Plant came before Council requesting approval to make available in 2014 an intern position for a person that is participating in the wastewater training program at Virginia Western Community College. He stated that Council authorized such an item in 2013 and stated that any future extension of an intern program would need to be considered by Council. Discussed that the funds for this position are already placed in the current budget and are not to exceed \$10,000. The Superintendent of the Wastewater Treatment Plant stated that one of the major benefits of having an intern is providing coverage at the plant during vacations, sick leave and during periods of heavy workloads, and that the intern receives valuable training.

The Wastewater Treatment Plant Superintendent requested Council's consideration to allow the hiring of an intern for the Wastewater Treatment Plant in 2014 that is participating in the Virginia Western Community College wastewater training program, and that they be hired under the same conditions of employment as in 2013.

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

Motion action taken:

Motion was made by Council Member Love to approve the request to hire an intern through the Virginia Western Community College wastewater training program for the Town's Wastewater Treatment Plant as presented, seconded by Council Member Greer. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

F. Review and consideration of Town of Rocky Mount holidays for Christmas and New Year's.

The Town Manager informed Council that the Governor of Virginia has announced that in addition to December 24th and December 25th, the State will be closing in observance of the Christmas holiday on December 23rd. Franklin County has indicated that they will follow suit and has officially adopted the opening and closing schedule of the State. The Governor's Office has also indicated that it is considering closing the State on December 31st, as well as January 1st in observance of New Year's Day.

The Town Manager asked Council if they wished to follow the State's schedule in relation to openings and closings for the Christmas and New Year's holidays. The Town Manager confirmed that as of right now, the Governor had not made a determination on the extra days closing for New Year's Day. There was brief discussion regarding following the State's schedule.

Consensus of Council:

Let the record show it was the consensus of Council to leave the Town's holiday closing schedule as it was already and not to follow what the State is proposing.

COMMITTEE REPORTS

A. Finance & Human Services Committee

The Finance & Human Services Committee met on today's date, December 9, 2013, at 6:00 p.m. (one hour prior to Council meeting) to review janitorial services bids received for the Town of Rocky Mount facilities, which consisted of: Rocky Mount Municipal Building, Community & Hospitality Center (Depot), Farmers' Market, and the Town's park facilities.

The Assistant Town Manager stated that during the November 12, 2013 regular Council meeting, staff had been directed to re-advertise the janitorial cleaning services for the Town facilities, which the staff did. After the re-advertising, two bids had been received, being: Sarver Cleaning Services, and DMS Cleaning Services. DMS Cleaning Services was the low bidder. He further stated that it was the recommendation of the Committee for Council to authorize the Town Manager to enter into a janitorial cleaning services agreement with DMS Cleaning Services.

There was discussion whether or not the two bids received were comparable to apples, with the Assistant Town Manager stating the only difference was the number of hours it would take to clean the Town facilities, with DMS Cleaning Services feeling like they can clean with less hours (80 hours or less a year), but other than that, the two bids received were pretty fair in comparison. He further stated that staff advertised for the janitorial services to be for two years with a one-year extension, but that can be negotiated to one year. Also discussed that if parties involved want the contract to be terminated before it expires, this can be done so by written letter giving 30 days notice of termination.

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

Motion action taken:

Motion was made by Council Member Greer to approve the recommendation of the Committee to award the janitorial cleaning services contract to DMS Cleaning Services in the amount of \$14,400.00, seconded by Council Member Stockton. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

OTHER MATTERS, CONCERNS AND RISE 'N SHINE APPEARANCES

A. Referrals to Planning Commission from Town Council

Let the record show there were no referrals to the Planning Commission from Council.

B. Rise 'N Shine Appearances

Let the record show that the Assistant Town Manager appeared on the *Rise 'N Shine* show this morning.

COUNCIL CONCERNS

Vice Mayor Walker

Vice Mayor Walker congratulated the Assistant Town Manager for what took place regarding him being able to obtain funding from the Tobacco Commission for the Harvester Performance Center. At the request of the Vice Mayor, the Assistant Town Manager gave a brief synopsis on how he was able to get \$400,000 instead of \$200,000; plus, he will continue over the next several weeks to ask for the full funding amount of \$588,000. He also confirmed to Council that funding is now at 45% for the Harvester Performance Center.

CLOSED MEETING

At 7:50 p.m., motion was made by Council Member Greer to go into *Closed Meeting*, and seconded by Council Member Moyer and carried unanimously 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 (Town Manager's Office).
- Section 2.2-3711(A).3 - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body (location undisclosed).
- 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 (Franklin County/Rocky Mount Industrial Park).

At 9:00 p.m., motion was made by Council Member Moyer 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 by those present.

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 Stockton certifying that: (1) only public business matters lawfully exempted from open meeting requirements under this chapter was discussed; 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 was discussed. Motion was seconded by Council Member Cundiff. The Mayor swore to adopt the motion on the floor by Council Member Stockton that this was all that was discussed as defined in Section 2.2-3712 Code of Virginia. Voting yes were Vice Mayor Gregory B. Walker and Council Members Bobby M. Cundiff, Jerry W. Greer, Sr., P. Ann Love, Robert L. Moyer, and Billie W. Stockton.

The Mayor reported that no action was taken.

ADJOURNMENT

At 9:03 p.m., motion was made by Council Member Greer to adjourn, seconded by Council Member Stockton and carried unanimously by those present.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk

/phk

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**ROCKY MOUNT TOWN COUNCIL
SPECIAL COUNCIL MEETING
WORK SESSION
JANUARY 8, 2014**

The Rocky Mount Town Council held a special Council meeting work session at the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia on January 8, 2014 at 5:00 p.m. with Mayor Steven C. Angle presiding.

On behalf of the Rocky Mount Town Council, the meeting was called to order by Mayor Angle, with the following members of Council being present:

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

For the record, the following were present: All members of Town Council as noted, Town Manager C. James Ervin, Assistant Town Manager/Community Development Director Matthew C. Hankins, Accounting Technician Amy D. Gordon, and Town Clerk Patricia H. Keatts.

