

Bradley E. Grose, Mayor
Robert R. Altice, Councilmember
Carolyn D. Fidler, Vice Mayor
Matthew S. Hare, Councilmember
William "Wes" Nance, Councilmember



Vinton Municipal Building
311 South Pollard Street
Vinton, VA 24179
(540) 983-0607

Vinton Town Council
Regular Meeting
Tuesday, September 20, 2011

AGENDA

Consideration of:

- A. **6:00 p.m.** - **ROLL CALL AND ESTABLISHMENT OF A QUORUM**
- B. **WORK SESSION**
 - 1. Water/Sewer Rate Study
- C. **7:00 p.m.** - **REGULAR MEETING**
- D. **INVOCATION** – Rev. Gary Robbins, Greene Memorial United Methodist Church
- E. **PLEDGE OF ALLEGIANCE TO THE U. S. FLAG**
- F. **CONSENT AGENDA**
 - 1. Consider approval of minutes for work session and regular meeting of September 6, 2011.
 - 2. Consider adoption of a Resolution reappointing Consuella Caudill to the Greater Roanoke Transit Company Board.
 - 3. Consider adoption of a Resolution reappointing Robert A. Patterson to the Highway Safety Commission.
 - 4. Consider adoption of a Resolution reappointing Doug Adams to the Highway Safety Commission.
- G. **AWARDS, RECOGNITIONS, PRESENTATIONS**
 - 1. Officer of the Month for August, 2011 – Michael L. Byrd

2. Recognize James Muse, Public Works Department, upon his retirement.

H. **CITIZENS' COMMENTS AND PETITIONS** - This section is reserved for comments and questions for issues not listed on the agenda

I. **TOWN ATTORNEY**

J. **TOWN MANAGER**

1. Consider adoption of a Resolution authorizing the Town Manager to execute a Memorandum of Understanding with Roanoke County Public Schools for the installation of an electronic message board sign at the intersection of Washington Avenue and Bypass Road.

2. Consider adoption of a Resolution appropriating \$13,377.14 from the Virginia Municipal League, the Town's insurance carrier, as settlement for damage to a dump truck to the Wastewater System Maintenance Account.

K. **MAYOR**

L. **COUNCIL**

M. **ADJOURNMENT**

NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT.
Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Town Council meetings. Please call (540) 983-0607 at least 48 hours prior to the meeting date so that proper arrangements may be made.

NEXT TOWN COUNCIL MEETING:

- October 4, 2011 – 7:00 p.m. - **Regular Council Meeting**

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, SEPTEMBER 6, 2011, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

MEMBERS PRESENT: Bradley E. Grose, Mayor
Robert R. Altice
Carolyn D. Fidler
Matthew S. Hare
William W. Nance

STAFF PRESENT: Christopher S. Lawrence, Town Manager
Elizabeth Dillon, Town Attorney
Susan N. Johnson, Town Clerk
Michael Kennedy, Public Works Director
Ben Cook, Police Chief
Stephanie Dearing, Human Resources/Safety Manager
Lauren Hodges, Facilities Manager
Barry Thompson, Finance Director/Treasurer

The Mayor called the work session to order at 6:00 p.m. The Town Clerk called the roll with Council Member Altice, Council Member Hare, Council Member Nance and Mayor Grose present. Roll call

The Town Manager recognized Ben Cook, Police Chief, who made brief comments concerning the renovated Police Department. Council then left Chambers and took a tour of the Department's interview room, EOC room and records room.

Council Member Fidler arrived at 6:20 p.m. At 6:45 p.m. Council returned to Council Chambers to continue their work session.

Lauren Hodges gave a Power Point presentation on the new website being created for the Vinton War Memorial by Imprint, the same company that created the original website four years ago. However, staff will now be able to make most changes rather than having to contact Imprint. Some improved features are functionality and navigation along with the addition of more photographs and added buttons for Twitter, Facebook and YouTube. Council Member Hare stated that keeping this website current as well as the Town's website is very important.

Mayor Grose asked what the procedure would be to put the electronic message board sign on the next agenda. After questions and comments from Council, the Town Manager indicated he would draft a formal agreement to present to Council and recommended that Council as well as the Roanoke County School Board take action to approve. Council advised the Town Manager to place the item on the next agenda for Council's consideration.

Mayor Grose called the regular meeting to order at 7:00 p.m. Rev. William Booth of Vinton Baptist Church gave the invocation and Mr. Altice led the Pledge of Allegiance to the U.S. Flag.

