



**ROCKY MOUNT TOWN COUNCIL**  
**AGENDA**  
**REGULAR COUNCIL MEETING**  
TO BE HELD IN COUNCIL CHAMBERS  
ROCKY MOUNT MUNICIPAL BUILDING  
345 DONALD AVENUE  
ROCKY MOUNT, VIRGINIA  
**FEBRUARY 9, 2015**  
**AT 7:00 P.M.**

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

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

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

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Agenda
- IV. Special Items
  - Introduction of new staff in the Community Development Department
- V. Public Hearing (*none at this time*)
- VI. Approval of Draft Minutes
  - January 12, 2015 regular Rocky Mount Town Council minutes.
- VII. Approval of Consent Agenda
  - Miscellaneous Resolutions/Proclamations
    - Resolution by the Rocky Mount Town Council Acceptance of Old Fort Road
  - Miscellaneous Action (*none at this time*)
  - Departmental Monthly Reports
    - Community Development Department
    - Finance Department
    - Fire Department
    - Police Department
    - Public Works Department
    - Wastewater Department
    - Water Department
- VIII. Hearing of Citizens (*none at this time*)
- IX. Old Business
  - A. Resolution by the Rocky Mount Town Council Legislative Prayer
- X. New Business
  - A. Review and consideration of approval of requests of Linda Stanley, Franklin County Historical Society, to hold annual Moonshine Express and Ghosts & More events and sponsorship request.
  - B. Review and consideration of approval of request from Marcia Cramblitt, Franklin County

Parks and Recreation, to hold annual Chug for the Jug 5K, Kids Fun Run, and Carilion Health Walk.

- C. Review and consideration of authorizing contingency funds to replace water line service Lee M. Waid Elementary School.
- D. Review and consideration of "Resolution by the Rocky Mount Town Council Acceptance of Penny Lane."
- E. Review and consideration of partial closure of State Street in support of state technical rescue competition hosted in part by Franklin County Public Safety.
- F. Declaration of surplus vehicle.
- G. Review and consideration of funding request for new lighting at Waste Water Treatment Plant.

XI. Committee Reports

- A. Finance & Human Services Committee report

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 (*none at this time*)

XIV. Adjournment

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



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



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

**ROCKY MOUNT TOWN COUNCIL  
MEETING MINUTES  
JANUARY 12, 2015**

The January 12, 2015 regular meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 7:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

- Mayor Steven C. Angle
- Vice Mayor Gregory B. Walker
- Bobby M. Cundiff
- P. Ann Love
- Jon W. Snead
- Billie W. Stockton

Let the record show that Council Member Robert L. Moyer was absent.

The following staff members were present:

- Town Manager C. James Ervin
- Assistant Town Manager Matthew C. Hankins
- Finance Director Linda Woody
- Acting Chief of Police Ken Criner
- Public Works Director Cecil Mason
- Wastewater Treatment Plant Superintendent Tim Burton
- Water Treatment Plant Superintendent Robert Dietrich
- Town Clerk Patricia H. Keatts
- Deputy Town Clerk Stacey B. Sink

The meeting was called to order by Mayor Angle.

Mayor Angle asked for an update on Council Member Moyer who is recovering from surgery.

**PLEDGE OF ALLEGIANCE**

Mayor Angle led in the Pledge of Allegiance.

## **APPROVAL OF AGENDA**

Mayor Angle asked for any additions or corrections to the presented agenda, and being none entertained a motion.

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

**Motion By:** Council Member Love

**Second:** Council Member Stockton

**Motion Discussion:** None

**Action:** The agenda was approved as presented by a unanimous vote of members present

## **SPECIAL ITEMS**

### **Special Item No. 1: Recognition of Patricia H. Keatts on her retirement and for years of service to the Town of Rocky Mount**

Mayor Angle called Mrs. Keatts to the podium and for the record made the following statement:

“Patricia Keatts was hired to work for the Town of Rocky Mount, Virginia on January 2, 1990. She had no idea that her name would be added to the long list of town clerks since the Town of Rocky Mount's incorporation in 1873. As it stands now, Mrs. Keatts is the longest serving town clerk for the Town of Rocky Mount. During the past 25 years, Mrs. Patricia Keatts has not only had the distinct honor of being the town clerk for the Town of Rocky Mount, starting the journey on January 2, 1990, but also the executive assistant to the town manager, with both of these responsibilities running hand-in-hand with one another. During that time, she has seen the Town of Rocky Mount transition from a small town to one that has grown and expanded throughout those years. She experienced first-hand the transition from the mayor form of government during former Mayor Allen O. Woody, Jr.'s governance of the Town, to a town manager style of government by the Rocky Mount Town Council. From the first Town Manager Mark Henne, to Keith Holland, Jack Gross, and now James Ervin, Mrs. Keatts has experienced each and every day what it takes to keep government open and inviting to all its citizens. In 2006, Mrs. Keatts obtained her Certified Municipal Clerk designation through the International Institute of Municipal Clerks, and in 2010 obtained her Master Municipal Clerk designation through the same organization. On April 19, 2012, Mrs. Keatts achieved the highest honor given by the Virginia Municipal Clerks Association when she received the "Clerk of the Year" award for the state of Virginia. She was overwhelmed by the support of her peers for this nomination and award. As town clerk, she has had the privilege of serving five mayors: the late Allen O. Woody, Jr., the late Broaddus Shively, Benjamin Pinckard, Mark Newbill, and currently myself. During her tenure with each mayor, she has learned a great deal of how one commits to serving others. Mrs. Keatts leaves behind 25 years of legacy with

the Town of Rocky Mount, having helped five mayors and four town managers 'get it right' while working hard to help those elected to office in over 13 elections. The Town Council of Rocky Mount, the staff of our great organization, and the citizens of our great town salute Mrs. Keatts on a job well done and a career well spent."

Following his comments, Mayor Angle presented Mrs. Keatts with a key to the Town of Rocky Mount and a crystal plaque honoring her 25 years of dedicated service.

Following a standing ovation from Council and others in attendance, Mrs. Keatts made the following comments:

"I am truly thankful for the opportunity to serve the Rocky Mount Town Council and citizens of the Town for the past 25 years. During that time, I have worked with some wonderful members of Council, Town employees, and volunteers. Upon the swearing-in of Stacey Sink as town clerk, and as noted in the Town Code, Mrs. Sink will become the official keeper of the Town seal. It is my belief that this seal symbolizes the importance of the town clerk's duties to council in their trust in their town clerk to keep sacred the official duties of that office. I am sure Mrs. Sink will serve the Town in the same manner as she has served as deputy clerk, with honor, integrity, and respect. I want to personally congratulate her as her name is added to the time-honored position of town clerks for the Town of Rocky Mount. I pray the very best for her and Council in the years ahead."

Mrs. Keatts then presented Mrs. Sink with the town clerk lapel pin and the official Town seal for safe keeping.

**Special Item No. 2: Swearing-in ceremony of Stacey B. Sink as new Rocky Mount town clerk due to retirement of current Town Clerk Patricia H. Keatts**

Mrs. Sink was administered the oath of office by Franklin County Clerk of Circuit Court Teresa Brown.

**PUBLIC HEARING**

**Public Hearing No. 1: Grove Rocky Mount LLC doing business as The Early Inn at the Grove special exception permit request to make an addition to an existing accessory building located at 50 Floyd Avenue, Rocky Mount, Virginia and known as Franklin County tax map and parcel number 2070050600**

Staff Comments by Assistant Manager Hankins: The Early Inn At The Grove has submitted a Special Exception request for the property at 50 Floyd Avenue, Tax Map and Parcel Number 2070050600. The company operates the antebellum house as a bed and breakfast and wishes to expand the gate house/law office at the front of the property to create an additional suite by adding a bathroom. This is a small construction

project and a small request. Out of an abundance of caution, staff has classified this building as an accessory building not permitted in the Central Business District, making this a nonconforming structure. Expansion of the nonconformity requires a special exception, and that is the matter before Council this evening. Should the Town Council grant a special exception to allow the expansion of the building in question? If so, should it impose conditions on that exception? The Planning Commission held a public hearing on this matter on Tuesday, January 6. No citizens gave comment regarding the request. The Planning Commission recommended approval of the special exception request with a vote five for and zero against. Planning Commission Member Hall abstained from voting, citing a personal conflict, and Planning Commission Member Tiggle was absent. Mr. Hochstein does plan to keep the same architectural style as currently exists on the building.

Discussion with staff: None.

Comments from applicant: Bryan Hochstein, of 2430 Goldfield Court, Greensboro, NC, and owner of The Early Inn at the Grove, addressed the Council confirming Assistant Town Manager Hankins's comments and reiterating his intention to keep the same architecture on the building addition.

General discussion:

- Cundiff expressed a reservation about the request, specifically, how the Council will address others who may request permission to add restrooms to accessory buildings in the future.
- From a planning perspective, the request is in keeping with the use. Council Member Cundiff's reservation is a valid concern.
- The zoning on the property was changed from single-family Residential (R1) to Central Business District (CBD) last year.
- It is unusual for a CBD property to be this large or to have room for additional accessory structures.
- The addition of the restroom will change the footprint. It is a 6' x 12' bumpout. The building is already plumbed.
- There are probably other garages with restrooms in them already existing in town.
- There are very few properties to compare to the Grove property in CBD. Most existing accessory buildings are on residential properties.

Public comment: Let the record show that no one from the public came forward to speak regarding the special exception request.

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

Motion: To approved the special exception request as presented.

Motion By: Council Member Stockton.

Second: Council Member Snead.

Motion Discussion: None.

Ayes: Love, Snead, Stockton, Walker.

Nays: Cundiff.

Action: Motion to approve the special exception request of Grove Rocky Mount LLC was approved with a vote of four to one.

## **APPROVAL OF MINUTES**

Prior to the meeting, Council received for review and consideration of approval the following draft minutes: **December 8, 2014 - regular Rocky Mount Town Council Minutes.**

Mayor Angle asked if there were any additions or corrections to the presented draft minutes. Council Member Snead noted that there should be a correction to Council Member Moyer's motion in regards to the renaming of the Peter Saunders Memorial Bridge. The actual motion was to rename the bridge the Peter Saunders Veterans' Memorial Bridge. Town Manager Ervin clarified that the actual naming of the bridge will be taken up by Delegate Poindexter as a legislative matter.

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

Motion: To approve the minutes as amended.

Motion By: Council Member Snead.

Second: Vice Mayor Walker.

Motion Discussion: None.

Ayes: Cundiff, Love, Snead, Stockton, Walker.

Nays: None.

Action: December 8, 2014 draft minutes approved as amended by a unanimous vote of members present.

## **APPROVAL OF CONSENT AGENDA**

Prior to the meeting, Council received, for review and consideration of approval, a list of consent agenda items, which consists of any miscellaneous resolutions, proclamations, miscellaneous action items, departmental monthly reports, and the bill list. This month's consent agenda consists of the following:

- Miscellaneous Resolutions/Proclamations (none at this time)
- Miscellaneous Action (none at this time)
- Departmental Monthly Reports: Community Development (none at this time), Finance Department, Fire Department, Police Department, Public Works Department, Waste Water Department, Water Department
- Bill List

There being no discussion, Mayor Angle entertained a motion.

Motion: To approve the consent agenda as presented.

Motion By: Vice Mayor Walker.

Second: Council Member Stockton.

Motion Discussion: Vice Mayor Walker (in reference to the Police Department's monthly report) thanked Acting Chief Criner and the Police Department for their work this season with Heavenly Manna and the children's hospital. He feels the department is doing a great job of being in the public and being seen.

Ayes: Cundiff, Love, Snead, Stockton, Walker.

Nays: None.

Action: Consent agenda approved by a unanimous vote of members present.

## **HEARING OF CITIZENS**

Let the record show that no one contacted the town clerk's office prior to the meeting wishing to come before Council to speak.

Mayor Angle opened the floor to anyone wishing to come before Council to speak.

Let the record show that no one from the public came forward to address Council.

## **OLD BUSINESS**

### **Old Business Item No. 1: Town of Rocky Mount credit card acceptance update**

Staff Report By Town Manager Ervin: The Town began accepting credit cards in December 2014. The process has thus far been well received by citizens and customers. The Town is absorbing the fees associated with accepting credit cards, but is charging a \$2.50 per transaction processing fee. The Finance Director will summarize the overall cost to the Town of the credit card acceptance process once a full annual payment cycle has occurred. Staff currently estimates that the total processing fees collected will closely equal the fees paid to the credit card processing firm, but this is only an estimate at this time. There is some discussion about how the charging of a flat processing fee could be going against State Code. The Town's processing software which is specially geared toward government transactions does not have the ability to calculate the 2.5 percent processing fee the Town incurs for accepting the card. The Town currently charges a flat fee of \$2.50 per transaction. The issue is under discussion by staff and the town attorney. Staff recommends that until a resolution is found, the Town suspends collecting a fee until the Finance Committee meets to review the matter. Small charges that are less than \$100 will cause Town to overcollect which could lead to legal issues.

### General Discussion:

- Council Member Cundiff expressed concern with suspending the fees. This is a choice that the customer has: \$2.50 to pay with a card, or pay with a check or cash with no fee. Does not think it is fair to the people who pay in a manner that does not

cost the town. Does not think that processing fee should be passed on to the utility departments.

- Town Manager Ervin reiterated that if suspended, the Town would only cover the processing fee until such time as the issue can be resolved.
- Vice Mayor Walker clarified that the idea is to suspend the fee short term so that the Town does not get in legal trouble and until the Finance Committee can meet to determine an acceptable manner to charge the fee that meets code.
- Consensus of Council that the fee should be passed on to the customer.
- Town Manager Ervin noted that the guiding code section is relevant only to local government. Also noted that Council also has the option of suspending taking credit cards.
- Discussion continued regarding how to best meet the code.

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

Motion: To suspend the collection of the credit card convenience fee temporarily and to authorize the Finance committee to issue a recommendation and judgment on the matter that staff can act on so that the matter does not have to wait until February for the Council to come back together.

Motion By: Council Member Snead.

Second: Vice Mayor Walker.

Motion Discussion:

-Council Member Cundiff thinks the Town will not be any deeper in trouble if it is left alone. Unless a special meeting is called it could be 30 days and up to 60 transactions before Council meets to decide on the issue. As chairman of the utilities committee, he is not willing to sit still and pay this.

-Council Member Love questioned fees paid in previous transactions.

-Finance Department has records on those transactions and the Finance Committee can also look at refunding fees already charged.

-Following the discussion, Mayor Angle summarized the motion on the floor to be: To suspend the collection of fees temporarily, waiting for a recommendation from the Finance Committee on what would be an appropriate amount to collect and whether or not to refund those who have already paid the fee and to turn the process around post haste.