APPROVAL OF AGENDA

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

The Town Manager requested that the agenda be amended to include continued work at the Veterans' Park.

- Motion was made by Vice Mayor Walker to approve the amended agenda as presented with motion on the floor being seconded by Council Member Love and carried unanimously by those present.

CONTINUED WORK AT THE VETERANS' PARK

The Town Manager presented to Council the following:

- The Shenandoah Stream Works has finished the removal of the obsolete dam. To do their work, they required an access path/road down to Pigg River. Their agreement with U.S. Fish & Wildlife was to back-fill and remove the access route prior to their leaving the site.
- While they were working to remove the dam, the Town received a permit from Department of Environmental Quality and U.S. Army Corps of Engineers to stabilize the eroding bank at Veterans' Park.

- The Town needs the access road for its future work on the eroded area of Veterans' Park, and has asked Shenandoah Stream Works to give the Town a quote to stabilize the access road for future use. The Town asked that this be a "change order" so that the project meets procurement procedures. The additional work will cost an estimated (not to exceed) \$35,300. If the Town does not hire Shenandoah Streamline Works to do the work and they remove the access road, the Town will have to pay to have the work they have thus far done repeated when the Town attempts to repair the damage in the summer, potentially costing more (approximately \$30,000 more).
- Most of Council members have been polled on this issue (some were not available and messages were left for them to call), and the consensus was to ask Shenandoah Streamline Works to do the work and not remove their equipment.

The Town Manager informed Council that staff asks for an official approval from Council to extend Shenandoah Streamline Works contract to stabilize the bank and road so that the Town can use this for its future work.

Let the record show that Mr. Christopher Fewster from Earth Environmental and Civil, Inc. was present and confirmed to Council basically what the Town Manager had conveyed, and further stated that he has two more steps to follow through with, which is working with Franklin County and Virginia Department of Transportation.

The Town Manager stated that the proposed work may not require the expertise of Shenandoah Streamline Works, but perhaps Paul Shively can do the work.

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

Motion action taken:

Motion was made by Council Member Greer to approve and authorize the payment of funds as requested, with motion on the floor being seconded by Vice Mayor Walker. There being no further discussion, let the record show that the motion on the floor passed unanimously by those present.

REVIEW AND CONSIDERATION OF TOWN OF ROCKY MOUNT'S HEALTH INSURANCE

The Town Manager presented to Council the following:

- For the current plan year, members of Council have been classified as full time employees for the calculation of the Town's contribution towards their participation in the Town's health insurance program. Council has indicated that this policy should be altered or reviewed prior to next year's renewal.

- This plan year will end on June 30, 2014 and definitive direction needs to be given to staff for the upcoming plan year. Staff asks that a committee of Council consider this issue and make a recommendation.
- The Administrative Code of Virginia requires that Council be treated as employees for the purpose of medical insurance.
- The Town has two classes of employees as it relates to insurance benefits: full time and part time.
- The questions before Council is: should members of Council be classified as full time or part time.
- The Town currently allows part time employees to buy health insurance through the Town.
- Administrative Code of Virginia requires that if part time employees are allowed to participate, the Town must contribute at least 50% of the amount contributed towards a full time employee's health insurance plan. The Town meets this requirement.
- If members of Council are classified as part time for the purpose of insurance, should the Town continue to practice of allowing part time staff to participate in the Town's insurance program?
- If Council members are classified as part time and the Town continues to offer part time staff insurance at half the Town's full time contribution rate, should members of Council that do not elect to participate received an off-setting stipend to keep compensation identical for all members of Council?

Discussion ensued amongst Council regarding how best to categorize Council as part time or full time employees as it relates to receiving health insurance benefits through the Town.

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

Motion action taken:

Motion was made by Council Member Stockton that Council members be considered part time employees, with motion on the floor being seconded by Council Member Love. There being no further discussion, let the record show that the motion on the floor passed unanimously.

Motion action taken:

Motion was made by Council Member Cundiff that part time employees are not eligible for the Town's health insurance beginning July 1, 2014, with motion on the floor being seconded by Council Member Moyer. There being no further discussion, let the record show that the motion on the floor passed unanimously by those present.

CLOSED MEETING

At 5:40 p.m., motion was made by Council Member Greer to go into *Closed Meeting*, and seconded by Council Member Moyer and carried unanimously to discuss the following:

- 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 (location undisclosed).

At 6:20 p.m., motion was made by Council Member Greer 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 by those present.

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 Stockton certifying that: (1) only public business matters lawfully exempted from open meeting requirements under this chapter was discussed; 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 was discussed. Motion was seconded by Council Member Cundiff. The Mayor swore to adopt the motion on the floor by Council Member Stockton that this was all that was discussed as defined in Section 2.2-3712 Code of Virginia. Voting yes were Vice Mayor Gregory B. Walker and Council Members Bobby M. Cundiff, Jerry W. Greer, Sr., P. Ann Love, Robert L. Moyer, and Billie W. Stockton.

The Mayor reported that no action was taken.

ADJOURNMENT

At 6:23 p.m., motion was made by Council Member Greer to adjourn, seconded by Council Member Stockton and carried unanimously by those present.

ATTEST:

Steven C. Angle, Mayor

Patricia H. Keatts/Town Clerk

/phk

MONTHLY STAFF REPORT

| | |
|--------------------|--------------------------|
| DATE: | January 9, 2014 |
| TO: | Rocky Mount Town Council |
| FROM: | |
| DEPARTMENT: | Finance Department |
| MONTH: | January |

This report contains the following monthly information for December 2013 activity:

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Meals tax collection chart

Local sales tax collection chart

Water Customer Cut-off's chart

Customer flow for the Finance Department:

928 walk-in transactions

883 drive-thru transactions

874 mail transactions

The remainder of your information will be forwarded to you Monday.