Under consent agenda, upon motion by Mr. Hare, seconded by Mr. Altice, with a 5-0 vote, Council approved the minutes as presented.

Ben Cook, Police Chief, made comments on the Department's First Place Award for Highest Safety Belt Use during the Click It or Ticket campaign that ran from May 22 until June 2, 2011. The DMV receives grant money that funds this campaign.

Rev. William Booth, of Vinton Baptist Church, complimented Mike, Barry and the Police Chief for doing a good job.

Under unfinished business, the Town Manager explained that this Resolution regarding the Agreement between the Town and Roanoke County for the future Roanoke Vinton Branch Library was on the June 21, 2011 agenda and Council decided to wait for Roanoke County to take action. The matter was to be placed on the July 5, 2011 agenda, but was omitted. The Agreement has already been executed and Council needs to take action to adopt the Resolution. Upon motion by Mr. Nance, seconded by Ms. Fidler, with a 5-0 vote, Council adopted the Resolution as presented.

The Town Manager gave brief comments on the Resolution expressing Council's displeasure with the new pneumatic gun law which was discussed by Council.

Council asked why the Resolutions were not numbered and the Clerk explained to Council that at her suggestion in the future all Resolutions and Ordinances will be numbered after they are adopted. This will allow the Resolutions and Ordinances to be kept in sequence in the event one is tabled or defeated.

Upon motion by Ms. Fidler, seconded by Mr. Altice, with a 3-2 vote, Council defeated the Resolution to express Council's displeasure with the new pneumatic gun law.

The next item was an Ordinance to amend § 62-83, Discharging airgun, bow, gravel shooter, of Article V, Weapons, of Chapter 62, Offenses and Miscellaneous Provisions, of the Vinton Town Code and providing for an effective date. Upon motion by Mr. Altice, seconded by Mr. Nance, with 5-0 vote, Council adopted the Ordinance as presented.

Approved minutes of August 2, 2011 and August 16, 2011

Adopted Resolution No. 1927 authorizing the Town Manager to execute Agreement between Town and Roanoke County for future Roanoke Vinton Branch Library

Defeated Resolution expressing Council's displeasure with the pneumatic gun law

Adopted Ordinance to amend § 62-83, Discharging airgun, bow, gravel shooter, of Article V, Weapons, of Chapter 62, Offenses and Miscellaneous Provisions, of the Vinton Town Code and providing for an effective date - Ordinance No. 917

The Town Manager commented on the Ordinance to update and amend Article II, Noise, of Chapter 34, Environment, to reflect the Supreme Court of Virginia's ruling in Tanner v. City of Virginia Beach. He indicated that as Council requested a distance of 50 feet was added to Section 34-26 (6). Police Chief Cook responded to comments on noise complaints on Jefferson Street that they have a quick response and extra patrol. The problems they are facing are delay in reporting and noise from a vehicle.

Adopted Ordinance to update and amend Article II, Noise, of Chapter 34, Environment, to reflect the Supreme Court of Virginia's ruling in Tanner v. City of Virginia Beach – Ordinance No. 918

Mr. Hare asked if Section 34-26 (8) would also cover glass packs. Chief Cook said if the vehicle is on the highway, they can cite them. On private property, because of the noise, they will extend beyond the 50 foot distance requirement. Mr. Hare also asked about Section 34-26 (10) concerning dogs and what clarified harassment. The Town Attorney indicated it would mean to provoke the animal.

Mr. Hare asked about Section 34-26 (12) regarding alarm systems. Police Chief Cook said either the alarm companies can deactivate the alarms or the property owners have to have someone that can deactivate the alarm.

The Town Attorney stated that a committee of local government attorneys and law enforcement officers worked on this Ordinance to make it workable and constitutional.

Upon motion by Mr. Nance, seconded by Mr. Hare, with 5-0 vote, Council adopted the Ordinance as presented.

Barry Thompson, Finance Director/Treasurer made comments concerning the current software service/support agreements with ACS and support on the AS400. During the budget process, the Finance Department discussed the possibility of hosting the financial software because of the age of the AS400 and the ability to create a disaster recovery plan. Last year an agreement was reached with the Town of Rocky Mount for a backup in the event of a system failure. However, hosting the software on the internet is a better solution for the next three years. Also, updates are behind and there are some additional features that the Department can take advantage of.

Adopted amended Resolution authorizing the Town Manager to execute an Application Hosting and Technology Support Systems and Services Agreement with ACS, said Agreement to be amended to include additional State statutes as required and expend the necessary funds as set forth by this Resolution – Resolution No. 1933

The Agreement with ACS is a three year agreement and the funding for the first year has been included in the FY12 budget. The other two years will need to be appropriated in the upcoming budgets.

