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

Council in the Neighborhood Meeting
Living Water Baptist Church of Vinton
Tuesday, October 18, 2011

AGENDA
Consideration of:

A. 6:30 p.m. - WELCOME

B. CONDUCT NEIGHBORHOOD MEETING FOR MIDWAY COMMUNITY

1. Update and presentation on the SERC Program – Rick Sheets and Alfred Chevalier with TAP

2. Update on riparian buffer

C. 7:15 p.m. - ROLL CALL AND ESTABLISHMENT OF A QUORUM

D. MOMENT OF SILENCE

E. PLEDGE OF ALLEGIANCE TO THE U. S. FLAG

F. CONSENT AGENDA

1. Consider approval of minutes for Council Meeting of October 4, 2011.

G. AWARDS, RECOGNITIONS, PRESENTATIONS

1. Officer of the Month for September, 2011 – Detective Sergeant Valerie L. Cummings

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

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 MEETINGS:

- October 25, 2011 – 6:00 p.m. – **Joint Town Council/Planning Commission Meeting – Vinton War Memorial**
- November 1, 2011 – 7:00 p.m. – **Regular Council Meeting – Council Chambers**

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, OCTOBER 4, 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 Matthew S. Hare William W. Nance
MEMBER ABSENT:	Carolyn D. Fidler
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 Director Lauren Hodges, Facilities Manager Barry Thompson, Finance Director/Treasurer Joey Hiner, Assistant Public Works Director Mary Beth Layman, Special Program Coordinator Consuella Caudill, Assistant Town Manager/Economic Development Manager

The Mayor called the meeting to order at 6:30 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 Mayor advised that Council needed to go into a Closed Meeting pursuant to Section 2.2-3711 (A) (7) of the Code of Virginia, as amended, for consultation with legal counsel. On motion by Mr. Altice, seconded by Mr. Hare, with a vote of 4-0, Council went into Closed Meeting at 6:30 p.m. At 7:00 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. Hare, with a 4-0 vote.	
Rev. William Booth, of Vinton Baptist Church, had the invocation and Mr. Altice led the Pledge of Allegiance to the U.S. Flag.	
Under consent agenda, upon motion by Mr. Nance, seconded by Mr. Altice, with a 4-0 vote, Council approved the minutes as presented.	Approved minutes of September 15, 2011 and September 20, 2011
The Town Manager commented on the recent employee appreciation lunch and expressed his thanks to the employee committee that put the event together as well as the Council members who were able to attend.	

The next item on the agenda was to conduct a Public Hearing on the Regional Water Supply Plan. The Mayor declared the Public Hearing open.

Michael Kennedy made brief comments on the purpose for creating the Regional Water Supply Plan. The Town elected to participate in a Regional Plan that was coordinated with the Roanoke Valley Alleghany Regional Commission with 11 other jurisdictions. The Plan was completed in 2010 and submitted to the DEQ for preliminary review. The next step is for all of the 11 jurisdictions to adopt the plan so it can be submitted by November 2, 2011 back to the DEQ. We will be required to review our data every five years and update the plan every 10 years. If Council approves, it will be indicating its support of the Plan, but not committing the Town to participate in any recommended future projects.

Mr. Tom Rotenberry of AEP asked if the 7.8 million deficit for the entire region is a present or future deficit. Mr. Kennedy clarified that is a projected deficit in the year 2060.

Hearing no public comment, the Mayor closed the Public Hearing. Upon motion by Mr. Altice, seconded by Mr. Nance, with 4-0 vote, Council adopted the Resolution approving the Regional Water Supply Plan as presented.

Adopted Resolution No. 1942 approving the Regional Water Supply Plan.

The next item on the agenda related to appropriating funds to make the first down payment of $100,000 to Roanoke County for our part of the acquisition of real estate for the future Roanoke County Vinton Branch Library. Upon motion by Mr. Hare, seconded by Mr. Nance, with 4-0 vote, Council adopted the Resolution as presented.