**TOWN OF ROCKY MOUNT
NEW BUSINESS LICENSES
DURING DECEMBER 2013**

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

BLHRM, LLC: 467 FRANKLIN ST, RESTAURANT
Currently remodeling

BUFFALO CONSTRUCTION, 190 OLD FRANKLIN TPKE, CONTRACTOR
General contractor for Dollar Tree

STAGE SOUND INC, 450 FRANKLIN ST, CONTRACTOR
Contractor for Harvester Music Venue

MISSY T'S FITNESS LLC, 335 FRANKLIN ST, REPAIR/PERSONAL SERVICE
Fitness center

ROCKY MOUNT AUTO SPA, 1810 OLD FRANKLIN TPKE, REPAIR/PERSONAL
SERVICE
Vehicle detailing

TOWN OF ROCKY MOUNT
Investment Portfolio
at November 30, 2013

| <u>Security</u> | <u>Call Date</u> | <u>Maturity Date</u> | <u>Bond</u> | <u>Market Price</u> | <u>Market Value</u> | <u>Market Yield</u> | <u>Yield to Maturity</u> | <u>Cusip Number</u> | <u>Estimated Annual Interest</u> |
|----------------------------------|------------------|----------------------|------------------|---------------------|---------------------|---------------------|--------------------------|---------------------|----------------------------------|
| Fixed Income / Bonds: | | | | | | | | | |
| FNMA | 12/26/2013 | 12/26/2017 | 500,000 | 98.825 | 494,125.00 | 1.01% | 1.00% | 3135G0SJ3 | 5,000.00 |
| FNMA | 9/27/2013 | 9/27/2017 | 255,000 | 99.523 | 253,783.65 | 0.70% | 0.70% | 313G0E64 | 1,785.00 |
| Bond Totals | | | <u>755,000</u> | | <u>747,908.65</u> | 0.86% avg. return | | | <u>6,785.00</u> |
| Certificates of Deposits: | | | | | | | | | |
| Ally Bank Midvale UT | 12/23/2013 | | 245,000 | 100.031 | 245,075.95 | 1.09% | 1.10% | 02005QYE7 | 2,695.00 |
| Am Express Centurion | 11/17/2015 | | 225,000 | 101.763 | 228,966.75 | 1.71% | 1.75% | 02587DGX0 | 3,937.50 |
| BMW Salt Lake City UT | 10/11/2018 A | | 245,000 | 99.559 | 243,919.55 | 2.05% | 2.05% | 05568P5S2 | 5,022.50 |
| Bank Hampton Rds. VA | 9/27/2017 | | 245,000 | 100.265 | 245,649.25 | 0.99% | 1.00% | 062492BH5 | 2,450.00 |
| Bank of China NY | 11/1/2013 | | 245,000 | 99.891 | 244,732.95 | 0.30% | 0.20% | 06426NS78 | 498.00 |
| Beal BK USA, NV | 2/12/2014 | | 225,000 | 99.942 | 224,869.50 | 0.20% | 0.20% | 07370VF60 | 450.00 |
| CIT BK Salt Lake UT | 10/13/2016 | | 190,000 | 99.069 | 188,231.10 | 1.00% | 1.00% | 17284CBJ2 | 1,900.00 |
| Com Bk Harrogate TN | 8/25/2016 | | 245,000 | 100.046 | 245,112.70 | 0.99% | 1.00% | 20143PCV0 | 2,450.00 |
| Compass Bk Birmingham AL | 12/29/2014 | | 230,000 | 100.408 | 230,938.40 | 0.99% | 1.00% | 20451PAC0 | 2,300.00 |
| Discover Bk Greenwood | 9/15/2014 | | 245,000 | 99.480 | 243,726.00 | 2.06% | 1.30% | 254670W40 | 3,185.00 |
| Essa BK Stroudsburg PA | 11/30/2016 | | 245,000 | 98.974 | 242,486.30 | 1.01% | 1.00% | 29667RGE7 | 2,450.00 |
| Flushing Savings NY | 7/27/2016 | | 248,000 | 100.635 | 249,574.80 | 0.99% | 1.00% | 344030ES6 | 2,480.00 |
| GE Cap Fin'l Retail | 12/29/2016 | | 245,000 | 102.146 | 250,257.70 | 2.05% | 2.10% | 36160YMM4 | 5,145.00 |
| Goldman Sachs NYC | 11/3/2014 | | 245,000 | 100.749 | 246,835.05 | 1.48% | 1.50% | 38143AAP0 | 3,675.00 |
| Investors BK, NJ | 2/24/2014 | | 249,000 | 99.944 | 248,860.56 | 0.25% | 0.25% | 46176PCA1 | 622.50 |
| Natl Rep Chicago CTF | 1/25/2016 | | 245,000 | 101.705 | 249,177.25 | 0.98% | 1.00% | 63736QRT0 | 2,450.00 |
| Safra Nat'l NY NY | 2/9/2015 | | 245,000 | 100.746 | 246,827.70 | 0.74% | 0.74% | 786580YW4 | 1,837.50 |
| Security Bk Aiken SC | 7/27/2016 | | 245,000 | 99.996 | 244,990.20 | 1.25% | 1.24% | 81423LAV4 | 3,062.50 |
| Sovereign Bk Willimgton DE | 9/26/2020 | | 245,000 | 100.276 | 245,676.20 | 0.74% | 0.75% | 84603M2V7 | 1,837.50 |
| State Bk India Chicago IL | 7/25/2017 | | 230,000 | 100.847 | 231,948.10 | 1.53% | 1.55% | 856283TLO | 3,565.00 |
| CD Totals | | | <u>4,782,000</u> | | <u>4,797,856.01</u> | 1.02% avg. return | | | <u>52,013.00</u> |
| Total Investments | | | <u>5,537,000</u> | | <u>5,545,764.66</u> | 1.00% avg. return | | | <u>58,798.00</u> |