Mr. Thompson indicated in talking with the Town Attorney that there are some State of Virginia statutes that need to be added to the Agreement and Council is being asked to approve the Agreement with the understanding that these provisions will be added before finalized.

Mr. Hare asked about the agreement with the Town of Rocky Mount and the Town Attorney indicated she would review the agreement.

The Mayor asked about the AS400 machine and Mr. Thompson said he is contacting some other users to see if they would like to purchase it and if there is any value in it. There are also two line printers that go with it. It was mentioned that it could be used for parts.

Mr. Nance reminded Council that we are agreeing to future expenses that we cannot get out of for at least three years. Mr. Thompson said the current costs of software support and maintenance on the AS400 will go away and this amounted to an additional \$17,000. In addition, we will now have a disaster recovery plan that we did not have before.

Upon motion by Mr. Hare to amend the Resolution to authorize the Town Manager to execute an Application Hosting and Technology Support Systems and Services Agreement with ACS and expend the necessary funds as set forth, said Agreement to be amended to include additional State statutes as required, seconded by Ms. Fidler, with 5-0 vote, Council adopted the Resolution as amended.

With regard to the Recycle and Win! Program Agreement, the Town Attorney indicated that the Agreement will be in proper form before it is executed. This is an education and prize program.

Mike Kennedy, Public Works Director, advised Council that he currently has 40 bins in stock and in anticipation of seeing some spike in the number of recyclers that 50 more bins be purchased at a cost of \$700.00. The Town Manager stated if they do run out of bins, you can still recycle in other containers in the interim.

Upon motion by Mr. Altice, seconded by Ms. Fidler, with 5-0 vote, Council adopted the Resolution as presented.

The next item on the agenda relates to a settlement with Verizon Virginia, Inc. The Town Attorney explained to Council that she had talked with Verizon's counsel before the meeting and he had still not gotten confirmation from Verizon that they would remove the confidentiality provisions from the Agreement. He assumes that they will do so because he talked with them about it before but has not gotten official approval. Council is being asked to authorize the Town Manager to sign the agreement if the confidentiality provisions are removed.

The settlement funds have been received and they are of public record.

Adopted Resolution authorizing the Town Manager to execute a Recycle and Win! Program Agreement with CCBCC Operations, LLC. – Resolution No. 1934

Adopted amended Resolution approving a settlement with Verizon Virginia, Inc. and authorizing the Town Manager to execute a Settlement Agreement provided the confidentiality provisions are removed – Resolution No. 1935

Upon motion by Ms. Fidler to amend the Resolution approving a settlement with Verizon Virginia, Inc. and authorizing the Town manager to execute a Settlement Agreement provided the confidentiality provisions are removed, seconded by Mr. Nance, with 5-0 vote, Council adopted the Resolution as amended.

The Town Manager highlighted Charity Cottage, which is opening on Friday, September 9, 2011, on Pollard Street, and Jassercize which has expanded and is relocating at the shopping center at the Bingo Hall.

The Mayor mentioned the new Boards/Commissions/Committees booklet and asked Council to let the Clerk know by the end of the week of any nominees or objections to the current vacancies. The Clerk will also email any current applications she has on file for their consideration. The Town Manager indicated that RVTV is a resource to advertise any vacancies the Town has and he plans to utilize it. Mr. Hare asked if this information could be placed on the Town's website and the Clerk said that a condensed version would be placed on the website.

Ms. Fidler said if anyone else was interested in serving on the CEDS Committee, she would be glad for them to serve.

Mr. Hare said that anyone who now serves on the Greenway Commission will have to complete a Financial Disclosure Statement in the future.

The Mayor indicated he and the other Council members had received a note from Pastor Rodriguez thanking them for allowing the Church to help with the Vinton Pool this year.

Mr. Hare gave a report from the Finance Committee. The unaudited Financial Report ending June 30, 2011, showed a balance of \$46,471.00 in the black. This reflects a lot of very hard work on the part of staff to get down to the details and manage their budgets line by line. Mr. Nance mentioned that the rate increase was absolutely necessary.

Approved the June 30, 2011 unaudited financial report and the July 2011 report

The Utility Fund came in \$25,000 in the hole. The fee increase was to try and close a \$300,000 gap as well as cutting back expenses. It shows that the steps taken were necessary. Mr. Thompson said the water/sewer revenues were increased \$120,000.