Ayes: Love, Snead, Stockton, Walker.

Nays: Cundiff.

Action: Approved by a vote of five to one.

### **Old Business Item No. 2: Town of Rocky Mount water, sewer and refuse collection rates update**

Staff Report by Town Manager Ervin: Council received in its packet the water, sewer and refuse collection rates scheduled to take effect this month, with the associated billing in February 2015. This is the third of four modest rate adjustments passed by Town Council on November 8, 2012. There will be a \$3.00 increase for internal

customers and a \$6.00 increase for external customers. The elderly and disabled rate remains flat. There is one more increase to take place in the future. It is staff's hope to bring Council together in work session in the fall to look at utility finances now that four years have passed.

This was an informational item for Council. No discussion occurred and no action was taken.

## **NEW BUSINESS**

### ***New Business Item No. 1: Review and consideration of approval of request from Outlaw Cruisers Car Club to hold annual event***

Staff report by Town Manager Ervin: Mr. Ron Guertin, President of Outlaw Cruisers Car Club, requests that Council allow the club to hold its annual car show event scheduled for Sunday, May 24, 2015, from 1:00 p.m. until 4:00 p.m. (with a rain date of Sunday, May 31, 2015 during the same time frame), and that the club be able to close Franklin Street as outlined in the letter contained in the meeting packet. Lieutenant Mark Lovern with the Rocky Mount Police Department has reviewed this request and has no issues with the club holding the event as outlined in the letter.

General Discussion: Assistant Town Manager Hankins noted that a Harvester concert had to be rescheduled to the requested Outlaw Cruisers date, but the concert should be at a time that does not conflict with the event.

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

Motion: To approve the request of Outlaw Cruisers Car Club as presented.

Motion By: Council Member Cundiff.

Second: Council Member Love.

Motion Discussion: None.

Ayes: Cundiff, Love, Snead, Stockton, Walker.

Nays: None.

Action: Approved by a unanimous vote of members present.

### ***New Business Item No. 2: Review and consideration of approval for Johnny Nolen to hold Johnny CASA 5Miler-5K Run/Walk event***

Staff report by Town Manager Ervin: Mr. Johnny Nolen, Race Director for Johnny CASA 5Miler-5K Run/Walk Event, requests that Council allow the group to hold its annual event on Saturday, October 20, 2015, starting at 8:30 a.m. per the proposed route as outlined in the letter contained in the meeting packet. Lieutenant Mark Lovern with the Rocky Mount Police Department has reviewed the request and has no issues with the event being held as outlined in the letter.

Mr. Nolen came forward to speak in reference to his request, noting that this is the tenth year of the event and third year in Rocky Mount. The route is the same as the past two years, and he expects it to be over in one hour.

There being no discussion, Mayor Angle entertained a motion.

**Motion:** To approve the request of Johnny Nolen as presented.

**Motion By:** Council Member Stockton.

**Second:** Council Member Snead.

**Motion Discussion:** None.

**Ayes:** Cundiff, Love, Snead, Stockton, Walker.

**Nays:** None.

**Action:** Approved by a unanimous vote of members present.

**New Business Item No. 3: Presentation of United Way of Franklin County regarding Healthy Franklin County grant award**

**Staff report by Town Manager Ervin:** Ms. Nancy Bell, Executive Director of United Way of Franklin County, requests to address Council with a 15-minute presentation regarding a grant that Healthy Franklin County, in partnership with West Piedmont Health District and Activate Martinsville, has been awarded. Contained in the meeting documents is a letter from Ms. Bell detailing the grant and how she feels it will benefit the Town of Rocky Mount and Franklin County.

Ms. Bell gave a slide presentation regarding Healthy Franklin County which has resulted in a grant award totaling \$434,000 per year for the next four years for Franklin County and surrounding communities.

This presentation was for informational purposes only. No action was taken.

**New Business Item No. 4: Review and consideration of approval of allowing engineering firm to proceed with Virginia Department of Transportation revenue sharing funds to construct curb, gutter and stormwater drainage improvements along Scuffling Hill Road**

**Staff report by Assistant Town Manager Hankins:** The Town of Rocky Mount applied for and received revenue sharing funds from the Virginia Department of Transportation (VDOT) to construct curb, gutter and stormwater drainage improvements along Scuffling Hill Road. Included in the packet is a memorandum from Assistant Town Manager Hankins regarding "Scuffling Hill Revenue Sharing Project." This is a long standing project for the Town. There has been an issue with gravel and drainage on Scuffling Hill Road for awhile. In 2011 the Town commissioned Thompson & Litton to do a preliminary study to see what the cost would be to improve the Scuffling Hill corridor

from Old Fort Road to the Catholic Church. After approval from Council to seek funding, VDOT awarded approximately \$900,000 for the project. This is a revenue sharing project and will cost the Town about \$454,000. To proceed with the project, staff will need to complete the engineering at a cost of about \$90,000, and there is a time commitment in that the Town only has a couple of years to get the work done if Council wishes to proceed. He is asking for an approval to proceed with the engineering and a commitment to move forward with budgeting the funds to complete the project, or a "no" so that he can tell VDOT to use the money for other purposes.

General Discussion:

- Clarified that the budgeting would be done for Fiscal Year 2016 and the the Town would have to pay about half of the engineering costs, or approximately \$45,000.
- Mayor Angle noted that the Town has been talking about this for a long time and it is not going to get cheaper. Some are concerned about the trucks throwing gravel in the ditches.
- Council Member Cundiff feels that the Town has to make a priority decision. Veterans' Memorial Park also needs to be fixed and there was no money to do that last year. Need to set priorities.
- Regarding Veterans' Park, the engineering was started by Anderson and Associations, and then was completed by Earth Environmental. Thompson & Litton was not involved.
- The Veterans' Park issue and the Scuffling Hill improvements were both in the package that was proposed to bond out, but when the bond was decided against, a small amount of funds were carved out for Veteran's Park, but the amount ended up not being enough. Staff is planning to bring up the Veteran's Park issue as part of the next budget discussion to see if the amount can be supplemented.
- The Scuffling Hill Road Improvements project would require an approximate \$0.5 million bond and would be brought back to Council as part of the next budget session.
- If it is Council's intent to proceed with the project in 2016, then Assistant Manager Hankins is asking for approval to proceed with the engineering.
- Veterans' Park is for the County as well as the Town, and the County should be asked to help with fixing the park.
- Both projects are important and need to be addressed in 2016.
- The original project scope was to also include sewer service to six properties that are not currently served by Town sewer and the expected cost was over \$1 million. However, that portion of the project was removed.
- Discussion could be delayed until the FY 2016 budget talks, which may result in having to get the engineering costs updated.
- Council Member Cundiff would like to see the overrun in the budget for projections on the Tank Hill demolition project and other areas to transfer back to the general fund.
- Saved \$150,000 on Tank Hill project and nothing has been spent from the \$700,000 in funds designated for Veterans' Park.

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

Motion: To delay the Scuffling Hill Road Improvements discussion until the first budget work session on April 15.

Motion By: Council Member Love.

Second: Vice Mayor Walker.

Motion Discussion: Vice Mayor Walker questioned if this would give the Town enough time to complete the work within the allotted time. Assistant Manager Hankins will request an extension from VDOT.

Ayes: Cundiff, Love, Snead, Stockton, Walker.

Nays: None.

Action: Motion to postpone the Scuffling Hill Road Improvements discussion approved by a unanimous vote of members present.

**New Business Item No. 5: Review and consideration of approval of Fiscal Year 2015 budget calendar**

Staff Report by Town Manager Ervin: Presented in the packet for Council's approval is a draft Fiscal Year 2016 budget calendar which will culminate in the adoption of the FY 2016 budget and FY 2016-2020 Capital Improvements Plan at the May 11, 2015 regular Rocky Mount Town Council meeting.

General Discussion: Mayor confirmed that dates are not etched in stone.

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

Motion: To approve the Fiscal Year 2016 budget calendar.

Motion By: Vice Mayor Walker.

Second: Council Member Love.

Motion Discussion: None.

Ayes: Cundiff, Love, Snead, Stockton, Walker.

Nays: None.

Action: Fiscal Year 2016 Budget Calendar approved by a unanimous vote of members present.

**New Business Item No. 6: Review and consideration of approval of request from R. Fralin Development that Old Fort Road be placed within the Town of Rocky Mount's road system**

Staff report by Town Manager Ervin: Contained in the meeting documents is a letter from Robert P. Fralin, President of R. Fralin Development, which respectfully requests that Old Fort Road placed within the Town of Rocky Mount's road system. The first section has been constructed to state standards and taking into Town system would allow extra funding from VDOT. The road is four-tenths of a mile, and accepting it into the Town system will help with resurfacing and snow removal budgets.

There being no discussion, Mayor Angle entertained a motion.

Motion: To approve the request as presented.

Motion By: Council Member Love.

Second: Vice Mayor Walker.

Motion Discussion: None.

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

Nays: None.

Action: Motion to accept Old Fort Road into the Town's system approved by a unanimous vote of members present.

### **COMMITTEE REPORTS**

Let the record show there were no committee reports at this time.

### **OTHER MATTERS & COMMENTS**

***Referrals to Planning Commission:*** Let the record show there were no referrals to Planning Commission at this time.

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

### **COUNCIL CONCERNS**

***Council Member Love:*** Council Member Love questioned when the crosswalks will be installed on 40 East. Public Works Director Mason advised that Richardson & Wayland has been promising to come for two months. All of the sidewalk has not been installed due to issues with right-of-way. He will continue to work with Richardson & Wayland to see that the project is completed.

### **CLOSED MEETING**

Let the record show there were no closed meeting items discussed at this time.

### **ADJOURNMENT**

There being no further business to discuss, Mayor Angle entertained a motion to adjourn.

MOTION BY: Council Member Stockton  
SECOND: Vice Mayor Walker  
MOTION DISCUSSION: None  
ACTION: Meeting adjourned at 8:12 p.m.

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Steven C. Angle, Mayor

ATTEST:

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Stacey B. Sink, Town Clerk

DRAFT

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 9, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>Enclosed is a draft "Resolution by the Rocky Mount Town Council Acceptance of Old Fort Road."</p> <p>During the January 12, 2015 regular Council meeting, Council approved the request of Robert Fralin Development that Old Fort Road be placed within the Town of Rocky Mount's road system. (At that time, a draft resolution had not been prepared, and a resolution is required for submission to VDOT.)</p>
ACTION NEEDED:	Approval/denial of draft resolution as presented.

Attachment(s): Yes (1)

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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**RESOLUTION  
BY THE  
ROCKY MOUNT TOWN COUNCIL  
ACCEPTANCE OF OLD FORT ROAD**

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

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

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

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

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

**WHEREAS**, 0.86 lane miles of Old Fort Road with 30 feet wide pavement from 489 Old Fort Road to the cul-de-sac at the end of Old Fort Road, with the street to be maintained by the Town of Rocky Mount as a qualifying street, and will be the responsibility of the Town of Rocky Mount to maintain according to the standards of the Virginia Department of Transportation; and

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

Given under my hand this 9<sup>th</sup> day of February 2015.

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Steven C. Angle, Mayor

ATTEST:

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Stacey B. Sink, Town Clerk

## MONTHLY STAFF REPORT

<b>DATE:</b>	February 4, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Matthew Hankins, Community Development Director
<b>DEPARTMENT:</b>	Planning, Zoning and Community Development
<b>MONTH:</b>	January 2015

See attached report.

## Harvester website: 8.9 million hits in 2014

Staff has reviewed the Harvester website visitor statistics for 2014. The website went live in February, and by the end of the year, logged 8,905,453 hits. Those hits produced 120,137 unique visitors who visited the page 206,876 times and viewed 1,053,780 pages.

That means that the average visitor to the website visited more than once, and each time they were on the site, visited multiple pages. The website generated over a million monthly hits four times: in April, July, August and September. Monthly site visits exceeded 19,000 every month from April through the end of the year.

This type of information will be helpful in generating sponsors, targeting our advertising to specifically responsive markets and helping to grow the overall business of the Harvester.

The website has been praised for its ease of use, clear design, frequent updates and amount of information available about the artists.

## Business News

Staff attended the grand opening of the downtown State Farm office owned by agent Jimmy Russell. Matt Thurman opened his new State Farm office on North Main Street. The Frawg Wireless outlet on North Main Street has closed after a few weeks in business. Intercept Youth Services has opened a foster office in the Branch Building on South Main Street.

We developing new targeted recruitments for additional restaurants, a grocery chain and hotels.

## First Responders Memorial Commission

The Town has received the mock-up version of the First Responders Memorial. Most members of the commission, some family members and some council members have been able to see the mock-up. Once the Commission has met and approved the concept and design, the engineer will complete costs estimates and staff will come back to council in March to approve the location. We will also share the design with the Board of Supervisors, which pledged \$10,000 toward the memorial.

## Business Vacancies

*The most significant current vacancies in the Central Business District and primary commercial corridors include:*

**Main:** the old Kroger space across from the hospital; the N. Morris Building first floor; Branch Management's office (part); Tuttle's Exxon; Jones Produce; Vamenta's clinic; former Franklin Finance office; the former Midway Cleaners Building on Warren Street.

**Franklin:** Edible Vibe Cafe space; space in the Haywood Building; space in the Basket Creations & More buildings; the former Savings & Loan Building on Oak; space in the Arrington Enterprises building on 40 West.

**40 East:** Several in Rocky Mount Plaza, one in Marketplace Shopping Center.

## Sign Violations

We've had several sign violations in the last month and are looking at pursuing charges against several violators for illegally attaching to town sign posts and utility poles. If you see any of these illegally posted signs, please let us know so we can remove the signs and deal with the violations.



## Staffing

The Town has hired Josh Gibson as our new Town Planner, effective January 15. Mr. Gibson is an experienced planner who has worked with the Virginia Outdoors Foundation and Roanoke County. He earned his bachelor's degree from the University of Virginia, where he was a walk-on football player, and later earned his Master's Degree from Virginia Tech in Urban Planning & Development. He replaces Patrick Rust.

Mrs. Deanna Alexander joins our staff as the Community Development assistant. She is a graduate of Virginia Western Community College, and has experience both in a Commissioner of the Revenue office and as a sales, store and customer service manager for Ntelos Wireless. She served with us for four months as a temporary employee, and started as an employee of the Town on January 26. She fills the position vacated by Stacey Sink's move to Town Clerk.

## BZA

The Board of Zoning Appeals approved Brian Olinger's sign variance in December.