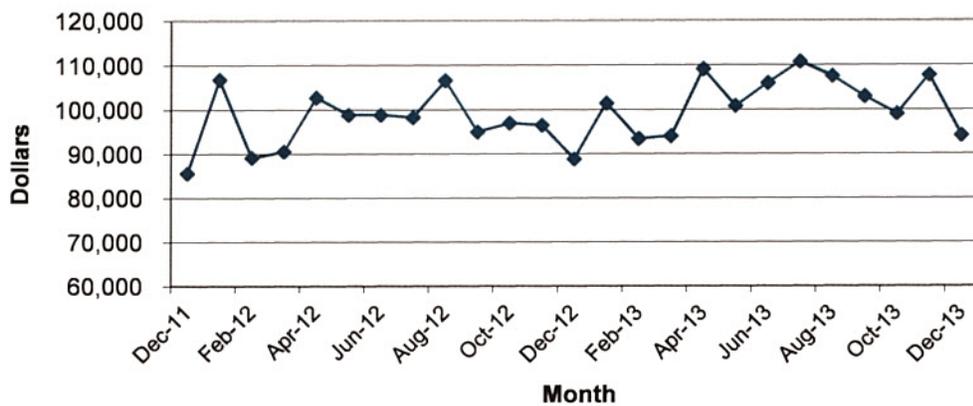
NOTE A: This CD replaces a CD with a 1.39% rate

| <u>Month</u> | <u>LGIP</u> | | <u>Effective</u> |
|--------------|----------------|--------------|------------------|
| | <u>Balance</u> | <u>Yield</u> | |
| Nov-12 | 1,178,741.89 | | 0.19% |
| Dec-12 | 1,044,873.62 | | 0.18% |
| Jan-13 | 712,455.65 | | 0.15% |
| Feb-13 | 729,928.66 | | 0.15% |
| Mar-13 | 1,080,214.00 | | 0.15% |
| Apr-13 | 1,097,140.45 | | 0.15% |
| May-13 | 1,114,780.62 | | 0.15% |
| Jun-13 | 1,462,419.95 | | 0.10% |
| Jul-13 | 1,485,391.80 | | 0.11% |
| Aug-13 | 1,059,777.16 | | 0.11% |
| Sep-13 | 1,431,414.99 | | 0.11% |
| Oct-13 | 948,361.06 | | 0.12% |
| Nov-13 | 965,054.02 | | 0.10% |

TOWN OF ROCKY MOUNT
MEALS TAX COLLECTIONS

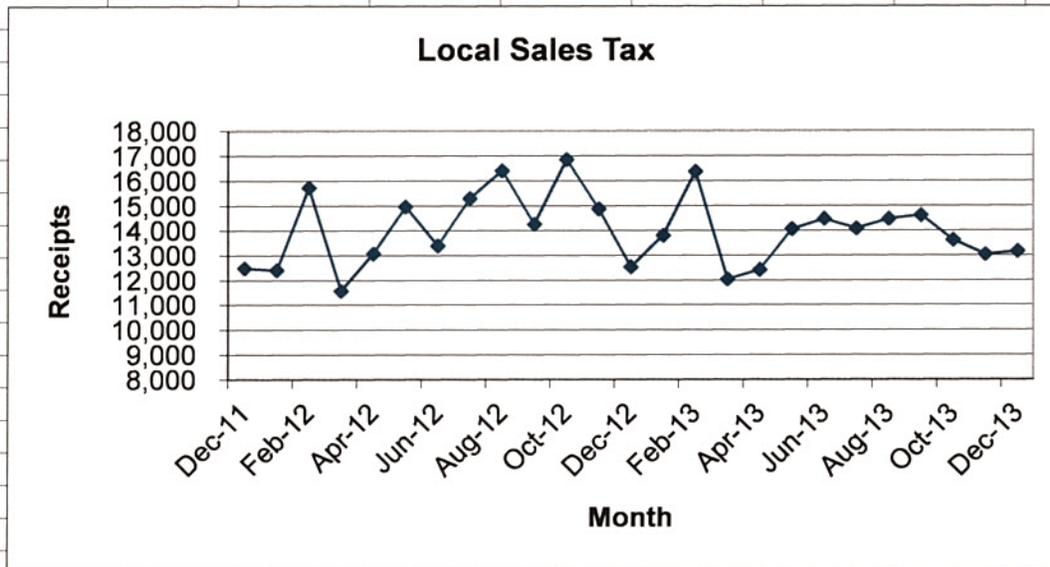
| Month | Collections |
|--------|-------------|
| Dec-11 | 85,579 |
| Jan-12 | 106,760 |
| Feb-12 | 89,118 |
| Mar-12 | 90,554 |
| Apr-12 | 102,709 |
| May-12 | 98,822 |
| Jun-12 | 98,811 |
| Jul-12 | 98,258 |
| Aug-12 | 106,556 |
| Sep-12 | 94,971 |
| Oct-12 | 96,938 |
| Nov-12 | 96,452 |
| Dec-12 | 88,770 |
| Jan-13 | 101,446 |
| Feb-13 | 93,419 |
| Mar-13 | 93,992 |
| Apr-13 | 109,083 |
| May-13 | 100,779 |
| Jun-13 | 105,948 |
| Jul-13 | 110,701 |
| Aug-13 | 107,466 |
| Sep-13 | 102,900 |
| Oct-13 | 98,981 |
| Nov-13 | 107,697 |
| Dec-13 | 94,103 |