Adopted Resolution No. 1943 approving the appropriating funds to make the first down payment of $100,000 to Roanoke County for our part of the acquisition of real estate for the future Roanoke County Vinton Branch Library

The Town Manager updated Council on offers to purchase rights-of-way easements for Appalachian Power Company's (AEP) Huntington Court Transmission Line. In November of 2009 Council approved the preferred route and AEP has been in the process of surveying all the public and private properties and getting appraisals. There are six properties that the Town owns that are outside their normal rights-of-way that AEP is allowed to go through pursuant to their franchise. The purchase price totals approximately $90,000.00. He then introduced Tom Rotenberry and Marianne Huddleston from AEP who were present to answer any questions.

The Town Manager pointed out that one of these easements is on Walnut Avenue property which was purchased as a flood mitigation and permission has been granted by FEMA and AEP will have to design around that area. Another issue is a future greenway that will be connected to Tinker Creek Greenway and those details needed to be worked out. Council is not being asked to take any action at this meeting, but will be brought back for consideration at a future meeting.

Mr. Nance and Mr. Hare commented about the easements as they relate to future greenways. Mr. Rotenberry indicated that the Town will still own the properties and can continue to use them. Mr. Hare asked the size of the towers and Mr. Rotenberry answered they are steel poles, roughly 100 feet tall. The easements will provide for 80 feet, 40 feet on either side of the line.

Mr. Nance asked if the appraisals were done by an independent appraiser and Ms. Huddleston indicated the appraisals were not done by an AEP employee. Mr. Hare asked if the poles would be another roosting spot for buzzards or vultures. Mr. Rotenberry indicated the structure was one single pole with three floppy arms and showed a picture to Council. This line is being installed for reliability and does not bring any extra power into the area.

The Town Manager commented on the next presentation of the War Memorial Business Plan. This is a topic that came up through the budget discussions and a committee was created to review the current plan and report back to Council.

Lauren Hodges expressed her thanks to the committee and then gave a Power Point presentation. The committee was tasked with producing viable ways to increase revenue and decrease the expenditures of the Vinton War Memorial with the ultimate goal of becoming as close to being self-sufficient as possible.

The ideas for increasing revenue were catering, adding and packaging services, hosting community events, discontinuing the environmental discount and selling War Memorial merchandise. Mrs. Hodges reviewed each of the suggested ideas and referred Council to the detailed report that they were furnished.

Mr. Nance asked what the timeline would be for reviewing all the materials and the Town Manager indicated that he wanted to get initial thoughts from Council and then bring back at a later meeting.

Mr. Hare asked the reason that the business plan changed from inside catering to outside catering. The Mayor answered that when the remodeling was being considered, it was thought that the use of outside caterers would give a source of revenue, create flexibility and help with the ease of operation. Also, it was indicated that outside caterers could bring business to the War Memorial. Mrs. Hodges indicated that some caterers had brought business to the War Memorial, but only a few.

The Mayor commented that he felt a lot of the loss was blamed on food preparation, but there were other costs involved such as utilities, etc. and asked if there is a recommendation from staff.

The Town Manager replied that the recommendation is to bring catering back inside if we want the opportunity to make more

money and reduce the subsidy. However, the risk is going back to hiring staff, buying all the food and making enough profit to cover the extra costs.

The ideas to decrease expenditures are putting expired contracts back out to bid for janitorial services, discontinuing the mat and mop service, tightly controlling printing costs and use of low-cost marketing/advertising and promotions. Mrs. Hodges commented on each idea.

The impact on budgeting was reviewed and information was presented on two community-owned facilities for some comparison and the Town Manager made further comments. The question is will the War Memorial be self-sustainable and if it is, how do we get there and if not, we need to all have accurate expectations. The opportunity to make more money brings more risks.

Mr. Hare asked if outsourcing the War Memorial was considered and Mrs. Hodges indicated they did not look at that option. She stated that would change the purpose of the facility to a for-profit building and not a community building, so they did not pursue that option. Mr. Hare indicated that this is not a core service as opposed to other services we provide in relation to our budget.

The Mayor thanked the committee for all the work and asked about a decrease in events during the week. Mrs. Hodges indicated that since the reopening of the War Memorial that the week days are not busy and they would have to be a lot busier to make up the difference.

Mr. Hare asked what the current debt service is for the War Memorial and the Finance Director indicated it is $264,000. The Town Manager indicated that figure is not included in the operating costs.

Mr. Nance asked about the current catering list and has it turned away some business. Mrs. Hodges indicated that it has not been significant. There were eight caterers before and now there are nine. There are three that they see more frequent and caterers not on the approved list can be used, but a fee is charged. Mrs. Hodges asked what other comments have Council Members heard about the catering list.

The Mayor indicated that two companies had indicated at some point that they were not good enough to come to Vinton and one is now on the list. Other people have complained that they should be able to use their own caterer and that it is too expensive. His concern is not the prices but the way we are marketing the facility. Also, a lot of the civic groups and local clubs felt like they were pushed out, but we were giving the service away by not charging.

He supports the creating of businesses in Town and he thinks we should not be in competition with the local caterers. Mrs. Hodges said the recommendations were financially based.

The Town Manager indicated he would follow up with Council individually and then decide a time to bring back to a meeting.

The Mayor mentioned the State of the Town meeting is coming up and asked for any input on his topic of "Community Partnerships". The Town Manager requested that Council let him know of any particular individuals they would like to be invited. The Mayor commented that he had spoken with the Contractor who is working on the new Family Dollar Store and he complimented the Town staff who worked with him on getting his license and permits and was very appreciative.

Mr. Hare gave a report from the Finance Committee. He indicated we are almost on target, within $90,000. Expenditures are currently running under $221,000 and some of this is due to the timing. The Utility Fund is currently doing well. Upon motion by Mr. Altice, seconded by Mayor Grose, with 4-0 vote, Council approved the August 31, 2011 financial report as presented.

Approved the August 31, 2011 financial report

Comments from Council Members – Mr. Nance apologized for not being able to make it to the Employee Appreciation Picnic.

The Town Manager commented on the upcoming Council in the Neighborhood meetings, the first of which to be the next regular Council meeting on October 18, 2011 at the Living Water Baptist Church for the Midway community. He asks that Council and staff arrive at 6:00 p.m. for a walking tour of the community prior to the meeting. The next meeting will be November 15, 2011 at the Craig Recreation Center for the Gladetown community. The other two will be in February at W.E. Cundiff Elementary and in March at H.L. Horn Elementary.

Everyone was reminded of the Fall Festival on Saturday, October 8, 2011 from 10:00 a.m. until 4:00 p.m. Mary Beth handed out brochures.

Upon motion by Mr. Nance, seconded by Mr. Hare, with a 4-0 vote, the meeting was adjourned at 8:52 p.m.

APPROVED:

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Bradley E. Grose, Mayor

ATTEST:

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Susan N. Johnson, Town Clerk

Vinton Police Department

311 SOUTH POLLARD STREET
VINTON, VIRGINIA 24179

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

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BENJAMIN L. COOK
CHIEF OF POLICE

To: Valerie L. Cummings, Detective Sergeant

From: Benjamin L. Cook, Chief of Police BLC

Date: October 10, 2011

Subject: Officer of the Month – September 2011

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

On September 3, 2011, there was an armed robbery which occurred at the Stop In store located at 104 Gus Nicks Blvd. While investigating this incident, a call was received from an address near the Stop In store reporting a possible abduction of an adult female. After collecting information from both locations, it was determined that the two incidents were most likely related.

Over the next few days, you conducted an extensive (and exhaustive) investigation to put both cases together. This involved many interviews and interaction with other jurisdictions and within a day of the incident, warrants were obtained for both suspects for the robbery. They were both arrested in Spotsylvania County a few days later. It was also determined that the alleged abduction was not factual as reported, and an adult female was charged with obstruction of justice.

Your diligent investigation of these two cases and tireless work resulted in warrants being obtained and the apprehension of these dangerous criminals. Your dedication and professionalism is much appreciated. Keep up the good work!