In January, the board approved a variance for Ferguson Land & Lumber to build a dry storage shed 31 feet closer to the property line than the 60 feet required by code.

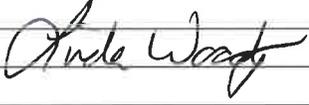
## Enforcement

We have received a few property maintenance complaints even though it is winter. The issues have been inspected and the properties found to be in substantial compliance with Town Code, with the exception of an untagged car on Montview.

## Website

Town staff will be undertaking a rewrite and redesign of the Town website over the next three months. We anticipate unveiling the new website by June. If you have suggestions, let us know.

## MONTHLY STAFF REPORT

<b>DATE:</b>	February 2, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Linda Woody, Finance Director 
<b>DEPARTMENT:</b>	Finance Department
<b>MONTH:</b>	February meeting

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

New businesses obtaining a business license during the month

Investment portfolio from the latest bank statement

Revenue comparisons from this fiscal year to last fiscal year

Meals tax collections chart

Local sales tax collections chart

Expenditure comparisons from this fiscal year to last fiscal year

Available contingency funds status

Capital project expenses for the Performance Venue

Utility billing profiles on customers and consumption

Water Customer Cut-off's chart

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

Utility profiles on water production and wastewater flow

Customer flow for the Finance Department:

884 walk-in transactions

1105 drive-thru transactions

2186 mail transactions

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

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

**PROFESSIONAL:**

Intercept Youth Services, 230 S. Main, counseling & foster care

**TOWN OF ROCKY MOUNT**  
**Investment Portfolio**  
**at December 31, 2014**

<u>Security</u>	<u>Call Date</u>	<u>Maturity Date</u>	<u>Bond</u>	<u>Market Price</u>	<u>Market Value</u>	<u>Market Yield</u>	<u>Yield to Maturity</u>	<u>Cusip Number</u>	<u>Estimated Annual Interest</u>	
<b>Fixed Income / Bonds:</b>										
FFCB	10/31/2014	8/1/2019	230,000	97.979	225,351.70	1.46%	1.44%	3133EAD62	3,312.00	
FNMA	12/26/2013	12/26/2017	500,000	99.176	495,880.00	1.00%	1.00%	3135G0SJ3	5,000.00	
FNMA	9/27/2013	9/27/2017	255,000	99.738	254,331.90	0.85%	0.70%	313G0E64	1,785.00	
<b>Bond Totals</b>			<u>985,000</u>		<u>975,563.60</u>	1.10% avg. return			<u>10,097.00</u>	
<b>Certificates of Deposits:</b>										
Ally BK Midvale UT		12/31/2014	A	230,000	98.809	227,260.70	1.51%	1.50%	02006LNA7	3,450.00
BMW Salt Lake City UT		10/11/2018		245,000	100.038	245,093.10	2.04%	2.05%	05568P5S2	5,022.50
Bank Hampton Rds. VA		9/27/2017		245,000	99.147	242,910.15	1.00%	1.00%	062492BH5	2,450.00
Bank of Perry Co. Tenn		2/20/2018		248,000	99.584	246,968.32	1.25%	1.25%	06425KBN8	3,100.00
Barclays BK Del Retail		8/20/2019		225,000	98.872	222,462.00	2.12%	2.10%	06740LHV2	4,725.00
CIT BK Salt Lake UT		10/13/2016		190,000	99.774	189,570.60	1.00%	1.00%	17284CBJ2	1,900.00
Com Bk Harrogate TN		8/25/2016		245,000	100.012	245,029.40	0.99%	1.00%	20143PCV0	2,450.00
Discover Bk Greenwood DL		9/4/2018		245,000	100.004	245,009.80	2.04%	2.05%	254671VH0	5,022.50
Essa BK Stroudsburg PA		11/30/2016		245,000	99.719	244,311.55	1.00%	1.00%	29667RGE7	2,450.00
First Merchants BK N A		9/30/2019		245,000	98.720	241,864.00	2.02%	2.00%	32082BDS5	4,900.00
Goldman Sachs NYC		11/3/2014		245,000	99.229	243,111.05	1.96%	1.50%	38143AAP0	4,777.50
Safra Nat'l NY NY		2/9/2015		245,000	100.028	245,068.60	0.74%	0.74%	786580YW4	1,837.50
State BK India NY NY		12/5/2014	A	245,000	98.885	242,268.25	2.22%	2.20%	8562843E2	5,390.00
Synchrony Bk Retail CTF Prog		6/13/2019		230,000	99.066	227,851.80	2.01%	2.00%	87164YAP9	4,600.00
<b>CD Totals</b>			<u>3,328,000</u>		<u>3,308,779.32</u>	1.56% avg. return			<u>52,075.00</u>	
<b>Total Investments</b>			<u>4,313,000</u>		<u>4,284,342.92</u>	1.48% avg. return			<u>62,172.00</u>	

NOTE A: new CD that replace ones with a .99% and 2.10% yeilds

<u>Month</u>	<u>LGIP</u>	<u>Effective</u>
	<u>Balance</u>	<u>Yield</u>
Dec-13	1,330,260.31	0.09%
Jan-14	847,014.84	0.10%
Feb-14	864,003.17	0.10%
Mar-14	1,219,124.62	0.11%
Apr-14	735,621.09	0.10%
May-14	277,966.56	0.10%
Jun-14	634,175.42	0.09%
Jul-14	503,282.33	0.10%
Aug-14	574,086.59	0.10%
Sep-14	458,047.35	0.10%
Oct-14	174,602.38	0.10%
Nov-14	191,220.60	0.10%
Dec-14	333,032.97	0.10%

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

REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>GENERAL FUND - Local Revenues:</b>						
Real Estate Tax	126,995	160,696	155,563	225,891	583,313	26.67%
Public Service Tax	-	-	-	27,363	27,690	0.00%
Personal Property Tax	118,737	121,289	132,733	117,690	268,932	49.36%
Machinery & Tools Tax	-	-	-	96,997	97,316	0.00%
Penalties on Tax	91	308	2,355	1,984	4,000	58.88%
Interest on Tax	21	796	1,831	1,019	1,700	107.72%
Local Sales Tax	12,560	12,249	69,072	66,706	165,600	41.71%
Meals Tax	116,747	108,245	651,661	619,275	1,287,518	50.61%
Utility Tax	28,748	29,651	161,714	162,129	324,000	49.91%
Communications Tax	16,113	16,387	98,232	98,710	223,416	43.97%
Decals	-	63	-	3,015	-	0.00%
Bank Stock Tax	-	-	-	-	228,070	0.00%
Penalty-Meals Tax	91	173	1,856	1,990	2,000	92.78%
Interest-Meals Tax	-	-	327	1,323	1,100	29.72%
Lodging Tax	1,938	4,737	49,683	47,997	92,880	53.49%
Cigarette Tax	4,481	7,333	59,077	56,034	100,300	58.90%
BPOL-Retail	-	110	6,659	23,163	322,800	2.06%
BPOL-Professional	599	-	9,806	9,052	135,700	7.23%
BPOL-Contractor	-	-	1,447	5,248	13,750	10.52%
BPOL-Repairs/Services	-	30	3,545	822	120,000	2.95%
BPOL-Alcoholic Beverages	-	-	75	-	575	13.04%
BPOL-Penalty/Interest	-	17	2,310	4,947	2,000	115.51%
BPOL-Amusement	-	-	-	-	200	0.00%
BPOL-Utility	-	-	-	-	11,800	0.00%
BPOL-Miscellaneous	-	-	133	1,250	1,800	7.39%
Solicitor Permits	-	-	-	-	-	0.00%
Farmer's Market Fees	410	200	1,469	1,800	2,600	56.50%
Welcome Center Fees	210	220	2,625	2,830	3,500	75.00%
Planning/Zoning Fees	2,280	1,265	6,230	9,229	6,500	95.85%
Court Fines	(348)	5,245	18,101	27,969	48,960	36.97%
Parking Fines	15	-	100	45	100	100.00%
Interest Earnings	1,500	2,816	20,202	30,794	46,424	43.52%
Return Check Fees	20	60	400	380	600	66.67%
Rental of Property	-	-	420	420	420	100.00%
Mortgage Payments	256	256	1,792	1,536	3,073	0.00%
Paving Loan Payment	728	-	2,911	-	-	0.00%
Sale of Materials	-	-	960	-	-	0.00%
Sale of Property	-	-	-	10,654	-	0.00%
Bond Proceeds	-	-	-	-	-	0.00%
Grave Preparation	750	750	1,500	2,250	1,500	100.00%
Security Services	-	1,290	1,673	4,800	4,000	41.81%
False Alarm Response Fees	-	-	-	138	-	0.00%
Passport Service Fees	1,345	1,530	4,182	5,549	12,000	34.85%
Police Reports	87	196	652	706	1,700	38.35%
Fingerprint Service Fees	30	115	285	315	300	95.00%
Garbage Collection Fees	7,772	(10,379)	44,957	36,131	86,016	52.27%
Truck Rental Program	10	-	60	90	100	60.00%
Credit Card Fees	111	-	121	-	-	0.00%
Weed control / Mowing Charges	-	-	153	292	-	0.00%
Administrative Service Charge	-	-	50	117	-	0.00%
Miscellaneous Services	-	25	416	401	750	55.42%
Transfer from Utility Fund	-	-	-	426,426	-	0.00%
Donations	-	-	43	24	-	0.00%
Merchandise Sales	-	-	166	219	200	82.86%
Miscellaneous	-	1,176	1,933	2,429	830	232.93%
Donations - Celeste Park	-	-	-	815	-	0.00%
Curb & Gutter Recoveries	-	-	-	-	-	0.00%

**TOWN OF ROCKY MOUNT  
REVENUE COMPARISONS  
AS OF JANUARY 31, 2015**

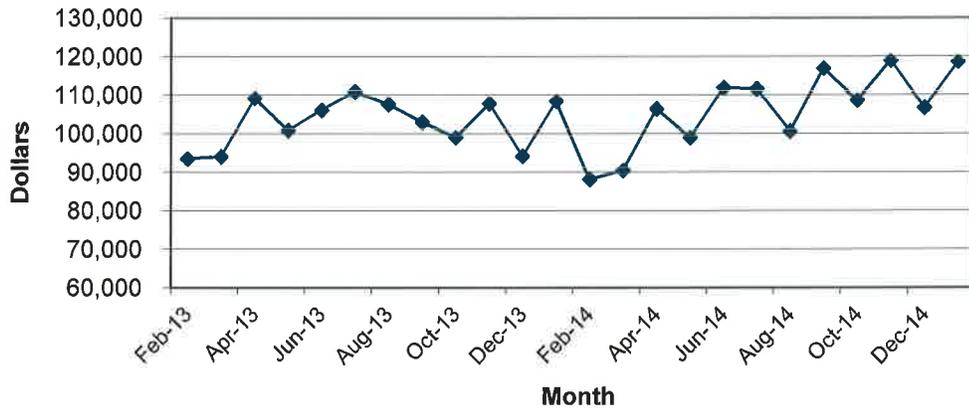
REVENUE SOURCE	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET
						THIS YEAR
Recoveries	45	7	62	44	250	24.97%
Bond Proceeds	-	-	-	-	-	0.00%
Unrealized Gain on Investments	-	11,515	(19,332)	7,812	-	0.00%
Appropriated Fund Balance	-	-	-	42,149	719,585	0.00%
<b>Total Local Revenues</b>	<b>442,341</b>	<b>478,370</b>	<b>1,500,209</b>	<b>2,188,968</b>	<b>4,955,868</b>	<b>30.27%</b>
<b>GENERAL FUND - State Revenues:</b>						
Rolling Stock Tax	-	-	3,645	3,827	3,600	101.26%
Litter Tax	-	-	2,611	2,614	2,100	124.33%
Rental Tax	-	-	37	-	-	0.00%
Other Categorical Aid	-	-	-	-	-	0.00%
Fire Programs	-	-	12,972	12,134	12,134	106.91%
PPTRA from the State	-	-	53,861	53,861	53,861	100.00%
DMV Grants	-	-	9,615	-	-	0.00%
DMV Mini Grants	-	-	224	-	-	0.00%
Street Maintenance	-	-	641,942	624,756	1,274,502	50.37%
VML Safety Grant	-	-	-	4,000	4,000	0.00%
Volunteer Fire Dept.	-	-	15,000	15,000	30,000	50.00%
Law Enforcement-599 Funds	-	-	54,230	54,230	108,460	50.00%
Police Grants	-	-	-	8,732	-	0.00%
Va. Commission of the Arts Grant	-	-	-	-	-	0.00%
Other Categorical Aid-Schools	-	-	29,632	29,632	29,632	100.00%
<b>Total State Revenues</b>	<b>-</b>	<b>-</b>	<b>823,768</b>	<b>808,786</b>	<b>1,518,289</b>	<b>54.26%</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>442,341</b>	<b>478,370</b>	<b>2,323,977</b>	<b>2,997,754</b>	<b>6,474,157</b>	<b>35.90%</b>
<b>UTILITY FUND REVENUES:</b>						
Water Sales	81,849	42,438	523,861	523,965	1,070,400	48.94%
gallons billed	18,540,970	17,345,314	118,817,634	123,286,419		
Water Connections	-	4,275	15,905	13,550	24,440	65.08%
Reconnect Fees	750	770	4,500	6,695	7,350	61.22%
Penalties	1,959	1,668	14,349	10,924	18,500	77.56%
Bulk Water Purchases	-	1,609	3,196	4,577	2,000	159.78%
Sewer Collection Charges	50,405	27,956	322,361	331,585	680,040	47.40%
gallons billed	13,929,219	13,992,414	88,139,764	93,712,153		
Sewer Connections	-	1,805	3,500	5,805	12,500	28.00%
Cell Tower Rent	-	1,800	23,462	26,805	46,534	50.42%
Recoveries	-	326	700	4,465	1,600	43.72%
Bond Proceeds	-	-	-	-	-	0.00%
Meals Tax Transfer (in fund 05 for fy 15)	-	3,249	-	514,278	-	0.00%
Appropriated Fund Balance	-	-	-	255,300	780,053	0.00%
<b>TOTAL UTILITY FUND REVENUES</b>	<b>134,963</b>	<b>85,895</b>	<b>911,833</b>	<b>1,697,950</b>	<b>2,643,417</b>	<b>34.49%</b>
<b>CAPITAL PROJECTS REVENUES:</b>						
Uptown Loan Repayments	898	34,898	8,933	45,797	-	0.00%
Microenterprise Loan Repayments	117	-	117	-	-	0.00%
Program Income-from Needmore project	3,432	-	3,432	-	-	0.00%
CBDG Grant	-	-	-	-	-	0.00%
TEA-21 Grant	-	-	-	-	-	0.00%
Tobacco Grant	-	-	-	-	500,000	0.00%
Private Foundations / Grants	-	-	-	-	-	0.00%
Historic Tax Credits	-	-	-	-	200,000	0.00%
Bonds / Loans	-	-	-	-	-	0.00%
Transfers from General Fund	-	-	-	2,575,000	-	0.00%
Appropriated Fund Balance	-	-	-	-	-	0.00%
<b>TOTAL CAPITAL PROJECTS REVENUES</b>	<b>4,447</b>	<b>34,898</b>	<b>12,482</b>	<b>2,620,797</b>	<b>700,000</b>	<b>1.78%</b>