Meals Tax Collections

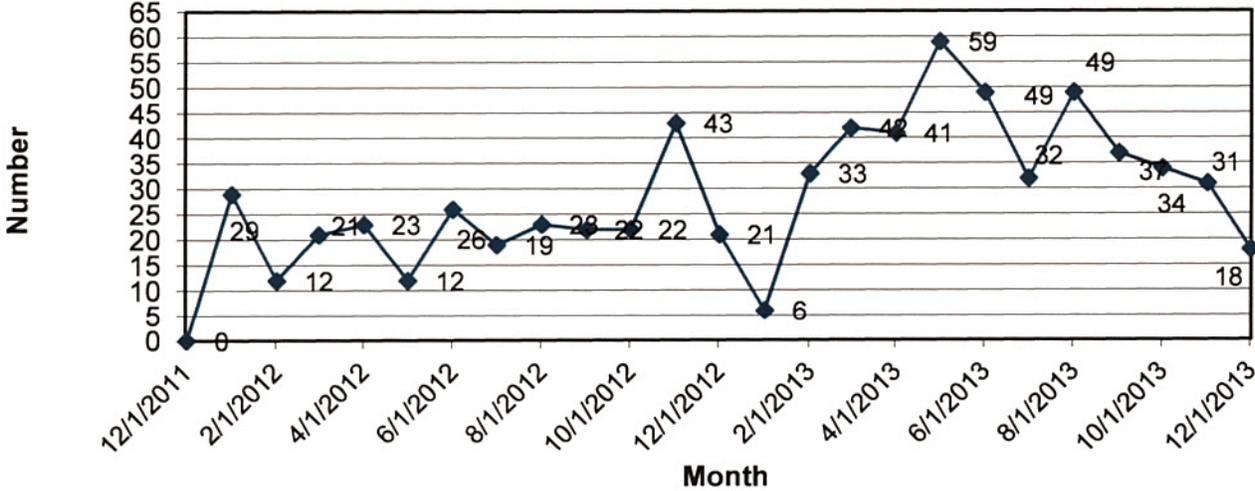


Town of Rocky Mount
Local Sales Tax

| | |
|--------|--------|
| Dec-11 | 12,496 |
| Jan-12 | 12,419 |
| Feb-12 | 15,736 |
| Mar-12 | 11,573 |
| Apr-12 | 13,086 |
| May-12 | 14,974 |
| Jun-12 | 13,404 |
| Jul-12 | 15,307 |
| Aug-12 | 16,412 |
| Sep-12 | 14,269 |
| Oct-12 | 16,860 |
| Nov-12 | 14,877 |
| Dec-12 | 12,543 |
| Jan-13 | 13,810 |
| Feb-13 | 16,378 |
| Mar-13 | 12,044 |
| Apr-13 | 12,428 |
| May-13 | 14,068 |
| Jun-13 | 14,480 |
| Jul-13 | 14,087 |
| Aug-13 | 14,475 |
| Sep-13 | 14,621 |
| Oct-13 | 13,625 |
| Nov-13 | 13,042 |
| Dec-13 | 13,170 |



Number of Water Cut-off's



MONTHLY STAFF REPORT

| | |
|--------------------|-------------------------------|
| DATE: | January 2, 2014 |
| TO: | Rocky Mount Town Council |
| FROM: | Charles Robertson, Fire Chief |
| DEPARTMENT: | Rocky Mount Fire Department |
| MONTH: | November 2013 |

The Rocky Mount Fire Department answered a total of 33 calls for the month of November 2013. There were a total of 11 calls answered inside the Town limits and total of 22 calls answered in the County.

The Department averaged nine members per call on all calls for the month.

The Department accumulated a total of 192 man-hours on these calls.

The Department traveled a total of 1,145 miles on all Town vehicles for the month.

There were 61.6 gallons of gasoline used and a total of 139 gallons of diesel fuel used for the month.

There were six structure fires; two motor vehicle fires; seven woods and grass fires; one hazmat (gasoline leak) call; ten motor vehicle accidents; four false alarms; one service call (sprinkler activation); one smoke/odor removal call; one electrical (utility pole) fire.

The Department accumulated a total of 56 extra man-hours in training by participating with the Division of Forestry's Hot Shot Team in forest fire strategies and tactics.

The Department started discussions on tentative dates for a departmental E.V.O.C. class taught by the V.A.V.R.S.

Extra departmental training on pumps and fire ground operations will take place during the months of January/February 2014.

During the month of November, the Department continued its public fire safety programs by hosting one school group for fire safety demonstrations and station tours, and a second group consisting of school students and parents that participated in the annual arts contest sponsored by Rockingham Mutual Insurance Company and held at the Rocky Mount Fire Department North Station.

CR:pk

MONTHLY STAFF REPORT

| | |
|--------------------|--------------------------------|
| DATE: | January 3, 2014 |
| TO: | Rocky Mount Town Council |
| FROM: | David Cundiff, Chief of Police |
| DEPARTMENT: | Police Department |
| MONTH: | December 2013 |

Please see attached Monthly Report for December.

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: **December 2013**

OCT.

NOV.

DEC.

| | OCT. | NOV. | DEC. |
|---|--------|-------|--------------|
| TRAFFIC ARRESTS | 102 | 76 | 68 |
| TRAFFIC STOPS | 200 | 159 | 160 |
| CRIMINAL ARRESTS "MISDEMEANOR" | 26 | 41 | 68 |
| CRIMINAL ARRESTS "FELONY" | 12 | 12 | 48 |
| BOLO'S (Be On Look Out) | 93 | 84 | 78 |
| TRAINING HOURS: | 190.25 | 61.75 | 135.5 |
| FOLLOW-UP'S | 42 | 31 | 25 |
| ALARM RESPONSES | 32 | 28 | 15 |
| ACCIDENTS INVESTIGATED (TREDS) | 12 | 16 | 15 |
| INCIDENTS ADDRESSED | 1956 | 1780 | 1680 |
| INCIDENTS, OFFENSES REPORTABLE | 77 | 68 | 67 |
| BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS" | 808 | 808 | 953 |
| SCHOOL CHECKS | 252 | 191 | 49 |
| OPEN DOORS, WINDOWS, ETC. UNSECURED | 1 | 1 | 0 |
| MOTORIST AIDES | 81 | 71 | 66 |
| BREAKING & ENTERING REPORTS | 3 | 1 | 0 |
| BREAKING & ENTERING WARRANTS | 1 | 1 | 2 |
| GRAND LARCENY WARRANTS | 1 | 0 | 1 |
| UNIFORM TRAFFIC SUMMONS ISSUED | 102 | 76 | 68 |
| DUI | 5 | 4 | 7 |
| SPEEDING TICKETS ISSUED | 53 | 31 | 30 |
| COURT HOURS | 44.75 | 33.75 | 10.25 |
| SPECIAL ASSIGNMENT HOURS: | 64.5 | 57.75 | 44.75 |

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 15 reportable accidents with 15 of the accidents on our public streets.

COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Ann Sink Street, Candlewood Apartments, Claiborne Avenue, Cornell Road, Dent Street, Diamond Avenue, Donald Avenue, East Court Street, Grassy Hill Road, Greenview Drive, Hatcher Street, Herbert Street, Hillcrest Drive, Hilltop Drive, Knob Apartments, Leanor Street, Maple Avenue, Mountain View Avenue, Musefield Road, Oak Street, Old Franklin Turnpike, Old Furnace Road, Orchard Avenue, Patterson Avenue, Pendleton Street, Perdue Lane, School Board Road, Scuffling Hill Road, South Main Street, State Street, Summit Drive, Sycamore Street, Tanyard Village, Trail Drive, Willow Street, Wilson Street, Windsor Drive, Windy Lane and Woodlawn Drive.

- ◇ Business Foot Patrols: Angle Hardware, BFMS, Bojangles, C-Mart, CATCE, Cox's, CVS, Dairy Queen, Eagle Cinema, El Rodeo, Family Dollar, Family Pharmacy, Franklin County High School, Fleetwood Homes, Food Lion, Franklin Center, Franklin Community Bank, Franklin Memorial Hospital, Franklin Street, Frank's Pizza, Holiday Inn Express, Kentucky Fried Chicken, Kroger, Lee M. Waid, Lowe's, Martinsville Dupont Credit Union, McDonald's, Mod-u-Kraf, Moose Lodge, NAPA, Peebles, PlyGem, Riverside Minute Market, Rocky Mount Elementary, Roses, Sheetz, South Main Street, Step Inc, Tanyard Road, Trinity Missions, Walgreen's, Wal-Mart and YMCA.

MISCELLANEOUS:

- ◇ December 1st, 2013 – Christmas Parade
- ◇ December 6th, 2013 – Come Home to a Franklin County Christmas
- ◇ December 9th, 2013 – Departmental Staff Meeting
- ◇ December 13th, 2013 – Annual Town Employee Dinner
- ◇ December 14th, 2013 – Retail Merchant's "Christmas on the Market"
- ◇ December 20th, 2013 – 2013 Annual Food Drive for "Needy Families"

TRAFFIC CONTROL UPDATES:

- ◇ No new updates for this month.

INVESTIGATIONS:

- ◇ New Criminal Investigations: 14
- ◇ New Drug Investigations: 0
- ◇ Cases Cleared: 8
- ◇ Misdemeanor charges: 10
- ◇ Felony Charges: 16
- ◇ Pending Cases: 5
- ◇ Child Abuse Cases: 0
- ◇ Search Warrants: 1
- ◇ Traffic Stops: 10
- ◇ Drug/Currency Seizures: 0
- ◇ On-Duty Court Time: 0

MEETINGS:

- ◇ Christmas Parade (Lt. Brabham, Sgt. Harris, Inv. Norton and Inv. Divers)
- ◇ Five Days of SRO assignment at FCHS (Inv. Divers "3" and Inv. Norton "2")
- ◇ CART Meeting (Lt. Brabham and Inv. Norton)
- ◇ Multiple Meetings with Commonwealth Attorney's Office (Inv. Norton and Inv. Divers)

TRAINING:

- ◇ No training for the month of December

CLASSES TAUGHT:

- ◇ Two self-defense for Women classes on Tuesday evening at the YMCA (Sgt. Harris and Inv. Divers)

CRIMINAL ARRESTS & LOCATIONS:

| | |
|--|-------------------------------|
| Possession of Marijuana | Virgil H. Goode Highway |
| Possession of Marijuana | East Court Street |
| Possession of Marijuana | Donald Avenue |
| Possession w/Intent to Manufacture Methamphetamine | Old Franklin Turnpike (x 2) |
| Possession of a Controlled Substance | Virgil H. Goode Highway (x 2) |
| Possession of a Controlled Substance | Old Franklin Turnpike |
| Conspire to Manufacture Methamphetamine | Old Franklin Turnpike (x 4) |
| Possession of Drug Paraphernalia | Old Franklin Turnpike |
| Possession of Drug Paraphernalia | East Court Street |
| Driving Under the Influence | Old Franklin Turnpike (x 2) |
| Driving Under the Influence | Cornell Road |
| Driving Under the Influence | North Main Street |
| Driving Under the Influence | Virgil H. Goode Highway |
| Driving Under the Influence of Drugs | Old Franklin Turnpike |
| Driving Under the Influence of Drugs | South Main Street |
| Drunk In Public | Meadow View Avenue (x 2) |
| Drunk In Public | Grassy Hill Road (x 2) |
| Drunk In Public | East Court Street |
| Possession of Alcohol Underage | Donald Avenue (x 6) |
| Refusal of Blood or Breath Test | North Main Street |
| Shoplifting | Old Franklin Turnpike (x 6) |

| | |
|--|-----------------------------|
| Felony Shoplifting | Old Franklin Turnpike (x 4) |
| Assault on a Police Officer | Meadow View Avenue (x 2) |
| Domestic Assault | Leonor Street |
| Domestic Assault | Windy Lane |
| Domestic Assault | Donald Avenue (x 2) |
| Obstruction of Justice | Meadow View Avenue |
| Disorderly Conduct | Old Franklin Turnpike |
| Trespassing | Old Franklin Turnpike |
| Contribute to the Delinquency of a Minor | Tanyard Road |
| Contribute to the Delinquency of a Minor | Old Franklin Turnpike |
| Forgery of a Signature | Old Franklin Turnpike (x 4) |
| Obtain Credit Card Number without Permission | Old Franklin Turnpike (x 2) |
| Possess Another's OL to Establish False Identity | Old Franklin Turnpike (x 2) |
| Forge a Public Document | Old Franklin Turnpike (x 4) |

SPEEDING TICKETS ISSUED

Pell Avenue (x 6)

Bernard Road (x 6)

Tanyard Road (x 4)

North Main Street (x 4)

State Street (x 2)

East Court Street (x 2)

Grassy Hill Road (x 2)

School Board Road (x 2)

Hatcher Street

Virgil H. Goode Highway

MONTHLY STAFF REPORT

| | |
|--------------------|---------------------------------------|
| DATE: | January 6, 2013 |
| TO: | Rocky Mount Town Council |
| FROM: | Cecil R. Mason, Public Works Director |
| DEPARTMENT: | Public Works Department |
| MONTH: | December 2013 |

1. Swept streets December 5, 6, 20, 23.
2. Put chemicals down for ice.
3. Cleanup: 5 days.
4. Worked on leaves all month.
5. Read meters: 3 days.
6. Replaced 5 each 5/8" meters.
7. Replaced 2 fire hydrants.
8. Repaired 8" water line on Orchard Avenue.
9. Repaired 2" water line on Oak Street.
10. Opened sewer on High Street.
11. Opened sewer line inside of EMS Building.
12. Buried conduit for Harvester Center.
13. Opened/closed grave.