Relating to cash, we are \$232,000 more favorable this year than the same time last year. Cash flow is increased due to less spending and timing. Accounts receivable and bad debt have increased and the Finance Committee is looking at ways to keep these from continuing to grow.

Mr. Hare also pointed out that the CIP fund has a negative balance which will be reflected in the cash account where it belongs and Council will need to take action at some point.

Upon motion by Mr. Hare, seconded by Ms. Fidler, with 5-0 vote, Council approved the June 30, 2011 unaudited financial report and the July 2011 report as presented.

The Town Manager gave a report from the Public Works Committee. Concerning the water and sewer rate study, the Committee needs to gather some additional information and will be in an position to present to Council at the September 20, 2011 work session the process side of the study. At a second meeting in October, Council will be briefed on the findings.

Comments from Council Members - Mr. Altice wanted to know if we could post a sign on properties that have code violations. The Town Manager made comments about the notification process and he will work with Anita McMillan and report back to Council. Mr. Nance mentioned in either the 1200 or 1300 block of Ruddle there is a tree that is leaning over the road and may eventually fall into the road.

The Town Manager advised Council that Steve's Garage will be demolished in two more weeks. The time was extended to allow items to be removed, donated and listed on the surplus site before the demolition is completed.

The Mayor advised that Council needed to go into a Closed Meeting pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia, as amended, for discussion of recruitment process for the Police Chief position. On motion by Mr. Nance, seconded by Ms. Fidler, with a vote of 5-0, Council went into Closed Meeting at 8:38 p.m.

At 9:10 p.m., the regular meeting reconvened and the Certification that the Closed Meeting was held in accordance with State Code requirements was approved on motion by Mr. Nance, seconded by Mr. Altice, with a 5-0 vote, the meeting was adjourned at 9:15 p.m.

Closed Meeting Certification

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk

RESOLUTION NO.

AT A REGULAR MEETING OF VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 20, 2011, AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

WHEREAS, Consuella Caudill's one-year term on the Greater Roanoke Transit Company Board of Directors expired on June 30, 2011; and,

WHEREAS, according to the Greater Roanoke Transit Company's By-laws, members are appointed for one-year terms by the Town Council and may be appointed to succeed themselves in office; and,

WHEREAS, Ms. Caudill has been contacted and is willing to continue serving on this Board, subject to reappointment by Town Council.

NOW, THEREFORE, BE IT RESOLVED, that the Vinton Town Council does hereby reappoint Consuella Caudill to complete an expired one-year term on the Greater Roanoke Transit Company Board of Directors that will run from July 1, 2011 through June 30, 2012.

This Resolution adopted by consent on motion made by Council Member _____, and seconded by Council Member _____, with the following votes recorded:

AYES:

NAYS:

ABSENT:

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk

RESOLUTION NO.

AT A REGULAR MEETING OF VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 20, 2011, AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

WHEREAS, Robert A. Patterson's three-year term on the Vinton Highway Safety Commission expired on December 31, 2010; and,

WHEREAS, according to the Highway Safety Commission's By-laws, members are appointed for three-year terms by the Town Council and may be appointed to succeed themselves in office; and,

WHEREAS, Mr. Patterson has been contacted and is willing to continue serving on this Commission, subject to reappointment by Town Council.

NOW, THEREFORE, BE IT RESOLVED, that the Vinton Town Council does hereby reappoint Robert A. Patterson to complete an expired three-year term on the Vinton Highway Safety Commission that will run from January 1, 2011 through December 31, 2013.

This Resolution adopted by consent on motion made by Council Member _____, and seconded by Council Member _____, with the following votes recorded:

AYES:

NAYS:

ABSENT:

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk

RESOLUTION NO.

AT A REGULAR MEETING OF VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 20, 2011, AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

WHEREAS, Doug Adams' three-year term on the Vinton Highway Safety Commission expired on February 4, 2011; and,

WHEREAS, according to the Highway Safety Commission's By-laws, members are appointed for three-year terms by the Town Council and may be appointed to succeed themselves in office; and,

WHEREAS, Mr. Adams has been contacted and is willing to continue serving on this Commission, subject to reappointment by Town Council.

NOW, THEREFORE, BE IT RESOLVED, that the Vinton Town Council does hereby reappoint Doug Adams to complete an expired three-year term on the Vinton Highway Safety Commission that will run from February 5, 2011 through February 4, 2014.