**TOWN OF ROCKY MOUNT  
MEALS TAX COLLECTIONS**

Month	Collections
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
Jan-14	108,245
Feb-14	88,119
Mar-14	90,391
Apr-14	106,223
May-14	98,887
Jun-14	111,723
Jul-14	111,448
Aug-14	100,522
Sep-14	116,710
Oct-14	108,467
Nov-14	118,725
Dec-14	106,535
Jan-15	118,367

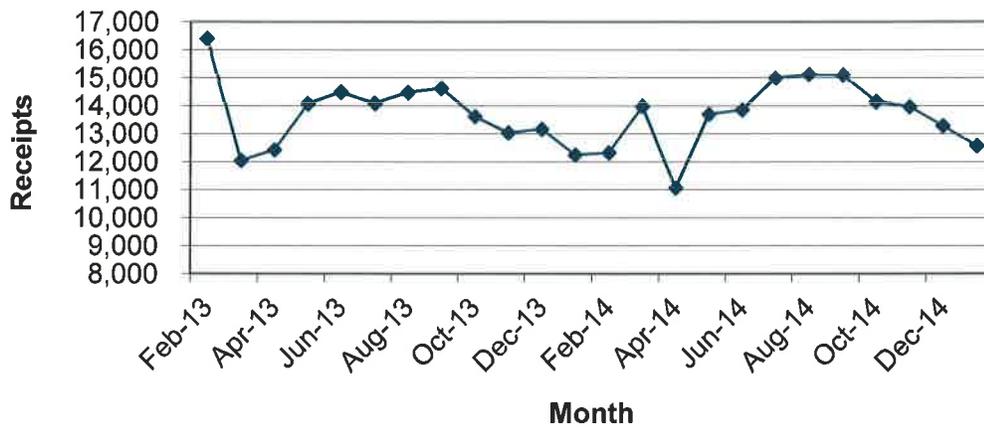
**Meals Tax Collections**



Town of Rocky Mount  
Local Sales Tax

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
Jan-14	12,249
Feb-14	12,323
Mar-14	13,976
Apr-14	11,061
May-14	13,709
Jun-14	13,862
Jul-14	15,006
Aug-14	15,131
Sep-14	15,111
Oct-14	14,145
Nov-14	13,969
Dec-14	13,288
Jan-15	12,560

Local Sales Tax



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

ACTIVITY	MONTH		YEAR TO DATE		BUDGET THIS YEAR	% OF BUDGET THIS YEAR
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR		
<b>GENERAL FUND:</b>						
Mayor & Council	8,359	5,330	62,115	49,556	80,642	77.03%
Town Manager	18,225	15,398	120,251	111,219	211,187	56.94%
Town Attorney	-	-	16,844	16,029	36,100	46.66%
Finance Department	22,897	23,202	182,954	178,986	358,452	51.04%
Electorial Board	-	-	-	-	-	0.00%
Police Department	125,610	153,576	1,017,971	1,029,337	1,833,954	55.51%
Volunteer Fire Dept.	12,712	18,924	70,560	76,655	188,648	37.40%
Public Works Admin.	1,236	1,266	33,260	8,170	17,105	194.45%
Street Lights	14,468	9,509	63,902	57,528	113,148	56.48%
Traffic Control & Parking	1,328	13,170	48,891	49,819	79,242	61.70%
Streets	41,018	81,556	597,131	336,956	1,134,093	52.65%
Sidewalks & Curbs	-	-	4,827	1,989	17,876	27.00%
Grassy Hill Guardrails	-	-	-	2,878	-	0.00%
40 East Sidewalks/Crosswalks	2,162	-	58,160	4,888	-	0.00%
Street Cleaning	2,079	198	12,877	10,035	22,394	57.50%
Refuse Collection	14,203	17,292	96,806	102,951	175,826	55.06%
Snow Removal	135	1,700	893	3,633	26,497	3.37%
Municipal Building	6,426	5,730	47,738	33,586	75,644	63.11%
Emergency Services Bldg.	4,745	9,773	65,542	27,166	136,369	48.06%
Public Works Building	2,506	5,426	8,779	12,639	22,580	38.88%
Cemetery	745	567	10,707	13,943	23,844	44.90%
Playgrounds	246	140	15,449	19,004	68,092	22.69%
Veterans Memorial Park erosion	-	1,628	473	3,624	557,985	0.08%
Pigg River Dam Safety Improvement	-	-	-	30,000	-	0.00%
Planning & Zoning	8,226	8,604	55,289	65,998	139,183	39.72%
Community Development	14,781	14,055	102,711	114,168	285,608	35.96%
Citizen's Square	1,395	1,093	11,627	14,672	13,510	86.06%
Hospitality Center	1,282	871	13,845	22,122	63,792	21.70%
Passport Services Expenses	-	19	232	1,265	3,600	6.44%
Economic Development Authority	-	-	40	630	10,638	0.38%
Remediation of Blighted Structures	-	665	18,125	665	20,000	90.63%
<b>Non-Departmental:</b>						
Wages & Fringes	3,430	1,667	14,630	30,244	95,551	15.31%
Employee Wellness Program	-	-	4,450	1,347	4,000	111.26%
Employee Drug Testing	219	-	641	397	1,300	49.32%
Insurance	-	-	67,853	65,127	68,788	98.64%
Contributions to Others	-	-	22,500	21,750	22,500	100.00%
Debt Service-Principal	-	197,400	-	197,400	175,800	0.00%
Debt Service-Interest	-	41,863	40,690	95,273	79,070	51.46%
Transfer to Utility Fund	-	3,249	-	514,278	-	-
Transfer to Utility Capital Fund	-	-	257,139	-	257,139	100.00%
Transfer to Capital Proj. Fund	-	-	-	2,650,000	-	0.00%
Transfer to Performance Operations	-	-	-	30,169	-	0.00%
Contingency	-	-	-	-	50,000	0.00%
Contingency - to reimburse fund balance	-	-	-	-	-	0.00%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>308,432</b>	<b>633,871</b>	<b>3,145,902</b>	<b>6,006,094</b>	<b>6,470,157</b>	<b>48.62%</b>

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

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>WATER &amp; SEWER FUND:</b>						
Water System Operation	15,833	16,725	89,561	80,562	125,869	71.15%
Meter Reading	4,551	3,219	21,657	19,462	50,217	43.13%
Water Plant	47,222	57,817	296,933	345,434	592,303	50.13%
Belmont Dr. Water Line Replacement	-	-	30,268	-	-	0.00%
Wastewater System Operation	8,175	10,469	25,472	78,263	140,978	18.07%
Wastewater Treatment Plant	41,314	36,022	216,507	208,665	470,826	45.98%
Utility Billing & Administration	11,031	10,575	74,603	70,974	159,375	46.81%
<b>Non-Departmental:</b>						
Wages & Fringes	-	-	-	4,118	6,567	0.00%
Insurance	-	-	22,618	21,709	22,925	98.66%
Debt Service-Principal	-	245,600	100,000	761,513	210,200	47.57%
Debt Service-Interest	-	31,545	6,683	26,936	61,605	10.85%
Transfer to Capital Projects Fund	-	-	-	-	-	0.00%
Transfer to General Fund	-	-	-	426,426	-	0.00%
Contingency	-	-	-	-	22,500	0.00%
Contingency - to reimburse fund balance	-	-	-	-	-	0.00%
Depreciation	-	-	-	-	780,053	0.00%
<b>TOTAL WATER &amp; SEWER FUND EXPENSES</b>	<b>128,127</b>	<b>411,972</b>	<b>884,300</b>	<b>2,044,063</b>	<b>2,643,418</b>	<b>33.45%</b>
<b>CAPITAL IMPROVEMENTS FUND:</b>						
Performance Venue Renovations	-	439,678	133,946	1,155,604	-	0.00%
Microenterprise Loan Program	-	-	20,000	-	-	0.00%
Transfer to General Fund	-	-	-	-	700,000	0.00%
<b>TOTAL CAPITAL PROJECTS EXPENDITURES</b>	<b>-</b>	<b>439,678</b>	<b>153,946</b>	<b>1,155,604</b>	<b>700,000</b>	<b>21.99%</b>
<b>UTILITY CAPITAL FUND:</b>						
Public Works Utility Capital Projects	-	-	-	175,947	175,000	0.00%
Water Distribution Utility Projects	-	-	9,813	-	321,061	3.06%
Water Treatment Plant Utility Projects	-	-	57,382	-	183,960	31.19%
Wastewater Collection Utility Projects	30,090	-	37,965	-	40,000	94.91%
Wastewater Treatment Plant Utility Projects	4,672	-	27,333	-	106,000	25.79%
Contingency	-	-	-	-	60,000	0.00%
Reserved Fund Balance Transfer	-	-	-	-	100,000	0.00%
<b>TOTAL UTILITY CAPITAL EXPENDITURES</b>	<b>34,762</b>	<b>-</b>	<b>132,493</b>	<b>175,947</b>	<b>986,021</b>	<b>13.44%</b>

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

ACTIVITY	MONTH		YEAR TO DATE		BUDGET	% OF
	THIS YEAR	LAST YEAR	THIS YEAR	LAST YEAR	THIS YEAR	BUDGET THIS YEAR
<b>PERFORMANCE VENUE OPERATIONS (expenses paid by Town checks only):</b>						
Performance Venue Operations:						
Wages - Full Time	8,986	4,569	57,421	31,806	114,618	50.10%
Wages - Part Time	839	-	13,243	-	50,000	26.49%
Wages - Overtime	-	-	11	-	-	-
Wages - Security	780	-	18,345	-	20,000	91.73%
Fringes	4,283	2,059	33,679	14,516	51,181	65.80%
Contractual Services	3,334	3,469	29,588	5,068	30,000	98.63%
Outside Security Services	94	-	993	-	-	0.00%
Custodial Services	1,643	-	8,334	-	25,000	33.34%
Repairs & Maintenance	1,503	-	1,571	-	5,000	31.41%
Ticketing Expenses	-	-	60	-	5,000	1.20%
Talent	-	6,450	-	13,050	400,000	0.00%
Talent Bonuses	-	-	-	-	100,000	0.00%
Band Hospitality	1,263	-	10,057	-	50,000	20.11%
Advertising	15,178	579	101,314	9,305	42,000	241.22%
Printing & Binding	-	-	3,542	240	12,000	29.51%
Postage & Delivery Services	90	-	504	6	2,500	20.14%
Licenses & Permits	335	-	665	-	-	0.00%
State Sales Tax Expense	-	-	-	-	-	0.00%
Local Meals Tax Expense	-	-	-	-	-	0.00%
Credit Card Transaction Fees	-	-	-	-	-	0.00%
Utilities	3,379	276	18,693	793	50,000	37.39%
Communications	1,321	65	5,379	455	6,000	89.65%
Insurance	-	-	-	-	12,000	0.00%
Travel & Training	-	159	335	1,598	9,000	3.73%
Meeting / Event Expenses	-	-	-	-	-	0.00%
Stipends	-	-	-	-	25,000	0.00%
Dues & Memberships	185	-	284	-	3,000	9.47%
Books & Subscriptions	-	789	120	789	3,000	4.00%
Miscellaneous Expenses	-	-	-	-	5,000	0.00%
Office Supplies	342	18	5,869	300	3,500	167.68%
Janitorial Supplies	12	-	2,028	-	-	0.00%
Merchandise for Resale	840	-	6,099	-	80,000	7.62%
ABC Purchases	-	-	-	-	-	0.00%
Supplies for Concession Stand	-	-	349	-	-	0.00%
Furniture & Fixtures	292	-	1,260	-	10,000	12.60%
Data Processing Equipment	-	-	-	-	5,000	0.00%
Machinery & Equipment	-	-	-	-	5,000	0.00%
<b>TOTAL PERFORMANCE VENUE EXPENSE</b>	<b>44,698</b>	<b>18,434</b>	<b>319,744</b>	<b>77,926</b>	<b>1,123,799</b>	<b>28.45%</b>
			7 months of the 12 month fiscal year			58.33%

TOWN OF ROCKY MOUNT  
CONTINGENCY FUNDS  
FISCAL YEAR 2015

	<u>GENERAL FUND</u>	<u>UTILITY FUND</u>	<u>UTILITY CAPITAL FUND</u>
BUDGETED CONTINGENCY	50,000	22,500	60,000
COMMITTED: none at this time			
AVAILABLE CONTINGENCY FUND BALANCE Available / (overexpended)	<u><u>50,000</u></u>	<u><u>22,500</u></u>	<u><u>60,000</u></u>

		TOWN OF ROCKY MOUNT	
		VENUE RENOVATIONS (04.8123)	
		PROJECT TO DATE EXPENSES	
		This Month	Project to Date
Building Purchase		-	248,922.30
Design		-	138,224.58
Renovations		-	2,905,138.32
Grand Total		-	3,292,285.20
			3,292,285.20
			-

