

**ROCKY MOUNT TOWN COUNCIL  
REGULAR MEETING MINUTES  
APRIL 10, 2017**

The April 10, 2017 Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, at 7:00 p.m. with Mayor Steven C. Angle presiding.

The following members of Council were present:

- Mayor Steven C. Angle
- Vice Mayor Gregory B. Walker
- Bobby M. Cundiff
- Robert L. Moyer
- Jon W. Snead
- Billie W. Stockton
- Mark H. Newbill

The following staff members were also present:

- John Boitnott, Town Attorney
- Tim Burton, Waste Water Superintendent
- Ken Criner, Chief of Police
- Robert Deitrich, Water Plant Superintendent
- Rebecca H. Dillon, Executive Administrative Assistant
- C. James Ervin, Town Manager
- Josh Gibson, Town Planner
- Matthew Hankins, Assistant Town Manager
- Brian Schofield, Public Works Superintendent
- Linda P. Woody, Finance Director

The meeting was called to order by Mayor Steven C. Angle.

**PLEDGE OF ALLEGIANCE**

Mayor Angle led in saying the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Prior to the meeting, Council had received the agenda for review and consideration of approval. The agenda was amended for a public hearing to take input on the Transportation Appendix for inclusion in the Comprehensive Plan and to request permission to use downtown

parking during three upcoming events, two of which were large; Court Day and Come Home to a Franklin County Christmas.

**Motion:** To approve the amended agenda

**Motion By:** Vice-Mayor Walker

**Second:** Council Member Snead

**Motion Discussion:** None

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

**Nays:** None

**Action:** Approved the motion to amend the agenda by a unanimous vote.

## **SPECIAL ITEMS**

Special recognition was given for WYTI-AM Radio Station in regard of their 60<sup>th</sup> Anniversary being on the air. A resolution was signed and presented by the Mayor to Mr. Bill Jefferson for this special recognition.

## **PUBLIC HEARING**

### 1. Bond Issue by Carter Bank & Trust for the Town of Rocky Mount

Mr. Ervin spoke regarding the Town Council authorized borrowing of 1.5 million dollars two years ago for various projects. Carter Bank and Trust asked that the borrowing be in the form of a bond. The Town has worked with VML VaCo Finance to secure counsel so the Town could issue the bond as inexpensively as possible. The public hearing was duly advertised as part of the bond borrow.

The Mayor stated that no one signed up to speak during the public hearing so the Mayor opened up the floor to anyone who wished to speak and no one came forward.

### 2. Transportation Appendix for Inclusion in the Comprehensive Plan

Mr. Gibson spoke regarding the inclusion of the Transportation Appendix into the Comprehensive Plan. A public hearing was required as the Town was adding an appendix for the Transportation Project Prioritization into the Comprehensive Plan. The Planning Commission and Staff had developed a list that was recommended to Council by a vote of 6-0. The list was a guide only and was non binding. Maintaining an officially adopted plan for transportation projects is very important in moving forward with the transportation scoring and funding of the Angle Bridge realignment and other projects.

The Mayor asked if the Transportation Appendix was a wish list for VDOT. Mr. Gibson confirmed that the Transportation Appendix was such a list for VDOT and further confirmed

that it had information as to where the Town wanted to go in the future with the top priority still being to realign the intersection at the Angle Street Bridge.

### **APPROVAL OF MINUTES**

Received by Council in their packet for this scheduled meeting were draft minutes for review and consideration of approval:

- March 13, 2017 - regular meeting minutes

**Discussion:** None

**Motion:** To approve the draft minutes

**Motion By:** Council Member Newbill

**Second:** Vice-Mayor Walker

**Motion Discussion:** None

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

**Nays:** None

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

### **APPROVAL OF CONSENT AGENDA**

This month's consent agenda consists of the following items:

- (1) **Miscellaneous Action:** (none at this time)
- (2) **Miscellaneous Resolutions/Proclamations** (none at this time)
- (3) **Department Monthly Reports**
  - Community Development Department
  - Finance Department
  - Fire Department
  - Police Department
  - Public Works Department
  - Wastewater Department
  - Water Department

**Discussion:** None

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

**Motion By:** Council Member Stockton

**Second:** Council Member Snead

**Motion Discussion:** None

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

**Nays:** None

**Action:** Approved the consent agenda as presented by a unanimous vote.

## **HEARING OF CITIZENS**

Mayor Angle opened the floor to any citizens wishing to speak.

