

**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES
APRIL 13, 2015**

The April 13, 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
- Robert L. Moyer
- Jon W. Snead
- Billie W. Stockton

The following staff members were present:

- John Boitnott Town Attorney
- Tim Burton, Waste Water Treatment Plant Superintendent
- Bob Deitrich, Water Treatment Plant Superintendent
- C. James, Ervin, Town Manager
- Josh Gibson, Town Planner
- Matthew C. Hankins, Assistant Town Manager
- Cecil Mason, Public Works Director
- Charles Robertson, Fire Chief
- Stacey B. Sink, Town Clerk
- Linda Woody, Finance Director

The meeting was called to order by Mayor Angle.

PLEDGE OF ALLEGIANCE

Mayor Angle led in the *Pledge of Allegiance*.

APPROVAL OF AGENDA

Mayor Angle asked if there were any corrections or additions for the meeting agenda, and hearing none, entertained a motion.

Motion: To approve the agenda as presented
Motion By: Vice Mayor Walker
Second: Council Member Snead
Motion Discussion: None
Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker
Nays: None
Action: The April 13, 2015 agenda was approved as presented

SPECIAL ITEMS

Let the record show there were no special items for discussion at this time.

PUBLIC HEARINGS

Let the record show that no public hearings were scheduled for this time.

APPROVAL OF MINUTES

Prior to the meeting, Council received for review and consideration of approval the following draft minutes: **March 9, 2015 Regular Meeting Minutes**

Mayor Angle asked if there were any additions or corrections to the presented draft minutes.

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

Motion: To approve the minutes as presented
Motion By: Council Member Love
Second: Council Member Stockton
Motion Discussion: None
Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker
Nays: None
Action: The March 9, 2015 regular meeting minutes were approved by a unanimous vote

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:

Departmental Monthly Reports: Community Development Department, Finance Department, Fire Department, Police Department, Public Works Department, Waste Water Department, Water Department

There being no discussion, Mayor Angle entertained a motion.

Motion: To approve the consent agenda as presented
Motion By: Council Member Stockton
Second: Vice Mayor Walker
Motion Discussion: None
Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker
Nays: None
Action: The consent agenda was approved by a unanimous vote

HEARING OF CITIZENS

Let the record show that no citizens came forward prior to the meeting asking to speak before Council. Mayor Angle opened the floor to any citizen wishing to speak. Let the record show that no citizen came forward.

OLD BUSINESS

Let the record show there was no old business to discuss at this time.

NEW BUSINESS

New Business Item No. 1: Review and consideration of approval of request of Eric Miller with Christian Heritage Academy to hold annual Heritage Classic 5K road race

Staff report by Town Manager Ervin: Mr. Eric Miller, representative of Christian Heritage Academy, requests permission to hold the Academy's annual Heritage Classic 5K road race on Glenwood Drive and Scuffling Hill Road on Memorial Day (May 25th). The race will begin at 8:45 a.m. and will not last more than one hour. The race course and safety precautions are specified in Mr. Miller's letter, which was provided in the meeting packet.

Lieutenant Allan Arrington with the Rocky Mount Police Department has reviewed this request and has no issues with holding the event as outlined in Mr. Miller's letter.

General Discussion:

- Mayor Angle confirmed that the requested route is the same route that has been used in previous years.

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

Motion: To approve the request as presented

Motion By: Council Member Moyer

Second: Vice Mayor Walker

Motion Discussion: None

Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker

Nays: None

Action: Request to hold the Heritage Classic 5K was approved as presented by a unanimous vote

New Business Item No. 2: Review and consideration of request of Waste Water Treatment Plant to hire an intern for 2015

Staff report by Town Manager Ervin: The Rocky Mount WWTP requests approval to make available a 2015 intern position for a student participating in the Ferrum College Environmental Studies program. Council authorized such an intern in 2012 - 2014 and stated that any future extension of the intern program would need further consideration by Council.

The funds for this position have already been placed in the current budget. The total cost of a Ferrum College intern is less than \$5,000 annually. Last year's intern worked a total of 400 hours (the minimum requirement to receive credit for the internship) during the summer for the Town.

The Town reaped many benefits from participating in the program. A major benefit of having an intern is providing coverage during vacations, sick leave and during periods of heavy workload for the wastewater and water treatment plants, if needed. While an intern receives valuable hands-on training during the internship, the program also helps the Town's full-time staff to stay up-to-date and sharp on their skills. Additionally, an intern would allow the waste water staff to do more inflow/infiltration and video work on the Town's sewer lines.

General Discussion:

- Mayor Angle confirmed that this is for the summer and questioned if past interns have been helpful.
- The waste water treatment plant superintendent advised that last year's intern was a blessing, and noted that he only hires an intern if he finds a good match.