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

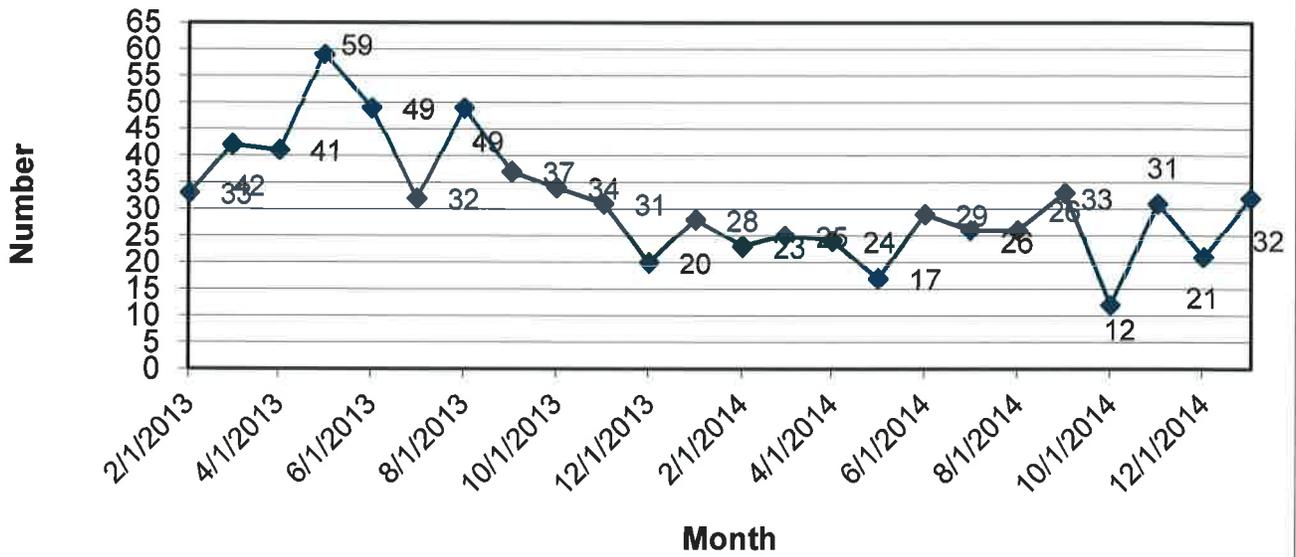
	TOTAL METERS	TOTAL GALLONS	TOTAL REVENUES	% METERS	% GALLONS	% REVENUES
<b>IN-TOWN CUSTOMERS</b>						
RESIDENTIAL	1,767	7,036,779	\$ 36,554	61%	38%	34%
COMMERCIAL	344	4,889,040	\$ 21,687	12%	26%	20%
INDUSTRIAL	48	2,519,320	\$ 9,083	2%	14%	9%
<b>TOTAL</b>	<b>2,159</b>	<b>14,445,139</b>	<b>\$ 67,323</b>	<b>74%</b>	<b>78%</b>	<b>63%</b>
<b>OUT-OF-TOWN CUSTOMERS</b>						
RESIDENTIAL	663	2,549,420	\$ 26,187	23%	14%	25%
COMMERCIAL	75	1,507,156	\$ 12,434	3%	8%	12%
INDUSTRIAL	2	39,255	\$ 274	0%	0%	0%
<b>TOTAL</b>	<b>740</b>	<b>4,095,831</b>	<b>\$ 38,894</b>	<b>26%</b>	<b>22%</b>	<b>37%</b>
				<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>GRAND TOTAL (ALL CUSTOMERS)</b>						
RESIDENTIAL	2,430	9,586,199	\$ 62,741	84%	52%	59%
COMMERCIAL	419	6,396,196	\$ 34,120	14%	34%	32%
INDUSTRIAL	50	2,558,575	\$ 9,356	2%	14%	9%
<b>TOTAL</b>	<b>2,899</b>	<b>18,540,970</b>	<b>\$ 106,218</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

TOWN OF ROCKY MOUNT  
UTILITY BILLING  
PERCENT CONSUMPTION & PERCENT REVENUE  
PER CUSTOMER CLASS  
FISCAL YEAR 2015

Month	In Town								Out of Town							
	Residential		Commercial		Industrial		Total		Residential		Commercial		Industrial		Total	
	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.	% Gal.	% Rev.
Jul-14	34%	33%	30%	23%	16%	10%	80%	66%	13%	24%	7%	10%	0%	0%	20%	34%
Aug-14	33%	32%	31%	23%	18%	12%	82%	67%	12%	22%	7%	11%	0%	0%	18%	33%
Sep-14	33%	32%	30%	23%	18%	11%	81%	67%	12%	23%	7%	10%	0%	0%	19%	33%
Oct-14	33%	32%	30%	23%	18%	11%	81%	66%	12%	23%	7%	11%	0%	0%	19%	34%
Nov-14	33%	32%	30%	23%	18%	12%	81%	66%	12%	23%	6%	10%	1%	1%	19%	34%
Dec-14	37%	35%	28%	21%	13%	8%	78%	63%	14%	25%	8%	11%	1%	1%	22%	37%
Jan-15	38%	34%	26%	20%	14%	9%	78%	63%	14%	25%	8%	12%	0%	0%	22%	37%
Feb-15																
Mar-15																
Apr-15																
May-15																
Jun-15																
Average	34%	33%	29%	22%	16%	10%	80%	65%	13%	24%	7%	11%	0%	0%	20%	35%

\*\*\*NOTE: The above chart shows the breakdown of in-town customer gallons and revenues vs. out-of-town. It also breaks those gallons & revenues into residential, comercial, and industrial customers for FY 2015 (year ended 6/30/15).

### Number of Water Cut-off's



TOWN OF ROCKY MOUNT  
WATER ACCOUNTABILITY  
December-14

Water Plant Finished Water Pumped		<u>20,240,000</u>
Water Consumption Billed	18,540,970	
Meters Read and Not Billed	977,730	
Water Obtained from Water Plant (to bill)	-	
Water Obtained from Public Works Hydrant (to bill)	-	
Flushing Water Lines Reported to WTP or PW	-	
Flow Meter Checks at Hydrants	-	
Grand Total of Water Metered / Consumed / Tracked		<u>19,518,700</u>
Percent Finished Water Accounted		96.44%

Meters Read and Not Billed

001-0122-10-01	Mary Bethune Park		-
001-0188-00-01	Impound Lot		-
002-0317-20-01	Public Works Bldg	20	
002-0317-30-01	Public Works Bldg-new bldg	1,000	
004-1067-00-01	Veteran's Memorial Park		-
005-1300-00-01	Mary Elizabeth Park		-
005-1343-10-01	Harvester Performance Centre	5,000	
005-1384-00-01	Farmer's Market	1,900	
005-1457-00-01	Municipal Bldg.	2,000	
006-1710-00-01	Welcome Center / Depot	810	
009-2523-50-01	Emergency Services Bldg.		-
011-0050-90-01	Rt 122 Pump Station		-
041-0034-00-01	WasteWater Treatment Plant	359,000	
	Water Plant Process		608,000

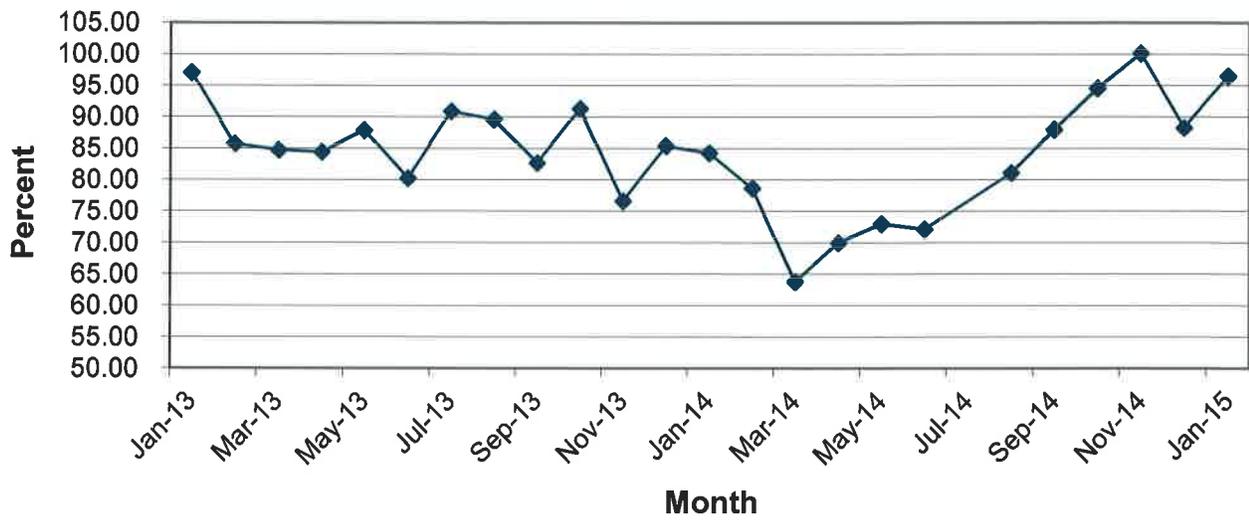
TOTAL Meters Not Billed		<u>977,730</u>
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Water Line Repairs by Public Works during the month:

- 6" line on Industrial Drive
- 6" line on Green Meadow Lane
- 6" line behind Kroger's

Sewer Line Repairs by Public Works during the month:  
none

### Water Accountability %



TOWN OF ROCKY MOUNT WATER ACCOUNTABILITY FISCAL YEAR 2015						
	Finished Water Treated	Total Water Gallons Accounted	Percent Accounted	Monthly Gallons Variance	Average Accounted Variance per Quarter	Average Monthly Variance per Quarter
Month						
Jul-14	29,860,000	24,207,682	81.07%	5,652,318		
Aug-14	24,930,000	21,928,819	87.96%	3,001,181		
Sep-14	21,660,000	20,472,144	94.52%	1,187,856	87.85%	3,280,452
Oct-14	22,470,000	22,491,191	100.09%	(21,191)		
Nov-14	19,650,000	17,340,598	88.25%	2,309,402		
Dec-14	20,240,000	19,518,700	96.44%	721,300	94.93%	1,003,170
Jan-15				-		
Feb-15				-		
Mar-15				-	0.00%	-
Apr-15				-		
May-15				-		
Jun-15				-	0.00%	-
AVG.	23,135,000	20,993,189	91.39%	2,141,811	91.39%	2,141,811
TOTAL	138,810,000	125,959,134		12,850,866		
Monthly Avg. Percent Unaccounted =			8.61%			
Monthly Avg. Percent Accounted =			91.39%			
6 out of 6 months this fiscal year > 80% accountability						

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

Month	Plant Hrs.	Raw Water Drawn	Monthly Avg. % of capacity	Finished water Treated	Monthly Avg. % of capacity	Total Water Gallons Accounted (A)(B)	Pct. Accounted	Connections	Wastewater Monthly Flow	Monthly Avg. % of Capacity	Total Sewer Gallons Billed	Pct. Accounted
Jul-14	337.90	28,070,000	45.27%	27,730,000	44.73%	24,207,682	87.30%	2,890	17,701,000	28.55%	16,585,732	93.70%
Aug-14	322.40	25,240,000	40.71%	24,930,000	40.21%	21,928,819	87.96%	2,891	23,529,000	37.95%	15,070,019	64.05%
Sep-14	309.00	21,820,000	36.37%	21,660,000	36.10%	20,472,144	94.52%	2,894	18,600,000	31.00%	14,646,574	78.75%
Oct-14	322.40	23,430,000	37.79%	22,470,000	36.24%	22,491,191	100.09%	2,896	19,220,000	31.00%	15,963,115	83.05%
Nov-14	291.00	20,500,000	34.17%	19,650,000	32.75%	17,340,598	88.25%	2,899	18,510,000	30.85%	11,945,105	64.53%
Dec-14	300.70	21,080,000	34.00%	20,240,000	32.65%	19,518,700	96.44%	2,899	20,429,000	32.95%	13,929,219	68.18%
Jan-15	294.50	22,150,000	35.73%	21,130,000	34.08%				21,421,000	34.55%		
Feb-15			0.00%		0.00%					0.00%		
Mar-15			0.00%		0.00%					0.00%		
Apr-15			0.00%		0.00%					0.00%		
May-15			0.00%		0.00%					0.00%		
Jun-15			0.00%		0.00%					0.00%		
<b>AVG.</b>	<b>311.13</b>	<b>23,184,286</b>	<b>37.72%</b>	<b>22,544,286</b>	<b>36.68%</b>	<b>20,993,189</b>	<b>92.43%</b>	<b>2,895</b>	<b>19,915,714</b>	<b>32.41%</b>	<b>14,689,961</b>	<b>75.38%</b>
NOTE (A): "Total Water Gallons Accounted" consists of gallons billed and gallons read but not billed plus bulk water sold at the Water Plant plus water used to flush lines or hydrants plus gallons used to fill water tanks.												
NOTE (B): For any given month, "total water gallons accounted" are for "finished water treated" that month. For example, for the month of July, "water gallons accounted" would be water consumed during the month of July by customers and read by the meter readers during the first week of August. Those gallons, however, would not be billed to customers until the end of August during that month's billing cycle. However, those gallons consumed are displayed on the July line to match usage with water plant production ("finished water treated").												

## MONTHLY STAFF REPORT

<b>DATE:</b>	February 2, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Charlie Robertson, Fire Chief
<b>DEPARTMENT:</b>	Rocky Mount Fire Department
<b>MONTH:</b>	December 2014

### December 2014

- The Rocky Mount Fire Department answered a total of 34 call for the month of December 2014. Eleven calls were inside the Town limits and 23 calls were answered in the County.
- The Fire Department averaged 8.38 members on all calls for the month and accumulated a total of 201 man hours on these calls.
- The Department used a total of 899.9 gallons of diesel fuel for the months, while accumulating a total of 1057 miles on all vehicles for the month.
- There was a total of 22 man hours accumulated on extra training for the month.

### January 1, 2014 - December 31, 2014

- The Fire Department answered a total of 440 registered calls for the year of 2014. A registered call is one for which a state N.I.F.R.S. report was submitted.

### Other Matters

- In December, a FEMA grant application was submitted for a new "fire engine." The grant proposal included equipment and utensils mounted from the factory on the truck. If accepted, the grant total is \$526,000. Grant award notifications will start sometime in the spring.
- Also in December, The Rocky Mount Fire Department partnered with the American Red Cross to start a program to outfit single family residences, located within the Town's fire call territory, with smoke detectors. This community project will take place at different times during 2015 until the program is completed.

## MONTHLY STAFF REPORT

<b>DATE:</b>	<b>February 2<sup>nd</sup>, 2015</b>
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	<b>Acting Chief Ken E. Criner, Jr</b>
<b>DEPARTMENT:</b>	Police
<b>MONTH:</b>	<b>JANUARY 2015</b>

The Rocky Mount Police Department would like to congratulate Officer George A. Bobbouine for his lateral move into our Investigations Department.

Officer Boreika Burwell started Cardinal Criminal Justice Academy on January 5<sup>th</sup>, 2015.

RMPD would also like to recognize Officer Ryan T. King for his letter of commendation for an outstanding job in the handling of our first ever toy drive for Carilion's Children Hospital.

Officer George A. Bobbouine was also awarded with a plaque for his outstanding job in a situation that was handled and solved between Rocky Mount Police Department and the Franklin County Sheriff's Office.

ROCKY MOUNT POLICE DEPARTMENT  
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: JANUARY 2015

NOV.

DEC.

JAN.