This Resolution adopted by consent on motion made by Council Member _____, and seconded by Council Member _____, with the following votes recorded:

AYES:

NAYS:

ABSENT:

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk



Vinton Police Department

311 SOUTH POLLARD STREET
VINTON, VIRGINIA 24179

PHONE (540) 983-0617
FAX (540) 983-0624

BENJAMIN L. COOK
CHIEF OF POLICE

A State Accredited Agency

September 6, 2011

To: Michael L. Byrd, Police Officer

From: Benjamin L. Cook, Chief of Police

BLE

Re: Officer of the Month

Congratulations! You have been nominated and selected as Officer of the Month for the month of August 2011.

On August 23, 2011, you responded to a call of suicidal threats made by a female subject. You and other officers arrived on scene and were faced with an agitated subject who was uncooperative, would not identify herself and refused to give information about what was occurring. She then became assaultive toward family members and officers. You reacted immediately and were able to gain control of this subject and place her in custody before she could harm herself or others.

You took quick and effective control based upon the actions of this subject and prevented the incident from escalating further. After things had calmed down, you were complimented by witnesses and family members on your professionalism and demeanor in handling this situation. You communicate well with others and have shown that you can remain calm in stressful conditions; your dedication and professionalism are appreciated. Keep up the good work!

CC:

Chris Lawrence, Town Manager

Stephanie Dearing, HR Director

Susan Johnson, Town Clerk

Mayor and Council

TO: TOWN MANAGER'S OFFICE

FROM: Public Works Director

DATE: September 13, 2011

SUBJECT: Recognize Crew Leader James Harold Muse upon occasion of his retirement

ISSUE/PURPOSE: To recognize James Muse upon his early retirement from the Town of Vinton with 23 years, 9 months of dedicated and loyal service.

He began his service with the Town's Public Works Department on 21 January 1988 as a temporary Laborer and he was promoted to the permanent position of Street Laborer in June 1988. On 1 July 1990 he was promoted to Heavy Equipment Operator I, followed by a promotion to Equipment Operator II in July 1991, and then promoted to Equipment Operator III in 1993. Owing to his sustained record of excellent performance, he was promoted to Crew Leader on 31 July 2003.

James was a dedicated, hard worker and a strong leader throughout his years of service with the Town. He performed many of the department duties including street repairs, water line repair & replacement, wastewater line repair & replacement, snow removal & de-icing operations, stormwater collection maintenance & repair, bulk refuse collection, and community event support. In the Spring of 2005, he was assigned as Grounds Crew Leader, responsible for mowing and cutting all Town property and rights of way.

James performed admirably in countless snow removal and de-icing operations, often working overtime on holidays and weekends, spending precious time away from family. Particularly noteworthy performance in James stellar career was his direct assistance in a rescue attempt of a motorist on Walnut Ave. who ran through barricades and was engulfed in flood waters. James was recognized and commended by the Mayor and Town Council for heroic efforts in this 1991 weather event. Some years later he assisted rescue workers during another major flood event and on another occasion assisted the Fire Department in fighting a major house fire in the Midway area of town.

James was highly regarded by fellow employees for his outstanding work ethic and commitment to the Town. He contributed to improved quality of life for Vinton citizens and utility customers in East Roanoke County. He will be greatly missed by all upon his retirement.

ACTION REQUESTED: Town Council approve a resolution recognizing James Muse for over 23 years of excellent service upon his well-deserved retirement.

CITIZENS COMMENTS: Numerous favorable comments received over the years can be attributed to work performed by James.

DATE ACTION NEEDED: September 20, 2011

ATTACHMENT: Resolution

RESOLUTION

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 20, 2011 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

WHEREAS, James H. Muse faithfully and loyally served the Town of Vinton since January 21, 1988; and

WHEREAS, his outstanding performance as a Laborer to his ultimate advancement to Crew Leader set an example for others to follow; and

WHEREAS, his loyalty and strong work ethic reflected favorably upon the Public Works Department and the Town; and

WHEREAS, his service was particularly noteworthy during catastrophic flooding events in attempts to rescue motorists trapped by raging flood waters; and

WHEREAS, James H. Muse's outstanding service for more than 23 years improved the quality of life for Town citizens and our water and wastewater customers in East Roanoke County.

NOW THEREFORE, BE IT RESOLVED that the Vinton Town Council does hereby express its gratitude and appreciation to Crew Leader James H. Muse upon the occasion of his October 1, 2011 retirement from the Town of Vinton. Town Council also extends best wishes to James, his wife Vickie, and his family for much joy and happiness in the years ahead.