MONTHLY STAFF REPORT

| | |
|--------------------|--------------------------|
| DATE: | January 3, 2014 |
| TO: | Rocky Mount Town Council |
| FROM: | Tim Burton |
| DEPARTMENT: | WWTP |
| MONTH: | December 2013 |

| | |
|-----------------------------|----------------------------|
| Average Daily Flow | 0.957 MGD |
| TSS Reduction | 99 % |
| BOD Reduction | 99 % |
| Leachate (F.C. Landfill) | 607,486 gallons |
| VPDES Violations | None |
| Sludge (Land filled @ F.C.) | 66.24 Tons |
| Rain Total 5.70 inches | Snow Total 0.0 inches |

Request: None

Respectfully Submitted,

Timothy Burton

MONTHLY STAFF REPORT

| | |
|--------------------|--|
| DATE: | January 3, 2014 |
| TO: | Rocky Mount Town Council |
| FROM: | Bob Deitrich, Water Plant Superintendent |
| DEPARTMENT: | Water Department |
| MONTH: | December 2013 |

Operation and Production Summary:

The actual water production time (filtering of water) for the entire month averaged 10.5 hours per day, which yielded approximately 790,000 gallons of drinking water per day.

| | |
|-------------------------------------|--|
| Total Raw Water Pumped: | 24.2 million gallons (possible meter error) |
| Total Drinking Water Produced: | 24.5 million gallons |
| Average Daily Production: | 790,000 gallons per day |
| Ave Percent of Production Capacity: | 40% |
| Flushing of Hydrants/Tanks/ FD Use: | Hydrants – 49,000 gallons |
| Plant Process Water: | 653,000 gallons (finished water used by the plant) |
| Bulk Water Sold @ WTP: | 72,200 gallons |

Operational Issues:

- All routine monthly water samples were satisfactory.
- Holidays and vacation days kept activities primarily focused on making water.

Repairs/Maintenance:

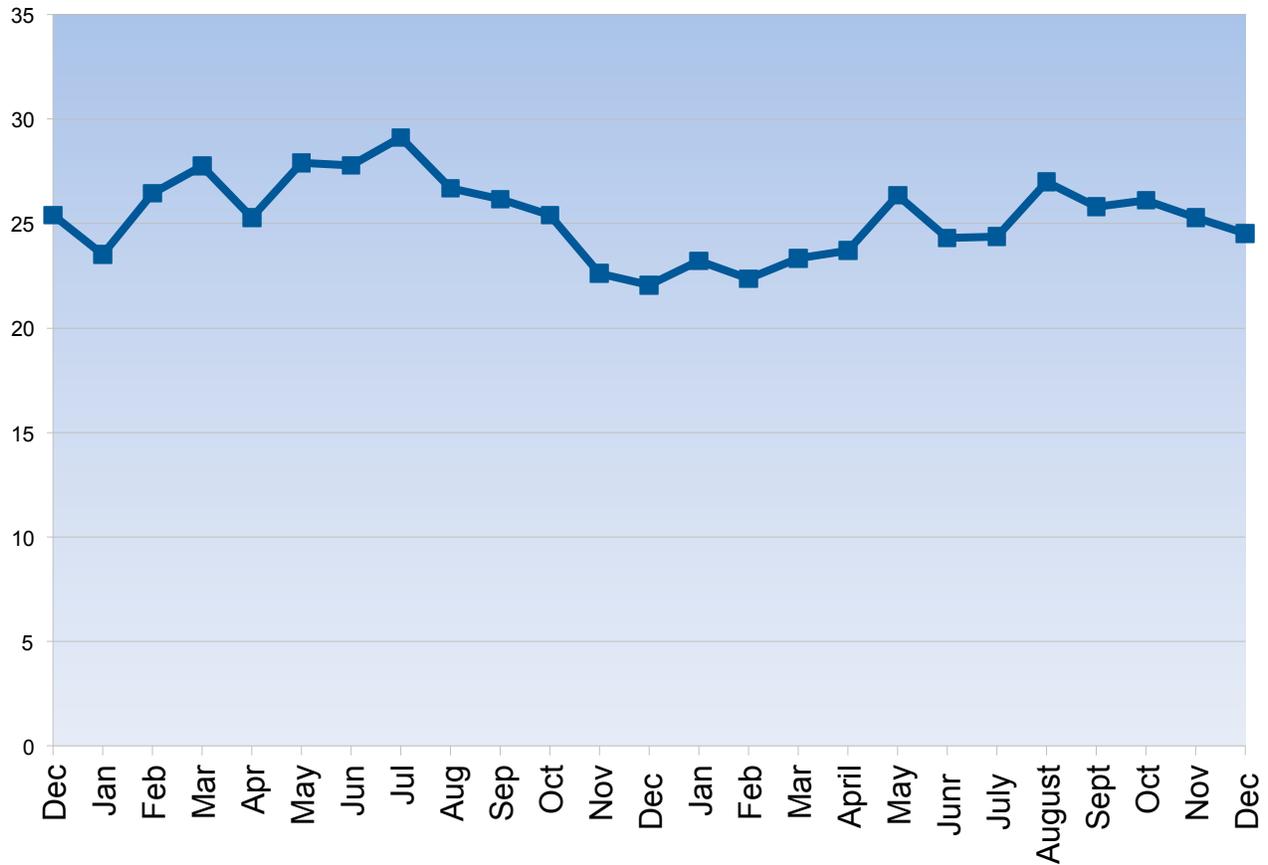
- Some uncharacteristically warm weather allowed us to flush and test a number of fire hydrants south of the Pigg River Bridge. Two hydrants that were found to be inoperative have already been replaced by our Public Works Department.
- Our internal metering audit is still pending. Our SCADA software is scheduled to be changed out beginning on January 6th. That project will be ongoing throughout the month. As soon as the flow meters are recalibrated to the new software, we can proceed with our meter audit with much greater confidence.
- River buoys were retied at the Pigg and Blackwater locations.
- The plant experienced a 3-hour power outage on December 9th.