	NOV.	DEC.	JAN.
UNIFORM TRAFFIC SUMMONS ISSUED	205	97	105
TRAFFIC STOPS	216	174	209
SPEEDING TICKETS ISSUED	127	46	54
DUI	2	2	4
ACCIDENTS INVESTIGATED (TREDS)	17	22	13
MOTORIST AIDES	54	85	74
CRIMINAL ARRESTS "MISDEMEANOR"	26	36	39
CRIMINAL ARRESTS "FELONY"	3	8	11
INCIDENTS ADDRESSED	2344	2677	3141
INCIDENTS, OFFENSES REPORTABLE	69	59	78
GRAND LARCENY WARRANTS	0	0	1
BREAKING & ENTERING REPORTS	1	0	1
BREAKING & ENTERING WARRANTS	0	0	0
BOLO'S (Be On Look Out)	40	64	59
FOLLOW-UP'S	77	139	155
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	1537	1771	2108
SCHOOL CHECKS	39	45	22
ALARM RESPONSES	32	30	26
OPEN DOORS, WINDOWS, ETC. UNSECURED	4	6	11
COURT HOURS	13.5	20.5	32
TRAINING HOURS:	115	164.5	175
SPECIAL ASSIGNMENT HOURS:	87.75	161.75	90.75
HARVESTER HOURS WORKED:	40	38.5	36

#### 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 13 reportable accidents with 9 of the accidents on our public streets.

#### COMMUNITY OUTREACH:

- ◇ Residential Foot Patrols: Anderson Street, Candlwood, Circle Drive, Claiborne Avenue, Cornell Road, Dent Street, Donald Avenue, East Street, Fairlawn Drive, Grassy Hill Road, Green Meadow Lane, Hatcher Street, Hillcrest Drive, Jubal's Path, Lakeview Drive, Montview Avenue, Mountainview Drive, North Main Street, Oak Street, Old Franklin Turnpike, Old Furnace Road, Patterson Avenue, Pell Avenue, Pendleton Street, Randolph Street, Scott Street, Spring Street, State Street, Summit Drive, Sycamore Street, Tanyard Village, Trail Drive, West Church Street, Windy Lane, Woodlawn Drive and Wray's Chapel Road.
- ◇ Business Foot Patrols: ABC Store, Advance Auto, All American Car Wash, BB & T, BFMS, Bojangles, Burger King, C-Mart, CATCE Center, Christian Heritage Academy, Comfort Inn, Cook Out, Country Kids, CVS, Dairy Queen, Dollar General, Domino's, Eagle Cinema, El Rodeo, Family Dollar, Family Pharmacy, Franklin County High School, Fleetwood Homes, Food Lion, Franklin Center, Franklin Memorial Hospital, Franklin Outdoors, Franklin Street, Goodwill, Harvester Center, Holiday Inn Express, Hub Restaurant, Ippy's, Kentucky Fried Chicken, Kroger, Lee M. Waid, Little Ceasar's, Lowe's, Martinsville DuPont Credit Union, Mary Bethune Park, McDonald's, Member One Credit Union, Mod-U-Kraf, Moose Lodge, Napa, Newbold, North Main Street, Old Franklin Turnpike, Papa John's, Pell Animal Clinic, Pizza Hut, PlyGem, Quizno's, Rocky Mount Bowling Center, Rocky Mount Elementary, Rocky Mount Public Works, Roses, Schewel's, School Board Road, Sheetz, Shell Station, Shoe Show, South Main Street, Step, Subway, Tanyard Road, Trinity Missions, US Cellular, Walgreens and Wal-Mart.

#### MISCELLANEOUS:

- ◇ January 12<sup>th</sup>, 2015 - Open Door "140 Franklin Street"
- ◇ January 14<sup>th</sup>, 2015 - Open Door "105 Anderson Street"
- ◇ January 15<sup>th</sup>, 2015 - Retirement Luncheon for Patricia Keatts "Town Bldg"
- ◇ January 18<sup>th</sup>, 2015 - Open Door "230 South Main Street"
- ◇ January 19<sup>th</sup>, 2015 - Dr. Martin Luther King, Jr "Breakfast" @ Pigg River Community Center
- ◇ January 21<sup>st</sup>, 2015 - Open Door "Rocky Mount Public Works"
- ◇ January 21<sup>st</sup>, 2015 - Open Door "230 Franklin Street"
- ◇ January 22<sup>nd</sup>, 2015 - Open Door "BFMS"
- ◇ January 22<sup>nd</sup>, 2015 - Open Door "Lee M. Waid"
- ◇ January 22<sup>nd</sup>, 2015 - Open Door "FCHS"
- ◇ January 22<sup>nd</sup>, 2015 - Open Door "Rocky Mount Public Works"
- ◇ January 23<sup>rd</sup>, 2015 - Investiture for The Honorable Clyde H. Perdue, Jr.
- ◇ January 24<sup>th</sup>, 2015 - Open Door "BFMS"
- ◇ January 25<sup>th</sup>, 2015 - Open Door "Franklin Welding"
- ◇ January 28<sup>th</sup>, 2015 - Ribbon Cutting for Jimmy Russell "State Farm Office"

## CRIMINAL ARRESTS & LOCATIONS:

Possession of Marijuana	North Main Street (x 2)
Possession of Marijuana	Windy Lane (x 2)
Possession of Marijuana	Orchard Avenue
Possession of Marijuana	Franklin Street
Possession of Schedule II Drug	Orchard Avenue
Possession of Schedule III Drug	East Street
Possession of Schedule IV Drug	Tanyard Road
Possession of Drug Paraphernalia	Orchard Avenue
Driving Under the Influence – 2 <sup>nd</sup> Offense	Tanyard Road
Driving Under the Influence	Franklin Street
Driving Under the Influence	Market Place Drive
Driving Under the Influence	Allman Drive
Refusal of Blood/Breath Test – 2 <sup>nd</sup> Offense	Tanyard Road
Drunk In Public	Pendleton Street (x 3)
Drunk In Public	Green Meadow Lane
Drunk In Public	North Main Street
Drunk In Public	East Street
Drunk In Public	Tanyard Road
Abduction	Jubals Pass (x 2)
Brandishing a Firearm	Jubals Pass (x 2)
Possession of a Firearm by a Convicted Felon	Jubals Pass
Use of a Firearm in Commission of a Felony	Jubals Pass
Domestic Assault	Oak Street (x 2)
Domestic Assault	Windy Lane

Simple Assault	Tanyard Road
Shoplifting	Old Franklin Turnpike (x 6)
Shoplifting	Tanyard Road
Grand Larceny	Mary Coger Lane
Unauthorized Use of a Motor Vehicle	Old Franklin Turnpike
Disorderly Conduct	Tanyard Road (x 2)
Disorderly Conduct	Windy Lane (x 2)
Disorderly Conduct	Windy Lane (x 2)
Failure to Return Rental Property	Old Franklin Turnpike (x 4)
Destruction of Property	Windy Lane
Driving Habitual – 2 <sup>nd</sup> Offense	Tanyard Road
Driving Revoked	Summit Drive
Emergency Custody Order	Woodlawn Drive
Emergency Custody Order	Floyd Avenue

## SPEEDING TICKETS ISSUED

Pell Avenue (x 14)

Tanyard Road (x 8)

North Main Street (x 6)

Bernard Road (x 4)

Old Franklin Turnpike (x 4)

State Street (x 3)

South Main Street (x 3)

School Board Road (x 3)

Donald Avenue (x 2)

Grassy Hill Road (x 2)

Scuffling Hill Road (x 2)

Green Meadow Lane (x 2)

Hatcher Street

## MONTHLY STAFF REPORT

<b>DATE:</b>	February 4, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Cecil R. Mason, Public Works Director
<b>DEPARTMENT:</b>	Public Works Department
<b>MONTH:</b>	January 2015

1. Read meters (3 days)
2. Repaired 2" water leak in Clay Brook
3. Repaired 8" water line, 220 South
4. Repaired 8" water line, Trail Drive
5. Repaired 6" water line, Pell Avenue
6. Repaired 6" and 2" pressure reducing valves, Green Meadow
7. Replaced three 5/8" water meters
8. Installed one 5/8" water meter
9. Dug grave for Mrs. Beale (Flora)
10. Repaired 4" sewer, Buckner Street
11. Repaired 4" sewer, Green Meadow
12. Repaired 4" sewer, Circle View Street
13. Checking sewer lines and easements
14. Removed Christmas decorations
15. Clean-up (3 days)
16. Finished leaves
17. Swept streets (15<sup>th</sup> and 16<sup>th</sup>)

**MONTHLY STAFF REPORT**

<b>DATE:</b>	February 2, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Tim Burton
<b>DEPARTMENT:</b>	WWTP
<b>MONTH:</b>	January 2015

Average Daily Flow	0.691 MGD
TSS Reduction	99 %
BOD Reduction	99 %
Leachate (F.C. Landfill)	216,910 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	71.58 Tons
Rain Total      2.06 inches	Snow Total      3.0 inches

Request: None

Respectfully Submitted,

Timothy Burton

## MONTHLY STAFF REPORT

<b>DATE:</b>	February 2, 2015
<b>TO:</b>	Rocky Mount Town Council
<b>FROM:</b>	Bob Deitrich, Water Plant Superintendent
<b>DEPARTMENT:</b>	<b>Water</b>
<b>MONTH:</b>	January 2015

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

For January, the actual water production time (filtering of water) for the entire month averaged 9.5 hours per day which yielded approximately 680,000 gallons of water per day.

Total Raw Water Pumped:	22.15 million gallons
Total Drinking Water Produced:	21.13 million gallons
Average Daily Production:	680,000 gallons per day
Ave Percent of Production Capacity:	34%
Flushing of Hydrants/Tanks/ FD Use:	210,000
Plant Process Water:	653,000 gallons (finished water used by the plant)
Bulk Water Sold @ WTP:	None

### **Testing:**

- All routine monthly water samples were within normal parameters.

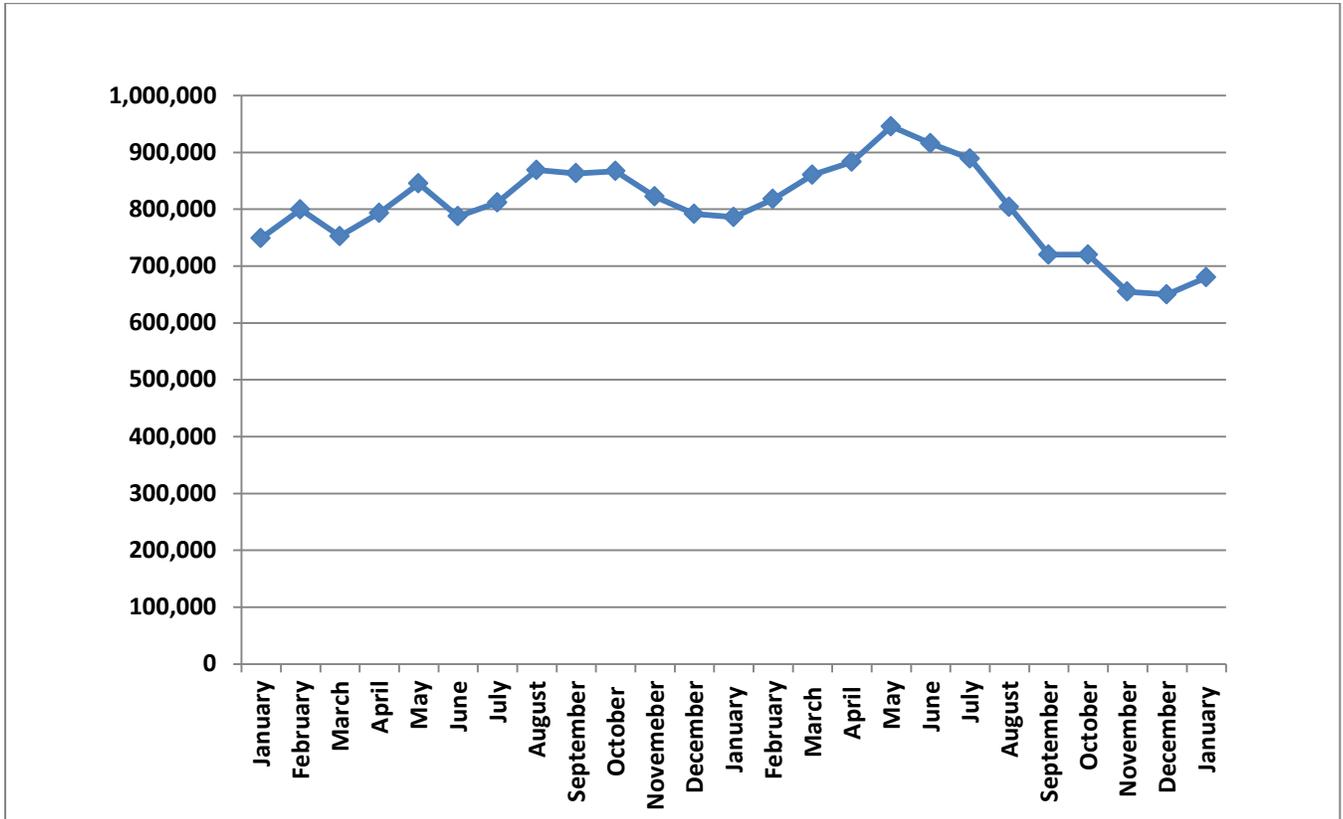
### **Activities / Maintenance / Improvements**

- The Pendleton Street water tanks have been removed. Once all the debris is cleared away, work will begin on the valve vault. The project is slightly ahead of schedule.
- Our boiler is being serviced in an effort to make it more efficient.
- Our department checked fire hydrants around Tank Hill to assure good fire flow with the tanks removed. Adequate flow is available.
- Staff checked hydrants for the FD prior to the controlled burn on Old Franklin Turnpike.

### **Upcoming:**

- Chlorine Bleach Project – RFP will be advertised in February. We hope to officially accept a contractor by the March council meeting.
- Staff has retrofitted about half of the interior lights in the plant with energy efficient bulbs and ballasts. We have ordered more fixtures for the basement and will work on those in the coming weeks.