Motion made by Council Member _____, seconded by Council Member _____, with the following votes recorded:

AYES:

NAYS:

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk

PROPOSAL FOR VINTON TOWN COUNCIL

Roanoke County Schools and William Byrd High School would like permission to erect a sign on Town property on the corner of Washington Ave. and By Pass Road (Rt. 24). This sign would be used by the school to inform the community of school activities and events. This particular corner is a focal point in our community and would be a better location than the school. In addition, this sign would be available to the Town to post any information that the Town would like posted. Some examples include (but are not limited to) Town Council meetings, Dogwood Festival, Fall Festival and events at the War Memorial.

All costs associated with the sign including construction, maintenance and electricity would be the responsibility of Roanoke County Schools. The bond between William Byrd High School and the Town of Vinton is strong, and this project would enhance the relationship. Thank you for your consideration.

Benefits of this sign:

- Provide a communications tool for the school and the Town to our community
- Promote school activities at William Byrd High and William Byrd Middle schools
- Build support of school events and initiatives
- Provide recognition for teams and individuals of merit
- Inform the community of important school meetings
- Provide the Town an additional resource for communications in emergency situations
- Provide the Town a means to promote special events (Dogwood Festival, Fall Festival, and Christmas Parade).
- Provide the citizens update on Town Council meetings and issues
- Promote community special events such as Relay For Life

Sign size:

The request is for one or two signs on the lot that has been identified at the intersection of Rt.24 and the bypass and owned by the Town of Vinton. The first request is for a two-sided v-shaped sign positioned to be viewed by drivers at all four points of the intersection. This sign will be incased in brick and the size will be six feet in height and eight feet in length.

The request for the second sign is a one-sided six by nine sign facing east to the traffic.

Prophers:

It is the request of the Roanoke county school board to place in a contract with the town of Vinton prophers for the sign. If the sign comes in question for the purpose of selling the land in which the sign sits, the Roanoke County School Board agrees to move the sign. The school board under the guidelines of the money that has been appropriated will agree to hide the sign with vegetation if the town makes such a request.

Distractions:

There have been major concerns from citizens of the Town about distractions when people are looking at the sign while driving. The government organizations VDOT, NTSD, and Roanoke County Police were contacted about accidents involving drivers reading digital signs while driving. There is no crash data that shows results of actions from reading a digital sign causing an accident.

Bulbs and projection of lighting:

The sign that will be installed will have amber lights that will project for reading purposes only and not lamination of watts.

This board report is submitted without an RFP and the specific information submitted by the winning bid company

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL, HELD ON TUESDAY, SEPTEMBER 20, 2011, AT 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

WHEREAS, the Roanoke County School Board, specifically William Byrd High School proposes to build an electronic message board monument sign in the Town of Vinton's right of way located at the intersection of Washington Avenue and Bypass Road; and

WHEREAS, the sign will serve as a public community information sign for the schools, the Town government and the Vinton Area Chamber of Commerce; and

WHEREAS, the Roanoke County School Board will enter into a Memorandum of Understanding setting forth the conditions controlling the construction and maintenance of the sign; and

WHEREAS, the design, location, and message board lighting will conform to all Town Code standards set forth in the Zoning Ordinance.

NOW THEREFORE, BE IT RESOLVED, BY THE COUNCIL OF THE TOWN OF VINTON, VIRGINIA, as follows:

1. The Memorandum of Understanding is hereby approved in a form substantially similar to the Memorandum of Understanding attached hereto; and
2. The Town Manager is hereby authorized, for and on behalf of the Town, to execute and then to deliver the Memorandum of Understanding and any other necessary documents in furtherance of the same; and
3. The Memorandum of Understanding and any other necessary documents shall be in form approved by the Town Attorney.

This Resolution shall be effective from and after the date of its adoption.

This Resolution adopted on motion made by Council Member _____ and seconded by Council Member _____, with the following votes recorded:

AYES:

NAYS:

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding made this ____ day of _____, 2011, by and between the Roanoke County School Board on behalf of William Byrd High School ("School Board") and the Town of Vinton, Virginia ("Town").

WITNESSETH:

The School Board proposes to construct an electronic message board monument sign ("EMBMS") within the right-of-way owned by the Town at the intersection of Washington Avenue and Bypass Road. This location is more specifically identified on the attached site map.