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

Motion: To approve the request as presented
Motion By: Council Member Cundiff
Second: Council Member Snead
Motion Discussion: None
Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker
Nays: None
Action: Request approved as presented by a unanimous vote

New Business Item No. 3: Review and consideration of approval of memorandum of understanding with Thompson & Litton and supplemental appropriation resolution for general engineering services regarding water pressure issues in the area of Maple Avenue

Staff report by Town Manager Ervin: Residents near the apex of Maple have approached the town manager over the past eight years complaining of low water pressure. He has reviewed the fire hydrant test reports for the area and concluded that the elevation of the area reduces the pressure to around 25 pounds per square inch. Though there is sufficient flow, there is very low pressure and the hydrant nearest the top of Maple has diminished fire-fighting capability because of the pressure issue.

He asked the Town's water system consulting engineers to review their existing water model for the Town and to recommend solutions to the low pressure so that the Town can consider those in its capital planning. They have submitted the attached estimate to do the work, and he asks that Council appropriate these funds out of contingency so that staff can initiate the work this year.

General Discussion:

- Mayor Angle confirmed that the money is already available in the contingency fund.
- Vice Mayor Walker questioned if this has been a problem for eight years with the town manager confirming it has and noting that the number of complaints have ratcheted up recently.
- Council Member Love noted that the resident who contacted her about this issue has new pipes and minimal pressure.
- Town Manager Ervin advised there is 530 gallons per minute out of a 6" line, but smaller lines will have less pressure.
- Water Treatment Plant Superintendent Deitrich noted that some of the homes are higher than the hydrants that are tested. Therefore, the homes can have less pressure, maybe 12 pounds per square inch.

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

Motion: To approve the Memorandum of Understanding with Thompson and Litton and the Supplemental Appropriation Resolution as presented.
Motion By: Vice Mayor Walker
Second: Council Member Love

Motion Discussion: None**Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker****Nays: None****Action: The Memorandum of Understanding with Thompson and Litton and the Supplemental Appropriation Resolution were approved, as presented, by a unanimous vote.*****New Business Item No. 4: Review and consideration of approval of funding request of Community Partnership for Revitalization for "Old Court Days" tourism event***

Staff report by Assistant Town Manager Hankins: The Community Partnership for Revitalization is requesting \$1,600.00 in funding to help cover advertising expenses for its "Old Court Days" event scheduled for June 13, 2015. This event is part of a larger program called the "Mountains of Music Program" sponsored by the Crooked Road Organization. Assistant Town Manager Hankins gave an overview of the Mountains of Music initiative. Next, he invited one of the Court Days event organizers, Carolyn Johnson with the Community Partnership for Revitalization, to the podium to speak about the event.

Mrs. Johnson noted that her group has been planning this event since January of this year. Because Rocky Mount is the beginning of the Crooked Road, they wanted to be involved in the Mountains of Music festivities. They had to apply to participate. She has sent Council a packet of the events they have planned. People are aware that they are recreating Court Days with music on the streets and vendors. At 10:00 a.m. there will be music at the Courthouse. The Franklin County Historical Society is involved, Rex Stephenson is doing a play, and the Police Department is on board with monitoring. She is requesting \$1,600 in funding to help pay for advertising. Additionally, she asked to use County buses for tours, but her request was denied. The event starts at 8:00 a.m. and ends at 5:00 p.m. CPR hopes to make this an annual event. All the other towns have done this before. CPR is new at it.

General Discussion:

- Town Manager Ervin clarified for Council that this can come from next year's budget, as CPR can ask its advertising vendor to allow for payment in July.
- Mayor Angle questioned if she asked the County to contribute, with Mrs. Johnson confirming that the County gave them \$1400.
- Barbara Chauncey, another representative of CPR, noted that they have a \$4,000 budget for the event, and the biggest piece is advertising.
- Mrs. Johnson detailed the advertising efforts, noting that the Chamber is making an advertising card with 17,000 of them being sent out as far away as Greensboro and Raleigh, NC.
- Council Member Love questioned if event organizers see this event as having the same scope as the annual Come Home to a Franklin County Christmas Event, with

Mrs. Johnson noting that she think it will be bigger because the Crooked Road is advertising this event locally, statewide, nationally and internationally.

- Council Membr Cundiff questioned if an event such as this falls under the Economic Development budget, advising that if so, it looks like it could come out of the Economic Development/Community Development budget for this fiscal year.
- Vice Mayor Walker questioned what kind of buses CPR was asking to use, with Mrs. Johnson confirming the buses for the aging at the Essex Center. She advised without the use of those buses, CPR will have to find a sponsor because the tour is already planned.