Upcoming:

- SCADA project installation and programming

Water Plant Production (in millions of gallons)

December 2011 to December 2013



December was uneventful but, a large water leak on New Year's Day and a forecast of single digit temperatures may cause an increase in water production for January.

ITEM(S) TO BE CONSIDERED UNDER:

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

| | |
|----------------------------|------------------|
| FOR COUNCIL MEETING DATED: | January 13, 2014 |
|----------------------------|------------------|

| | |
|---------------------------|--|
| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| BRIEF SUMMARY OF REQUEST: | The Assistant Town Manager will be giving an update on the Harvester Performance Center. |
| ACTION NEEDED: | (none) |

Attachment(s): No

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

ITEM(S) TO BE CONSIDERED UNDER:

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

| | |
|----------------------------|------------------|
| FOR COUNCIL MEETING DATED: | January 13, 2014 |
|----------------------------|------------------|

| | |
|---------------------------|---|
| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| BRIEF SUMMARY OF REQUEST: | <p>Mr. Johnny Nolen, Race Director for Johnny CASA 5Miler-5k Run/Walk Event, is requesting Council's review and consideration of allowing them to hold their "Annual Johnny CASA" event on October 11, 2014, starting at 8:30 a.m. This is the same date as last year. Mr. Nolen is submitting the request early due to needing time to finalize their event plans and advertise accordingly.</p> <p>Attached is a letter from Mr. Nolen outlining the proposed route. Chief of Police David Cundiff has reviewed the request and has no problem with them holding the event on date proposed, and also has no problem with the proposed route.</p> |
| ACTION NEEDED: | Approval/denial of request. |

Attachment(s): Yes

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| <p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p> |
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December 16, 2013

Town of Rocky Mount

Re: Johnny CASA 5Miler-5k Run/Walk Event Request

This year will be the 9th Annual Johnny CASA event to benefit The Child Advocacy Center located at 300 S. Main Street, Rocky Mount, VA. This was the first year for our event to be held in the Town of Rocky Mount and for the previous 7 years the event was held at Lakewatch Plantation in Moneta.

Moving our event to the Town of Rocky Mount proved to be good for us and the Town. In the previous two years we had +/-130 participants with more walkers than runners. This year we had 171 runners and walkers, with more runners come to the Town, some with their families and friends.

Fall dates, to not interfere with traffic from other events, i.e. Folklife Festival, and the Lords Acre Sale, the date of Saturday, October 11, 2014 seems most appropriate with an 8:30am start, which is the same weekend of the event held this year and will be our request to have the event again on that date.

The proposed run-walk out and back event would begin on North Main Street at the intersection of Church Street and would proceed out N. Main to a turn-around for the 5K near the firehouse/police station and the 5 miler would proceed on to Benjamin Franklin Middle School for the turn-around back to S. Main to a left on Floyd and to the finish on Bank Street behind The Child Advocacy Center, which is the same course.

✓ Johnny Nolen

Race Director

78 Cromwell Dr., Rocky Mount, VA 24151 H [\(540\) 483-9658](tel:(540)483-9658)

ITEM(S) TO BE CONSIDERED UNDER:

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

| | |
|----------------------------|------------------|
| FOR COUNCIL MEETING DATED: | January 13, 2014 |
|----------------------------|------------------|

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| STAFF MAKING REQUEST: | C. James Ervin, Town Manager |
| BRIEF SUMMARY OF REQUEST: | <p>Tammy White, General Manager of Aaron's of Rocky Mount, is requesting Council to allow them to be able to hold a Sound Quality and Car Audio competition on April 26, 2014 (rain date of April 27th) at Aaron's in Rocky Mount (Rocky Mount Shopping Plaza). The event will be during the day and end before dark (no specific time frame was given). This show is to help support Bikes for Tykes. Attached is the letter from Ms. White, which goes into further detail about the request.</p> <p>The Chief of Police has reviewed this request and has no problem with it.</p> |
| ACTION NEEDED: | Approval/denial of request. |

Attachment(s): Yes

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| <p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p> |
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Date 1/6/14

Aarons 872 TANYARD RD
Rocky Mount, VA 24151

Event: Help Support for Bikes for Tykes

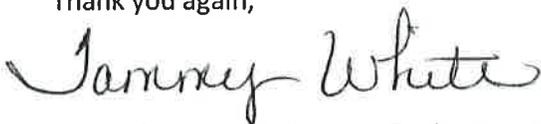
Dear Council Members and Staff,

We would like to let you all know about a Sound Quality and Car Audio Competition that will be held on April 26, 2014 Rain date April 27, 2014 at Aarons in Rocky Mount, Va. The event will be during the day and will end before dark. This event has been approved by the general manager of Aarons (Tammy White). The show is to help support Bikes for Tykes

We, would like to get the young and older generation interested in audio sound and design, (the music and car experience) put together. To give a chance for those interested to be involved in the building part and design of a set-up. Using math to get the best sound out of a confined space. It also has properties of interior design and science used in the development of many of the systems that will be on display. There will be people on site to answer any questions that will come up, and we hope that many will have a great time.

This is a family friendly event and just to get to know the community and have a great time. If any questions please feel free to call Tammy at Aarons of Rocky Mount VA 540 484-1947. We hope that it will be a great time for all. Please bring out the family and friends and come join us for fun and music.

Thank you again,



General Manager of Aarons Rocky Mount VA

Tammy White



Tammy White
General Manager

Rocky Mount Plaza
872 Tanyard Road
Rocky Mount, VA 24151

f960gm@aarons.com
540.484.1947
540.484.1987 (C)
Aarons.com