As proposed, the sign will be a monument sign with a masonry base and the electronic sign attached above. The sign will be a v-shaped sign, whereby two faces will be constructed, each facing Washington Avenue and Bypass Road respectively. Final location and angle of sign structure will be determined by the contractor/designer to maximize visibility, minimize safety issues, and conform to site triangle visibility standards set forth in the Town Code, Appendix B, Sec. 5-11. This final location must be approved by Town staff prior to construction [Town Code, Appendix B, Sec. 5-43.1(d)].

The final sign design will be determined by the School Board and also requires the Vinton Town Manager's approval to ensure conformance with the following conditions:

1. Maximum size of the sign will be 6-feet in height and 8-feet in width.
2. The base of the monument sign will be landscaped with mulch. In addition, evergreen vegetation will be installed behind the sign to shield it from the adjacent single-family homes.
3. The School Board will consult with the immediately adjacent property owners to the rear of the sign to allow input into the final landscaping design. This shall be completed within 60 days of the sign construction contract award.
4. The hours of the EMBMS shall be limited as follows:
 - A. Operating times: 5am-11pm
 - B. Sign turned off: 11pm-5am
5. The School Board will be responsible for the maintenance of the landscaping around the sign. Maintenance will include, but not be limited

to replacement of any dead evergreen and mulch as needed and/or removal of debris and litter. The Town will continue to maintain the grass areas within the adjacent right-of-way.

6. The School Board will manage the sign message board content and agrees to allow public announcements from the Town of Vinton and the Vinton Area Chamber of Commerce. Announcements will meet School Board policies.
7. The message board lighting shall conform to all Town sign standards, including intensity of illumination, glare, frequency of changing message, interference with traffic control device, sight lines, and sight visibility at the intersections. Zoning, electrical, and any other applicable permits will be submitted to the Town by the School Board for review and approval of the Town and Roanoke County applicable departments.
8. If the adjacent property located behind the sign is redeveloped for commercial use, the sign will be removed by the School Board. The School Board will incur all costs associated with this removal. Removal must be completed within 60 days of written notice by the Town.
9. If the Town determines the right-of-way is needed for any other public purpose, such as, but not limited to, road widening, intersection enhancements, or utility line installation, the School Board agrees to remove the sign. The School Board will incur all costs associated with this removal. Removal must be completed within 60 days of written notice by the Town.

IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Understanding on the day and year first above written.