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



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 9, 2015
----------------------------	------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p><u>Meeting Opening Prayer :</u>                  Council Member Moyer has asked Town Council to consider opening their meetings with a prayer. Your Town Attorney and Town Manager have consulted with the Virginia Municipal League (VML) and other local government attorneys in order to assist Council in establishing, if they so choose, a legal meeting prayer policy.</p> <p>The attached “Legislative Prayer” guidance document from the Virginia Municipal League summarizes the opportunities and pitfalls associated with establishing an opening meeting prayer. The core challenge is the establishment clause in the first amendment of the United States Constitution that guides all levels of government not to make any law regarding the establishment of a religion. VML offers the following guidelines regarding meeting prayers in local governments in Virginia:</p> <ul style="list-style-type: none"> <li>- The prayer should be given by a person other than a member of the governing body.</li> <li>- Individuals wishing to deliver a prayer should have an opportunity to sign up to do so, thereby allowing all faiths the chance to participate.</li> <li>- The prayer should be given to the governing body and not those in attendance and participation by those attending the meeting should not be sought.</li> </ul> <p>With these guidelines in mind, the attached draft policy is submitted.</p>
ACTION NEEDED:	Approval/denial of draft resolution as submitted.

Attachment(s): Yes

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

THE PRACTICE OF LEGISLATIVE PRAYER has been present throughout our nation's history. The Supreme Court has repeatedly upheld the right of government bodies to have prayers during their legislative meetings.<sup>1</sup> While the practice is clearly religious, it also "lends gravity to public business, reminds lawmakers to transcend petty differences in pursuit of a higher purpose, and expresses a common aspiration to a just and peaceful society."<sup>2</sup> The United States Supreme Court recently provided additional direction on how a governing body may open its meeting with an invocation without proselytizing or disparaging any faith or belief in violation of the Establishment Clause of the First Amendment.<sup>3</sup> While this recent decision has clarified particular parts of the legislative prayer debate, there are still ambiguities that local governments should be aware of.

## Town of Greece

In *Town of Greece v. Galloway*, the Court upheld a local government legislative prayer practice that allowed sectarian prayers.<sup>4</sup> The Court reasoned that it is not the job of courts or local governments to censor religious speech. Those who deliver legislative prayers are allowed to make references to a particular religion or religious figures.<sup>5</sup> However, the prayer practice is still limited by the *Marsh* prohibition on proselytizing or disparaging any faith or belief.<sup>6</sup> Local governments should not censor or review legislative prayers nor should they allow the overall prayer practice to either denigrate or proselytize.

Local governments do not need to look past their borders in order to gather a varied group of prayer-givers. That being said, the locality must welcome prayers from all members of the community that wish to deliver a prayer regardless of their religious affiliation. Local governments need not be concerned if the majority of their invocations represent a particular religion as long as the locality follows a policy of non-discrimination.<sup>7</sup> Localities

should create a written policy governing their legislative prayer policy. This policy should mention that the prayer opportunity is open to speakers of all religious backgrounds and that prayers are not permitted to proselytize or disparage any faiths or beliefs.

Governments may not coerce anyone to engage in the prayer practice. The lawmakers are meant to be principal audience for these prayers and members of the public must be allowed to choose to participate in them or not, without pressure or embarrassment. However, what qualifies as coercion is not clearly set out. The court noted that "[t]he analysis would be different if town board members directed the public to participate in the prayers, singled out dissidents for opprobrium, or indicated that their decisions might be influenced by a person's acquiescence in the prayer opportunity."<sup>8</sup>

Here are a few examples of best practices that would ensure the localities is not engaged in coercion. Not all of these suggestions must be followed but they may help in developing a legislative prayer policy. Have the speaker face the city or town council and speak at the opening, more ceremonial portion of the meeting before any business is taken up. This will help to make it clear that the purpose of the prayer is to create a solemn atmosphere. The public must not be required to participate in any way. If possible, the governing body should allow a moment for the public and members of the council to leave and then return if they don't feel comfortable engaging in the invocation.

## Council members delivering prayers

The Supreme Court, in *Town of Greece v. Galloway*, did not directly address the constitutionality of invocations delivered by members of the city or town council as opposed to members of the public because the public, not the council members delivered the prayers. Prior to the *Galloway* decision, the Western District of Virginia ruled on the facts in one case that this practice can be a violation of the Establishment Clause. That case, *Hudson v. Pittsylvania County*, is pending before the Fourth Circuit Court of Appeals. As of the date of this publication, there has been no decision in *Hudson*.

1 See *Marsh v. Chambers*, 463 U.S. 783 (1983); *Town of Greece v. Galloway*, 134 S.Ct. 1811 (2014), *Lynch v. Donnelly*, 465 U.S. 668 (1984).

2 *Town of Greece v. Galloway*, 134 S.Ct. 1811, 1811 (2014).

3 *Id.*

4 *Id.* at 1813-14.

5 *Id.*

6 *Id.* at 1814.

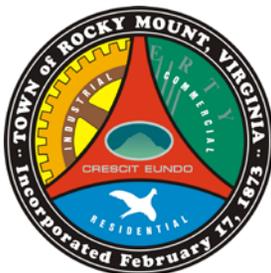
7 *Id.* at 1824.

8 *Id.* at 1825-26.

While the Fourth Circuit considers *Hudson*, public bodies who open their meetings with invocations delivered by council members must review their practice carefully in light of the *Galloway* decision. In *Galloway*, the public body took no role in determining the content of the prayers. The *Galloway* opinion held that a requirement that prayers be nonsectarian would impermissibly involve the government in religious matters. When council members deliver the prayers, that goes beyond regulating the prayers and directly involves the members in determining the content of the prayers; this could easily be seen by a Court as impermissibly “involv[ing] government in religious matters.”

The Town of Greece allowed persons of all faiths to volunteer to give a prayer and the prayers were directed at the members of the council by a person facing the council. These were important facts in determining that the practice in the Town of Greece did not advance one faith or belief. Council members usually face the public, rather than their fellow members. When the Council members themselves are delivering the invocations, especially while facing the public, it gives the impression that the council is not acting with the permissible purpose of lending gravity to the proceedings and reminding the lawmakers to act in the community’s best interests. Additionally, with council member-led prayers, persons of faiths not represented on the council have no opportunity to offer an invocation. This preference for particular faiths may be deemed a violation of the Establishment Clause.

The upcoming Fourth Circuit decision should clarify this issue. In the meantime, localities should be very cautious about relying on *Galloway* to support the practice of council members delivering prayer invocations.



**RESOLUTION  
BY THE  
ROCKY MOUNT TOWN COUNCIL  
LEGISLATIVE PRAYER**

**WHEREAS**, it is Rocky Mount Town Council's intent to seek the blessing of God upon their meetings and to open their meetings in a solemn fashion in keeping with the dignity and challenges of the office; and

**WHEREAS**, the act of governing is a secular pursuit and the community of Rocky Mounty is comprised of many faiths, seeking the blessing of those faiths for the complex and difficult work of governance will aid the Rocky Mount Town Council as they strive to create the best future for the Town and its residents.

**NOW, THEREFORE, BE IT RESOLVED**, that after the Pledge of Allegiance to the United States, the Rocky Mount Town Council will receive an invocation from a volunteer community member. Individuals who wish to deliver the invocation shall register with the Town Clerk who will schedule the invocations for each meeting. Individuals who sign up to deliver the invocation shall have an opportunity to do so based on the order of sign up and if an individual cannot perform the invocation for a particular meeting, the next offeror in order will be invited to perform the invocation. The invocation given shall be addressed to the Rocky Mount Town Council. Individuals in attendance at the Council meeting may participate if they so choose, but are not required to do so. Additionally, if the invocation offered is in any way not in keeping with a Rocky Mount Town Council member's personal faith or the personal faith of a person in attendance, they may decline to participate or leave the Council Chambers during the invocation portion of the meeting.

Adopted in the Town of Rocky Mount, Virginia this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

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

ATTEST:

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

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 9, 2015
----------------------------	------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The town clerk has received several requests from Linda Stanley, Special Projects Coordinator of the Franklin County Historical Society. The first is to hold the 11<sup>th</sup> annual Moonshine Express event on Sundays, April 12<sup>th</sup> and 19<sup>th</sup>, beginning at the Rocky Mount Municipal Building. The second is for a \$600.00 sponsorship from the Town for two buses (\$300.00 per bus) to use for the event. The third request is to hold the 13<sup>th</sup> annual Ghosts &amp; More event on Saturdays, October 17<sup>th</sup> an 24<sup>th</sup>, beginning at the Rocky Mount Municipal Building. Attached is a letter from Ms. Stanley explaining her requests in further detail, along with a description of the requested sponsorship.</p> <p>The Rocky Mount Police Department has reviewed the event requests and approves them as submitted (pertaining to the use of the streets) (see attached).</p>
ACTION NEEDED:	Approval/Denial of requests, as submitted.

Attachment(s): Yes (3)

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

RESPONSE FROM P. D.



Stacey Sink <ssink@rockymountva.org>

**Re: FW: 2015 Chug for the Jug**

1 message

**Ken Criner** <kcriner@rockymountva.org>  
To: Stacey Sink <ssink@rockymountva.org>

Tue, Jan 27, 2015 at 12:06 PM

Sorry. I forwarded that to Lt. Lovern but I gave him approval after looking it over.

On Jan 27, 2015 11:36 AM, "Stacey Sink" <ssink@rockymountva.org> wrote:

Sorry Ken, but I need your approval on Linda Stanley w/Franklin County Historical Society request to hold her two events: (1) Moonshine Express on Sundays, April 12 & 19, 2015; and (2) Ghosts & More event scheduled for Saturdays, October 17 & 24, 2015.

Thanks!

- Stacey

On Tue, Jan 27, 2015 at 11:23 AM, Ken Criner <kcriner@rockymountva.org> wrote:

Yes. I got your email and it has been approved.

---

**From:** Patricia Keatts [mailto:pkeatts@rockymountva.org]  
**Sent:** Wednesday, January 21, 2015 8:45 AM  
**To:** Cramblitt, Marcia  
**Cc:** Sink, Stacey; Kenneth Criner; Lovern, Mark  
**Subject:** Re: 2015 Chug for the Jug

Marcia,

I apologize if I have not responded back to you about your upcoming Chug for the Jug.

I have sent the request to Acting Chief of Police Kenneth Criner and Lt. Mark Lovern to make sure the date and time is okay with them. If it is, it will be on the upcoming February 9, 2015 Council agenda. If not, we will be getting back in touch with you immediately.

Since Stacey Sink has now stepped into the role as Town Clerk, all communication needs to go to her attention at [ssink@rockymountva.org](mailto:ssink@rockymountva.org). I will be here at the office until January 30th and will be training her. You can copy your email to her to me.

Any questions, please let us know.



# Franklin County Historical Society

The Flora Morris House – Circa 1925

460 S. Main St. – PO Box 905, Rocky Mount, VA 24151

fchistorical@yahoo.com

Tax ID #54-1045631

Web address: [www.franklincountyhistoricalsoc.org](http://www.franklincountyhistoricalsoc.org)

President – Frank Chrzanowski  
Vice President – Billy Kingery  
Secretary – Doris Eames  
Treasurer – Henry Fulcher

Johnny Bowman – Director  
Peggie Foster – Director  
Jon Snead – Director  
Roger Seale – Director

Richard Shoemaker – Director  
Ronnie Thompson – Director  
Carol Yopp – Director  
Immediate Past Pres. – Ben Pinckard

## This is our 47<sup>th</sup> Anniversary Year!

January 12, 2015

Mayor Steve Angle & Members of Council  
345 Donald Avenue  
Rocky Mount, VA 24151

Dear Mayor & Council members,

My personal best wishes for 2015!

We are beginning our year's programming and asking for your assistance again. This will be our 11<sup>th</sup> year of producing "Moonshine Express." I hope that we will be able to use the Municipal Building and parking lot as our headquarters as in the past. The dates are Sundays, April 12 & 19. As in past years, we will appreciate being able to get into the building each Saturday to set up - and will clean after each event.

We appreciate the past years of partnership as we bring people into town for this educational - and fun - event.

I am enclosing a flier announcing the event and sponsorship opportunity. We have been pleased to receive the town's sponsorship for two buses for the past several "Moonshine Express" events. The sponsorship amount remains \$300 per bus. We request your consideration of sponsoring two buses again in April.

We also would like to use the Municipal Building and grounds for "Ghosts & More" which is scheduled on Saturdays, Oct. 17 & 24. This event is in its 13<sup>th</sup> year. For that one, we would like to get into the building each Friday evening to set up, and will clean each Sunday as in the past.

We continue to find these character events to be good vehicles for bringing people into town to stay over for the events themselves and also to visit again. Some of our actors come for each event and stay in local hotels two to three nights for each. Each year, we are surprised to see many of the same people come - especially those from out of the area and state. Thanks to good publicity, the 2014 character events saw passengers from seven states (and Canada) for "Moonshine Express" and eight states for "Ghosts & More."

Thank you for your consideration. Please let me know if you have questions or need more information.

Sincerely,

Linda Stanley, Special Projects Coordinator

# Moonshine Express

Get on Board with a bus sponsorship!

Event dates: Sundays, April 12 & 19, 2015

\*\*\*Tickets \$14 each - please join us and bring your friends!\*\*\*

*The sooner you sign on, the more publicity you get!*

*Our 11th year!*

**\$300 sponsors an entire bus! Your business (or your name) mentioned in all publicity - a full page in the souvenir tour booklet (*given to all cast members, sold to tour participants and others for years afterwards*). Guide gives specific information about your business on tour date. Free souvenir tour booklet delivered to you with our sincere appreciation!**

**\$100 shares a bus with two others. Your business (or your name) mentioned in all publicity - a third of a page in the souvenir tour booklet. Guide lists your name among sponsors on tour date. Free souvenir booklet delivered to you with our sincere appreciation!**

**\$50 sponsorship. Listing with other "also a sponsor" mentions in print publicity and the souvenir tour booklet. Our sincere appreciation for your support!**

**Under \$50 support. Listed in "Co-conspirator thank-yous" in souvenir tour booklet and our sincere appreciation for your help!**

Donations of any amount solicited and appreciated! Send information about your business with sponsor donation to:

Franklin County Historical Society, PO Box 905, Rocky Mount, VA 24151

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Thank you for assisting with this educational (*and fun*) event.

We aim to prove that "History is Fun!"

For additional information, call (540) 483-1890 or use electronic address [fchistorical@yahoo.com](mailto:fchistorical@yahoo.com)

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 9, 2015
----------------------------	------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The town clerk has received a request from Marcia Cramblitt, Recreation Programs Manager with Franklin County Parks and Recreation to hold its annual Chug for the Jug 5K, Kids Fun Run, and Carilion Health Walk on Saturday, April 18, 2015 at the Rocky Mount Farmers' Market. Attached is Mrs. Cramblitt's letter outlining the request in further detail.</p> <p>The Rocky Mount Police Department has reviewed this request and approves as submitted (attached).</p>
ACTION NEEDED:	Approval/Denial of request, as submitted.

Attachment(s): Yes (2)

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

- POLICE DEPT. RESPONSE -

From: **Patricia Keatts** pkeatts@rockymountva.org  
Subject: Re: Request of Franklin County Parks & Rec Regarding Chug for the Jug  
Date: January 21, 2015 at 9:04 AM  
To: Kenneth Criner kcriner@rockymountva.org



Thanks!

On Jan 21, 2015, at 9:01 AM, Ken Criner <kcriner@rockymountva.org> wrote:

The event was reviewed and it will be fine. It appears to be just like last year and I will have Officers there to work the event. The contact person will be Lt. Lovern in the event anything changes.

Thanks, Ken

---

**From:** Patricia Keatts [mailto:pkeatts@rockymountva.org]  
**Sent:** Wednesday, January 21, 2015 8:40 AM  
**To:** Kenneth Criner; Lovern, Mark  
**Cc:** Sink, Stacey; Regina Stanley  
**Subject:** Request of Franklin County Parks & Rec Regarding Chug for the Jug

Please see the attachment and let Stacey know via email ([ssink@rockymountva.org](mailto:ssink@rockymountva.org)) and copy to me that the P.D. has no problem with this event's date and time.

Need to know by end of this week.

Many thanks!

Begin forwarded message:

**From:** [scanner@rockymountva.org](mailto:scanner@rockymountva.org)  
**Subject:** Attached Image  
**Date:** January 21, 2015 at 9:32:58 AM EST  
**To:** "Pat Keatts" <pkeatts@rockymountva.org>

Patricia Keatts, MMC  
Town Manager's Office  
Town of Rocky Mount  
345 Donald Avenue  
Rocky Mount, Virginia 24151  
(540) 483-7660



FRANKLIN COUNTY  
PARKS & RECREATION  
540-483-9293

[www.franklincountyva.gov/parks](http://www.franklincountyva.gov/parks)

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

January 14, 2015

This letter is a request for use of roadways for the 2015 Chug for the Jug 5K, Kids Fun Run and Carilion Health Walk that is scheduled for **Saturday, April 18, 2015** at **8:00am** at the Rocky Mount Farmer's Market. I have contacted Dorothy Cundiff, at Retail Merchants, and secured use of the Farmer's Market from 6:00am-Noon.

The Kids Race begins at **7:30am** at the Farmer's Market and proceeds up to Arrington Flowers and back to Farmer's Market. The adult race/walk begins at **8:00am** at the Farmer's Market and ends at the Farmer's Market. The course is the same that was used last year. I have been in contact with Mark Lovern with the Rocky Mount Police Department and he and his officers are willing to provide assistance for us on race day.

Last year there were **43** youth in the Kids Fun Run, **77** walkers in the Health Walk and **138** runners in the 5k Race. A total of **258** participants enjoyed this event that was sponsored by Carilion Franklin Memorial Hospital, the Town of Rocky Mount, Haywood's Jewelers, and Franklin Community Bank.

Thank you for your consideration and support.

Marcia Cramblitt  
*Marcia Cramblitt*

Recreation Programs Manager

Cc: Mark Lovern, Rocky Mount Police Department



ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	2/9/2015
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STAFF MAKING REQUEST:	Community Development Public Works Water Fire
BRIEF SUMMARY OF REQUEST:	<p>In the early fall, the Water Department determined that the hydrant flow on the six-inch water line serving Lee Waid Elementary School did not meet standards for water supply in case of a fire. Staff bagged the hydrants and notified the school division that the fire department can fight fires there but would need additional supply from other sources to make a successful attack.</p> <p>Your Public Works, Water and Community Development directors have been working to determine whether constructing an eight-inch line replacement connected to the main at Mary Coger Lane would be sufficient to raise fire flow to higher than minimum standards.</p> <p>After appropriate review, we believe the correct action is to replace the existing six-inch line with an eight-inch main using the same trench, removing the existing line and replacing it as we go. The shallow soil and solid rock in that area make that the most prudent, cost-effective action. In order to replace the section, Mr. Mason will need to enact this fix after school adjourns in late May, as work is likely to take three weeks or more, particularly if the original trench was not made wide enough throughout.</p> <p>Mr. Mason has a materials cost estimate just under \$30,000. We recommend moving those funds from contingency, and your Finance Director has prepared the appropriation resolution. Labor costs will come from the utility fund budget.</p>
ACTION NEEDED:	Approval/denial of appropriation resolution as presented.

Attachment(s): Appropriation Resolution.

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



**TOWN OF ROCKY MOUNT  
SUPPLEMENTAL APPROPRIATION RESOLUTION  
ROCKY MOUNT TOWN COUNCIL  
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

**WHEREAS**, the Town Council of Rocky Mount approved a budget for the fiscal year beginning July 1, 2014 through June 30, 2015, hereafter known as FY 2015; and

**WHEREAS**, the water line at the Lee M. Waid Elementary School does not have sufficient fire flow and is need of replacement;

**NOW, THEREFORE BE IT RESOLVED** that the Town Council of the Town of Rocky Mount does hereby appropriate the following supplemental adjustment for FY 2015:

Account 05.5005.0000.0000.7010. (distribution lines capital)	\$30,000
Account 05.6900.0000.0000.9959 (utility capital contingency)	\$30,000

Given under my hand this 9<sup>th</sup> day of February 2015.

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

ATTEST:

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

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 9, 2015
----------------------------	------------------

STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	Enclosed is a draft "Resolution by the Rocky Mount Town Council Acceptance of Penny Lane."  This is at the request of Town staff.
ACTION NEEDED:	Approval/denial of draft resolution as presented.

Attachment(s): Yes (1)

FOLLOW-UP ACTION: (To be completed by Town Clerk)
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**RESOLUTION  
BY THE  
ROCKY MOUNT TOWN COUNCIL  
ACCEPTANCE OF PENNY LANE**

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

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

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

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

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

**WHEREAS**, 0.36 lane miles of Penny Lane with 30 feet wide pavement from the intersection of Penny Lane with Summit Drive to the end of the cul-de-sac on Penny Lane, with the street to be maintained by the Town of Rocky Mount as a qualifying street, and will be the responsibility of the Town of Rocky Mount to maintain according to the standards of the Virginia Department of Transportation; and

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

Given under my hand this 9<sup>th</sup> day of February 2015.

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Steven C. Angle, Mayor

ATTEST:

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Stacey B. Sink, Town Clerk

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	2/9/2015
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STAFF MAKING REQUEST:	Community Development on behalf of Franklin County Public Safety
BRIEF SUMMARY OF REQUEST:	<p>Capt. Billy Ferguson with Franklin County Public Safety has asked for the ability to narrow lanes on State Street for four days in May. This would facilitate a four-day technical rescue competition with participants from all over Virginia. The vehicles used are fire and rescue trucks and may protrude into the southbound travel lane while the skills test goes on at Ferguson Land &amp; Lumber. If that is the case, Capt. Ferguson has asked for the ability to put down cones to separate the vehicles from the travel lane.</p> <p>If you do not permit the temporary narrowing of the street, Capt. Ferguson may be able to work out using the CavCo/Fleetwood parking lot as an alternative.</p>
ACTION NEEDED:	Consideration permitting the temporary narrowing of the State Street.

Attachment(s): None.

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 9, 2015
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STAFF MAKING REQUEST:	Ken Criner, Acting Chief of Police
BRIEF SUMMARY OF REQUEST:	<p>Acting Chief Criner has requested authorization to trade the Ford Excursion in for a smaller vehicle more suited for his administrative duties. The diesel engine in the Excursion has been problematic and continues to be so. The book value for the 2005 Ford Excursion is \$12,808.00. The police department has been offered \$17,000.00 in trade toward a smaller SUV with low mileage.</p> <p>Action Requested: Declare the 2005 Ford Expedition surplus and eligible for trade in.</p>
ACTION NEEDED:	Declare the 2005 Ford Expedition surplus and eligible for trade in.

Attachment(s): No

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 9, 2015
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STAFF MAKING REQUEST:	Tim Burton, Waste Water Treatment Plant Superintendent
BRIEF SUMMARY OF REQUEST:	<p>The Waste Water Treatment Plant has a line item in its capital budget for a new Polymer Blending System. Mr. Burton has determined that such a system will not improve the plant's efficiency to justify the cost (\$10,000).</p> <p>However, he advises that the lighting fixtures in the headworks building have suffered from exposure to moisture with 50% of them being in need of replacement, and that the remaining require frequent bulb replacements. He has obtained the attached quote to replace the lights with long lasting corrosion resistant LEDs. He requests Council authorize him to use the funds allocated for the Polymer Blending System to replace the lights as quoted.</p>
ACTION NEEDED:	Approval/denial of request.

Attachment(s): Yes (1)

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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# Jamison Electric Inc.

1345 Algoma Road  
Callaway, VA 24067  
Phone: 540/483-1940 | Fax: 540/489-3260  
Email: Greg@Jamisonelectricinc.com  
[JamisonElectricinc.com](http://JamisonElectricinc.com)  
PSS ID# 11-2798

Date: February 5, 2015  
Quotation Valid until: March 5, 2015

**Pricing Review For:**  
**Rocky Mount Wastewater Treatment Plant**  
**Attn: Tim Burton**

**Pricing Includes:**

- **Providing and installing (11) LSI EGW4SLEDHOCWUE fixtures in treatment building. (9) fixtures in screen/ compactor room and (2) fixtures in pump room.**
- **We will use existing lighting circuits, wiring, and conduit where useable.**
- **We will extend new conduit and wiring to complete the lighting system.**
- **We will remove and dispose of old fixtures, conduit, and wiring that will not be reused.**
- **There will be less new fixtures installed than existing, so fixtures will be installed in locations that were discussed during the site visit on Feb. 2 with Tim Burton.**

**Price: \$6330.00**

This price is excluding the following:

- Utility Fees and Costs (no utility fees are anticipated)
- Painting and Patching (no painting and patching is anticipated)
- Landfill and Dumpster Fees (no landfill and dumpster fees anticipated)

If you agree to the above price, please sign below and email or fax back and we will proceed with work.

If you would like any changes made, please let me know.

Work approved by: \_\_\_\_\_

Thank you for the opportunity!  
Quote prepared by Greg Hodges  
for Jamison Electric, Inc.

05.0060.7004

ITEM(S) TO BE CONSIDERED UNDER:

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

FOR COUNCIL MEETING DATED:	February 9, 2015
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STAFF MAKING REQUEST:	C. James Ervin, Town Manager
BRIEF SUMMARY OF REQUEST:	<p>The Finance and Human Services Committee met on January 20, 2015 to consider the options related to the Town being made whole on credit card transactions while at the same time not over-collecting. § 2.2-614.1 (copy attached) grants the Town the authority to collect a service charge, but states that such a charge should not exceed the Town's cost.</p> <p>The Town's credit card processing company "Heartland Payment Systems" estimates that on average the cost of a credit card transaction will be equal to 2.5% of the transaction.</p> <p>The Committee directed staff to switch from a \$2.50 transaction fee to a 2.5% transaction fee and to report back to the Committee after a full month of statements are available for review.</p> <p>Given that the Town's Financial Software cannot add a percentage fee automatically, your Finance Director has prepared a chart to guide your customer service agents in adding a fee based on purchase amounts in increments of ten dollars (attached).</p>
ACTION NEEDED:	No action needed at this time.

Attachment(s): Yes (2)

<p>FOLLOW-UP ACTION: (To be completed by Town Clerk)</p>
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**2.2-614.1. Authority to accept revenue by commercially acceptable means; service charge; bad check charge.**

A. Subject to [19.2-353.3](#), any public body that is responsible for revenue collection, including, but not limited to, taxes, interest, penalties, fees, fines or other charges, may accept payment of any amount due by any commercially acceptable means, including, but not limited to, checks, credit cards, debit cards, and electronic funds transfers.

B. The public body may add to any amount due a sum, not to exceed the amount charged to that public body for acceptance of any payment by a means that incurs a charge to that public body or the amount negotiated and agreed to in a contract with that public body, whichever is less. Any state agency imposing such additional charges shall waive them when the use of these means of payment reduces processing costs and losses due to bad checks or other receivable costs by an amount equal to or greater than the amount of such additional charges.

C. If any check or other means of payment tendered to a public body in the course of its duties is not paid by the financial institution on which it is drawn, because of insufficient funds in the account of the drawer, no account is in the name of the drawer, or the account of the drawer is closed, and the check or other means of payment is returned to the public body unpaid, the amount thereof shall be charged to the person on whose account it was received, and his liability and that of his sureties, shall be as if he had never offered any such payment. A penalty of \$35 or the amount of any costs, whichever is greater, shall be added to such amount. This penalty shall be in addition to any other penalty provided by law, except the penalty imposed by [58.1-12](#) shall not apply.

CREDIT CARD CHARGE 2.5%			CREDIT CARD CHARGE 2.5%		
TRANSACTION AMOUNT			TRANSACTION AMOUNT		
FROM	TO	2.5% =	FROM	TO	2.5% =
0	10	\$ 0.25	301	310	\$ 7.75
11	20	\$ 0.50	311	320	\$ 8.00
21	30	\$ 0.75	321	330	\$ 8.25
31	40	\$ 1.00	331	340	\$ 8.50
41	50	\$ 1.25	341	350	\$ 8.75
51	60	\$ 1.50	351	360	\$ 9.00
61	70	\$ 1.75	361	370	\$ 9.25
71	80	\$ 2.00	371	380	\$ 9.50
81	90	\$ 2.25	381	390	\$ 9.75
91	100	\$ 2.50	391	400	\$ 10.00
101	110	\$ 2.75	401	410	\$ 10.25
111	120	\$ 3.00	411	420	\$ 10.50
121	130	\$ 3.25	421	430	\$ 10.75
131	140	\$ 3.50	431	440	\$ 11.00
141	150	\$ 3.75	441	450	\$ 11.25
151	160	\$ 4.00	451	460	\$ 11.50
161	170	\$ 4.25	461	470	\$ 11.75
171	180	\$ 4.50	471	480	\$ 12.00
181	190	\$ 4.75	481	490	\$ 12.25
191	200	\$ 5.00	491	500	\$ 12.50
201	210	\$ 5.25	500	510	\$ 12.75
211	220	\$ 5.50	511	520	\$ 13.00
221	230	\$ 5.75	521	530	\$ 13.25
231	240	\$ 6.00	531	540	\$ 13.50
241	250	\$ 6.25	541	550	\$ 13.75
251	260	\$ 6.50	551	560	\$ 14.00
261	270	\$ 6.75	561	570	\$ 14.25
271	280	\$ 7.00	571	580	\$ 14.50
281	290	\$ 7.25	581	590	\$ 14.75
291	300	\$ 7.50	591	600	\$ 15.00