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

Motion: To approve the request for \$1,600 and to pay the funds out of the Community Development budget for FY 2015

Motion By: Council Member Love

Second: Council Member Stockton

Motion Discussion: None

Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker

Nays: None

Action: Request for funding in the amount of \$1,600 was approved by a unanimous vote

Following the vote, Mayor Angle questioned if the group would be coming back and asking for street closures. Mrs. Johnson advised she has been working with Police Chief Criner. They want to keep downtown streets open and do not want to disturb businesses. She only wants to ask for a few side street closures and will come back with a request at a later date

New Business Item No. 5: Overview of Fiscal Year 2016 budget

Staff Report by Town Manager Ervin: The Latin words on the Town seal, Crescit Eundo, literally means "it grows as it goes," which means that as the Town progresses it becomes better. Town Council and staff gets one shot every 12 months to get it right, once a year they can steer the ship in a specific direction through the budget process to make progress on Council's progressive vision and to build consensus around innovation. Tonight he wants to give a quick overview of what is different:

WHAT?: New radios, fire truck, Scuffling Hill Road improvements, Bernard Road sidewalk/stormwater project kickoff, Veterans' Park bank repair.

HOW?: 4.2% revenue growth in general fund, FEMA grant of \$480,000 (for fire truck), VDOT grant for \$450,000, bond proceeds for \$1.6 million, additional five cents on the current ten-cent cigarette tax.

STAFF?: One-step increase and 1% Cost Of Living Adjustment, two new positions, one full-time and one part-time.

HELPING OTHER FUNDS WITH TAX REVENUE: Water/Waste water operations - \$104,000; Harvester operations - \$332,000; Refuse collection - \$118,000.

TIMELINE: April 15 - first work session; April 20 - second work session; April 22 - third work session if needed; April 24 - publish notices; May 4 - public hearing; May 11 - adopt budget.

In closing the Town Manager noted that the proposed budget is not a finished document, though it is in balance, and it can be tweaked for good fiscal stewardship for Rocky Mount.

General Discussion: None

COMMITTEE REPORTS

Committee Report #1: Streets, Sidewalks, & Streetlights Committee Report from meeting held April 9, 2015

Report of Committee by Town Manager Ervin: The Streets, Sidewalks, and Streetlights committee met on Thursday, April 9, 2015 to hear the public works director's recommendation on the use of remaining street maintenance funds for the current fiscal year (approximately \$200,000). Public Works Director Mason recommended a deep milling and paving of Cromwell Drive and Oxford Circle due to the situation created by prior overpaying whereby homeowners are faced with a 1" to 2" pavement height at the edge of the gutter. The Committee agreed with the recommendation and Mr. Mason will proceed with the work, barring an objection from Town Council.

General Discussion:

- The town manager is trying to tie this in to a bid issue for bridge repair, as well as to liquidate some VDOT funds.
- Council Member Love questioned the status of the Patterson issues, with the Town Manager noting it will be brought back in next year's paving schedule.
- No action is needed from Council. Mr. Mason is moving forward if no issues are raised by Council.
- Vice Mayor Walker questioned if this will use all of outstanding VDOT revenue, with the town manager confirming that the bridge work will be used to eat up whatever is left over after the paving is completed.

Committee Report #2: Public Utilities Committee Report from meeting held April 9, 2015

Report of Committee by Town Manager Ervin: The Public Utilities Committee met on Thursday, April 9, 2015 to review recent complaints regarding loose trash being blown about due to the home occupant not using a trash can with a lid or a trash can liner

(bag). The committee recommended that staff draft new rules for refuse collection that stipulates:

- A can with lid shall be used
- The can cannot exceed 35 gallons of capacity
- Contents in the can shall be in a sealed can liner/s or bag/s
- First time failure to follow these rules will result in a door hanger indicating the issue
- Subsequent violations will result in \$10.00 per occurrence being added to the violator's trash bill
- Trash set out for collection not in compliance with these rules will still be picked up to keep the town streets clean
- Trash that blows out of a non-lidded can or that is picked out by animals is the responsibility of the home occupant to clean
- If the home occupant fails to pick up the loose debris, he/she will be issued a citation for littering and the Town will use Public Works staff to pick up the debris, charging the home owner for services in an identical fashion as our mowing and weed control services.

The objectives of these rules are to keep Town staff safe by keeping trash can weight down to a manageable level and by preventing them from having to grab bags or loose trash by hand which often exposes a hazard (glass, metal or sharp debris). These rules are also designed to keep the Town clean and foster a mutual public/private investment in being a clean and beautiful community. It is estimated that 90% of the Town's refuse collection customers already follow these basic rules.

Assistant Town Manager Hankins noted that the Town receives a litter grant each year from the state, and some of the costs for implementing the new rules can be paid for with grant funds.

General Discussion:

- Mayor Angle questioned how the new rules will be distributed, with the town manager confirming that the notices can be included in the water bill or direct mailed to water customers. There are many good design and printing options available for a brochure.
- Council Member Cundiff recognized that the Town's public works employees do a good job and work hard, getting up and down on a trash truck 2,400 times a week. He also noted that it would cost more than \$1.25 a week to haul garbage to a dumpster.
- Mayor Angle suggested that staff draw something up for Council to look at. It was the consensus of Council that this was the way to proceed.
- Council Member Cundiff noted that he would like to see new policies instituted on July 1 (with the new fiscal year).
- Vice Mayor Walker questioned if there are any rules pertaining to the large item pick-up done on the first Monday of each month.

- Town Manager Ervin advised that the Town does not pick up anything that the landfill will not accept. One of the biggest problems is professional construction waste being placed at the curb (such as carpet).
- Vice Mayor Walker suggested that this would be a good time to include gentle reminders on garbage collection issues and to also remind citizens about dump truck rental.

OTHER MATTERS & COMMENTS

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

Rise and Shine Franklin County: Let the record show that Assistant Town Manager Hankins appeared on the Rise and Shine Franklin County show with host Dick Shoemaker this morning.

COUNCIL CONCERNS

No Council Member concerns were expressed at this time.

CLOSED MEETING

Entering Closed Meeting:

Motion: To go into closed session under the Virginia Code Sections cited below.

Time: 7:45 p.m.

Motion By: Council Member Moyer

Virginia Code Sections:

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

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

C. Section 2.2-3711(A).5 – Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the business's or industry's interest in locating or expanding its facilities in the community (new business interest).

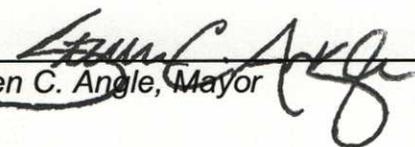
Second: Vice Mayor Walker

Motion Discussion: None**Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker****Nays: None****Action: Meeting convened into closed session by a unanimous vote***Exiting Closed Meeting:***Motion: To reconvene back into regular session****Time: 8:32 p.m.****Motion By: Vice Mayor Walker****Second: Council Member Moyer****Motion Discussion: None****Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker****Nays: None****Action: Meeting reconvened into regular session by a unanimous vote***Declaration of Closed Meeting Discussion:***Motion: To certify that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting****Motion By: Council Member Love****Second: Council Member Cundiff****Motion Discussion: None****Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker****Nays: None****Action: The Mayor swore to adopt the motion on the floor by Council Member Love and reported that no action was taken during the closed meeting.***Certificate of Closed Meeting:*

Whereas, the Rocky Mount Town Council has convened a closed meeting on Monday, April 13, 2015 pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

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

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

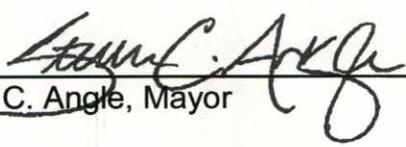


Steven C. Angle, Mayor

ADJOURNMENT

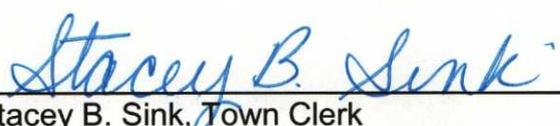
There being no further business to discuss, Mayor Angle entertained a motion to adjourn:

Motion to Adjourn By: Council Member Stockton
Second: Council Member Moyer
Motion Discussion: None
Ayes: Cundiff; Love; Moyer; Snead; Stockton; Walker
Nays: None
Action: Meeting adjourned
Time of Adjournment: 8:36 p.m.



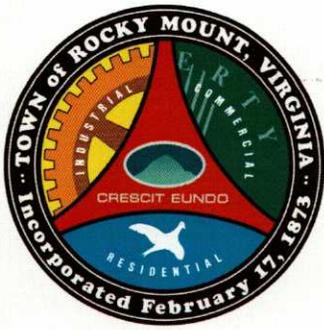
Steven C. Angle, Mayor

ATTEST:



Stacey B. Sink, Town Clerk

SBS/



Hearing Of Citizens

April 13, 2015

Please sign in below if you would like to speak during the
"Hearing of Citizens" portion of tonight's meeting:

NAME	ADDRESS	TOPIC
NONE	ATTEST: Stacey B Sink	
	TOWN CLERK	

Handwritten text, possibly a signature or date, located in the center of the page. The text is extremely faint and illegible.