For the record, no one came forward.

## **OLD BUSINESS:**

### 1. Review and Consideration of Paving Award

Mr. Ervin spoke regarding the paving award stating that the Town had solicited bids for the FY17 budget asphalt overlay. The quoted cost for the paving was \$433,431 and staff asked for the approval for the work not to exceed \$450,000 as additional milling was expected on Scuffling Hill. The streets marked for paving were: Donald, Tanyard, South Main, Pendelton, Noel, School Board, 40 East, North Main, West College, State Street, Scuffling Hill Road and East Court Street. Mr. Ervin stated that Tanyard Road was marked for an overlay technology that the Town would like to try. Patterson Brothers Paving had submitted a proposal to the Town for the paving job mentioned and had done paving for the Town previously.

**Discussion: None**

**Motion: To approve \$450,000 for paving of the before mentioned streets.**

**Motion By: Council Member Stockton**

**Second: Council Member Snead**

**Motion Discussion: None**

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

**Nays: None**

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

### 2. Presentation of Proposed FY 2018 Budget

The General Fund has balanced revenue and expenses of \$6,893,445 with a reserve for contingency of \$50,000. Significant capital investments include a single new police vehicle, continued funding for a restroom at Gilley's Park, equipment to pretreat streets for snow and ice and continued investment in the Town's sidewalk repair. If the budget was followed, the Town Finance Director estimated that the Town would have 7.2 million dollars in the General Fund reserves at the end of the year.

The Utility Operating Fund has revenues of \$2,929,973 and expenses of \$3,066,232 and was balanced with \$1,369,259 from the Utility Capital Fund. The Utility Operating Fund would have an estimated balance of \$484,547 at the conclusion of FY 2018 absent funds carried forward from the current year.

The Utility Capital Fund shows estimated FY 2018 revenues of \$552,048 and projected use of prior revenue (fund balance) for capital projects of \$610,355 for a total revenue forecast of \$1,162,403 which would be offset by a like amount in expenses. The Utility Capital Fund

would have an estimated balance of \$1,079,506 at the conclusion of FY 2018 absent funds carried forward from the current year.

The main reasons for the thin amount of capital spending in the general fund were increases in the Town's fixed cost related to employees. The Town's health insurance was expected to increase \$182,000. Staff had looked at the increase in detail, considering options such as dramatically increasing the cost of the plan as passed on to the Town's staff, reducing the depth of the benefit or going out to bid for alternate coverage. In the end, given that the town's rate was experience based, the decision was made to renew and keep offering a mid-tier plan as one of the Town's core benefits of employment.

The budget also included a 2.5% merit increase and a 1% cost of living adjustment. Without these taken together, many staff would see a net reduction in their take home pay on July 1. The core value shaping the proposed budget was that the Town was wholly made up of the skilled and experienced staff that do the work of keeping Rocky Mount one of the best places to live, work and play and that our primary investment should be in that asset.

## **NEW BUSINESS**

1. Review and Consideration of the First Annual Friends of the Family Resource Center 5K Run/Walk for Domestic Violence

Mr. Ervin stated that the Friends of the Family Resource Center and the Family Resource Center would like to hold a 5K run/walk event beginning at 8:30 a.m. on June 17, 2017 on the streets of Rocky Mount. Angela Phillips, Director of the Franklin County Family Resource Center had been in touch with the Rocky Mount Police Department and they had reviewed and approved the event.

### **Discussion: None**

**Motion: To approve the First Annual Friends of the Family Resource Center 5K Run/Walk for Domestic Violence on June 17, 2017.**

**Motion By: Council Member Snead**

**Second: Vice-Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

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

2. Review and Consideration of 5<sup>th</sup> Annual Eagle Strut 5k/10k Race

Mr. Ervin spoke regarding the 5<sup>th</sup> Annual Eagle Strut Race stating that it would be held on September 9<sup>th</sup> at 8:00 a.m. for approximately three hours. The event would begin at the Franklin County High School and go through the streets of Rocky Mount. Lauren Judson,

Senior Class Sponsor, had been in touch with the Rocky Mount Police Department and they had reviewed and approved the event.

**Discussion: None**

**Motion: To approve the 5<sup>th</sup> Annual Eagle Strut 5K/10K Race.**

**Motion By: Council Member Snead**

**Second: Council Member Stockton**

**Motion Discussion: None**

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

**Nays: None**

**Action: Motion approved by a unanimous vote**

### 3. Review and Consideration of Southwest Virginia Antique Farm Days Parade

Mr. Ray Agee spoke regarding the Southwest Virginia Antique Farm Days Parade. Mr. Agee stated that the parade would be held in town on Sunday, June 11, 2017. The parade would be at 3:00 p.m.; begin at Lowe's and proceed with the same route as in previous years. Mr. Agee, who was the Tractor Parade Coordinator, had been in touch with the Rocky Mount Police Department and they had reviewed and approved the event.

**Discussion: None**

**Motion: To approve the Southwest Virginia Antique Farm Days Parade.**

**Motion By: Council Member Newbill**

**Second: Vice-Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

**Action: Motion approved by a unanimous vote**

### 4. Town Bond Issue Through Carter Bank and Trust

Town Council approved a loan from Carter Bank and Trust in 2015. Upon attempting to draw on the loan, Carter informed the Town that they desired that the loan be in the form of a traditional bond. The Town had solicited the services of VML/VaCo Finance to assist in closing this loan as a bond issue. This debt was the same debt previously approved and Carter was still the lender.

After the public hearing on the \$1,512,000 bond to be issued at 2.17% for ten years, a vote was needed on the bond resolution and the bond purchase agreement. This bond financed several projects approved in the fiscal year 2016 capital improvements plan (CIP).

Council Member Cundiff inquired regarding the garbage truck being in the budget and being listed on the bond as well. Mr. Ervin stated that to meet the legal requirements of the bond

language, it was necessary to include all projects in the bond. The budget will include where the garbage truck comes from.

**Discussion:** None

**Motion:** To approve the bond issue.

**Motion By:** Vice-Mayor Walker

**Second:** Council Member Snead

**Motion Discussion:** None

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

**Nays:** None

**Action:** Motion approved by a unanimous vote

Voting

Member Name	Present	Absent	Yes	No	Abstaining
Mark H. Newbill	x		x		
Robert L. Moyer	x		x		
Bobby M. Cundiff	x		x		
Billie W. Stockton	x		x		
Jon W. Snead	x		x		
Gregory B. Walker	x		x		
Steven C. Angle	x		x		

5. 2017 Intern Position at Waste Water Treatment Plant

Mr. Burton spoke regarding the Intern Position stating that the Town had received many benefits from participating in the program in previous years and the Waste Water Treatment Plant would like to hire another intern this year.

**Discussion: None**

**Motion: To approve the request for an interm position at the Waste Water Treatment Plant.**

**Motion By: Council Member Newbill**

**Second: Vice-Mayor Walker**

**Motion Discussion: None**

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

**Nays: None**

**Action: Motion approved by a unanimous vote.**

6. Review and Consideration of Transportation Appendix for Inclusion in the Comprehensive Plan.

Mr. Gibson stated that he had spoken at the beginning of the meeting and would only like to share that he was present for the spring meeting in Salem, Virginia where the Town was very encouraged to be able to get funding for future projects particularly the realignment of the Angle Street Bridge.

**Discussion: None**

**Motion: To approve the inclusion of the Transportation Appendix in the Comprehensive Plan for the Town of Rocky Mount.**

**Motion By: Council Member Snead**

**Second: Council Member Stockton**

**Motion Discussion: None**

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

**Nays: None**

**Action: Motion approved by a unanimous vote.**

7. Review and Consideration for Court Day, Christmas Tree Lighting and Come Home to a Franklin County Christmas.

Mr. Zack Wimmer, Vice-President of Community Partnership for Revitalization or "CPR" spoke regarding the request to close Franklin Street downtown for Court Day on the date of June 10, 2017 from 3:00 to 9:00 p.m. with Franklin Street closing at 2:00 p.m., Come Home to a Franklin County Christmas on December 1, 2017 from 5:00 to 9:00 p.m., and the Christmas Tree Lighting from 5:00 to 6:00 p.m. uptown on the Courthouse Lawn on November 24, 2017. The events were rain or shine events and the police department has reviewed and approved the events as well.

**Discussion: None**

**Motion: To approve the request for all three events.**

**Motion By: Council Member Snead**

**Second: Council Member Stockton**

**Motion Discussion: None**

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

**Nays: None**

**Action: Motion approved by a unanimous vote.**

## **COMMITTEE REPORTS**

None at this time

## **REFERRALS TO PLANNING**

None at this time

## **OTHER MATTERS & CONCERNS**

Mr. Ervin and the Mayor were on Rise and Shine.

Council Member Moyer shared a concern regarding the Veterans' Memorial Park. At the March 13<sup>th</sup> Council Meeting, Council voted to bring the grade up to level with the park. Mr. Hankins stated that generally the Town was very happy with the work done at the park however the subcontractor did not bring the grade up to the level of the park which was expected before completion of the job. Mr. Hankins further stated that the engineers had been informed that the job was not finished and the Town was waiting on a response from the engineers. The Town had not paid for the completion of the job yet.

Council Member Newbill shared that a sidewalk cover was missing across from the Courthouse in front of the Perdue Building. An individual caught their shoe in what was perhaps a small sewer line cover.

The Mayor asked Mr. Hankins to share with Council what Sky Magazine was as each Council member received a copy of the magazine on the diaz prior to the meeting. Mr. Hankins stated that in February, Delta Sky Magazine approached the Town regarding an ad. The Roanoke Region was being highlighted and so the Town took out a small advertisement using the Town's tourism branding funds and by doing so was able to get significant national and international coverage regarding the Harvester based on the magazine's many readers which was approximately 5.4 million every month. The Town also received editorial content as well.

Vice-Mayor Walker inquired regarding Gilley's Park. Mr. Hankins stated that there were several things going on at Gilley's Park. A new restroom facility will be built there. Electricity will be added and aeration pumps to the two larger ponds as well as the Town plans to then stock the ponds. The Town planned to ask the same contractor that applied the treatment to the park for the geese problem last year to come back again this year as the treatment was found to be very helpful. Regarding the lily pads, the Town planned to buy a small water craft to go out into the pond and pull some of the pads. Mr. Schofield also planned to add additional parking in a small gravel lot.

## **CLOSED MEETING AND ACTION**

Enter Closed Meeting

**Motion:** To go into closed session under the Virginia Code Section cited below  
**Time:**7:47 p.m.

**Virginia Code Section:**

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

Section 2.2-3711(A)(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, Economic Development Authority.

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, Community Development.

**Motion By:** Council Member Moyer

**Second:** Vice-Mayor Walker

**Motion Discussion:** None

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

**Nays:** None

**Action:** To go into a closed meeting

### **Certificate of Closed Meeting Discussion:**

**Council certified unanimously that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting. No action was taken during the closed meeting.**

Whereas, the Rocky Mount Town Council has convened a closed meeting on Monday, March 14, 2016 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.

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Steven C. Angle, Mayor

**Motion:** To drop the Acting in the title and appoint Rebecca H. Dillon as Town Clerk for Council

**Motion By:** Council Member Snead

**Second:** Council Member Stockton

**Motion Discussion:** None

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

**Nays:** None

**Action:** Motion approved by a unanimous vote to drop the Acting in the title and appoint Rebecca H. Dillon as Town Clerk with Council Member Cundiff abstaining due to a prior relationship.

## **ADJOURNMENT**

**Motion:** To adjourn meeting

**Time:** 8:45 p.m.

**Motion By:** Council Member Moyer

**Second:** Vice-Mayor Walker

**Motion Discussion:** None

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

**Nays:** None

**Action:** Adjourned by a unanimous vote

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Steven C. Angle, Mayor

ATTEST:

Rebecca H. Dillon, Acting Town Clerk