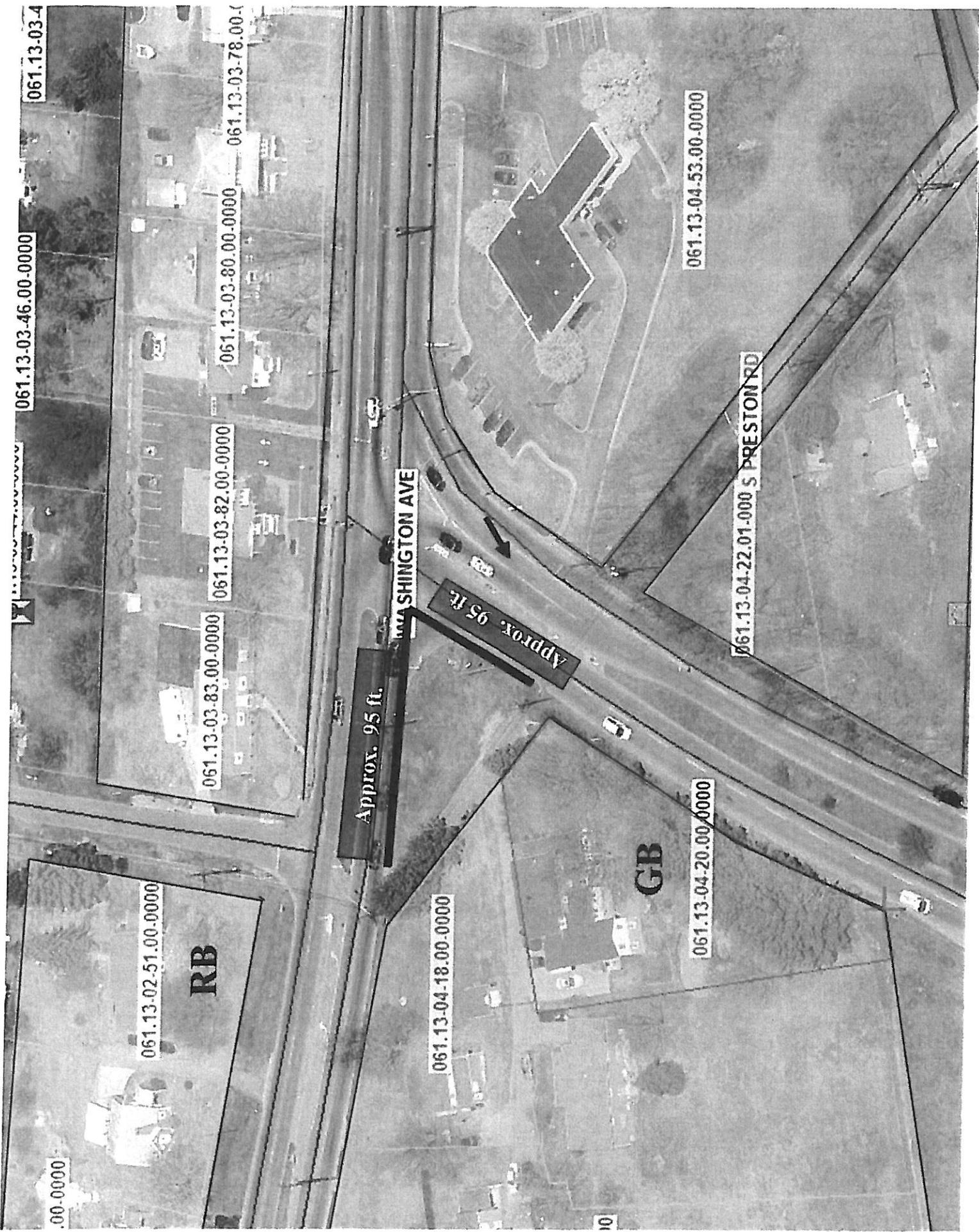
ROANOKE COUNTY SCHOOL BOARD

By _____

Printed Name and Title

TOWN OF VINTON, VIRGINIA

By _____
Christopher S. Lawrence, Town Manager



061.13-03-46.00-0000

061.13-03-82.00-0000

061.13-03-83.00-0000

061.13-03-80.00-0000

061.13-03-78.00-0000

061.13-03-46.00-0000

061.13-02-51.00-0000

RB

061.13-03-82.00-0000

061.13-03-83.00-0000

061.13-03-80.00-0000

061.13-03-78.00-0000

Approx. 95 ft.

WASHINGTON AVE

061.13-04-18.00-0000

GB

061.13-04-20.00-0000

061.13-04-53.00-0000

061.13-04-22.01-000 S PRESTON RD

TO: TOWN MANAGER'S OFFICE
FROM: Public Works Director
DATE: September 12, 2011
SUBJECT: Appropriate Funds to Repair Public Works Dump Truck

ISSUE/PURPOSE: To request appropriation of funds, received from insurance carrier, to repair a dump truck damaged by a private vehicle.

BACKGROUND: In June 2011, a Public Works dump truck was parked in the intersection of S. Pollard Street and Cleveland Ave. in Vinton. The intersection was closed to repair a stormwater collection line that failed during an intense, heavy rainfall. The privately owned vehicle operator apparently lost control of their vehicle, ran through barricades at an extremely high rate of speed and crashed in to the dump truck causing over \$13,000 damage.

The Town received reimbursement from our insurance carrier, Virginia Municipal League. In order to pay for repairs, the funds need to be appropriated to the proper Public Works budget expense account. This is essentially an accounting administration pass-through of funds.

The funds will be appropriated from the Recoveries and Rebates account, where the funds from the insurance company were credited.

ACTION REQUESTED: Town Council approve the resolution to appropriate funds for the purpose described herein.

CITIZENS COMMENTS: Not Applicable.

DATE ACTION NEEDED: September 20, 2011

ATTACHMENT: Resolution

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 20, 2011 AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

WHEREAS, the Town of Vinton received revenue in the amount below and it was posted in the referenced Revenue Account in the General Fund; and

WHEREAS, the revenue was received from the Town's insurance carrier, Virginia Municipal League, as settlement for damage to a dump truck caused by a privately owned vehicle; and

WHEREAS, the funds need to be appropriated to the Utility Fund expenditure account as detailed in the current budget to properly reflect the source of funds for this expense.

NOW THEREFORE, BE IT RESOLVED, that the Vinton Town Council does hereby make an additional appropriation in addition to the annual budgetary appropriation for the fiscal year ending June 30, 2012, as follows:

From: 200.1901.001 Recoveries & Rebates –VML Insurance \$13,377.14

To: 300.9500.304 Wastewater System Maintenance – M & R Equipment \$13,377.14

Motion made by Council Member _____ and seconded by Council Member _____, with the following votes recorded:

AYES:

NAYS:

ABSENT:

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk