



**Vinton Town Council
Regular Meeting
Council Chambers
311 South Pollard Street
Tuesday, July 3, 2012**

AGENDA

Consideration of:

- A. 7:00 p.m. - ROLL CALL AND ESTABLISHMENT OF A QUORUM**
- B. MOMENT OF SILENCE**
- C. PLEDGE OF ALLEGIANCE TO THE U. S. FLAG**
- D. INVESTURE SERVICE**
 1. Town Clerk administers Oath of Office to:
 - a. Newly-elected Council Member – Irvin Douglas (Doug) Adams, Jr.
 - b. Re-elected Council Member – William (Wes) Nance
 - c. Re-elected Mayor – Bradley E. Grose
 2. Mayor calls for nominations for Vice Mayor
 - a. Town Clerk administers Oath of Office to Vice Mayor
 3. Consider establishing regular meeting schedule
 4. Consider establishing Council in the Neighborhood Meeting schedule
- E. APPOINTMENTS:**
 1. Council-appointed Officers
 - a. Christopher S. Lawrence, Town Manager
 - b. Susan N. Johnson, Town Clerk
 - c. Barry W. Thompson, Finance Director/Treasurer
 - d. Benjamin L. Cook, Chief of Police
 - e. Elizabeth K. Dillon, Town Attorney

2. Council-appointed Committees
 - a. Public Works Committee
 - b. Public Safety Committee
 - c. Finance Committee
3. VML Policy Committee
 - a. Community & Economic Development

F. CONSENT AGENDA

1. Consider approval of minutes for the Council Regular Meeting of June 19, 2012.

G. AWARDS, RECOGNITIONS, PRESENTATIONS

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

ITEMS REQUIRING ACTION - OLD BUSINESS

1. Consider approval of the final location of the electronic message board monument sign at the intersection of Washington Avenue and Bypass Road.
2. Consider adoption of a Resolution appropriating funds for the replacement of the Fire and EMS Department building's water chiller.

BRIEFING

3. Update on Tinker Creek Wastewater Interceptor Line Project.

K. MAYOR

L. COUNCIL

1. Financial Report for May 2012

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 COMMITTEE/TOWN COUNCIL MEETINGS:

- July 17, 2012- 7:00 p.m. - Regular Meeting - Council Chambers
- August 6, 2012 - 5:30 p.m. – Finance Committee Meeting – Finance Department Conference Room
- August 7, 2012 - 6:00 p.m. – National Night Out – Farmer's Market

VINTON TOWN COUNCIL
MEETING SCHEDULE FOR 2012-2013

July 3, 2012
July 17, 2012

August 7, 2012 (National Night Out)
August 21, 2012

September 4, 2012
September 18, 2012

October 2, 2012
October 16, 2012

November 6, 2012
November 20, 2012

December 4, 2012
December 18, 2012

January 2, 2013 (New Year's Day on 1st)
January 15, 2013

February 5, 2013
February 19, 2013

March 5, 2013
March 19, 2013

April 2, 2013
April 16, 2013

May 7, 2013
May 21, 2013

June 4, 2013
June 18, 2013

PROPOSED
COUNCIL IN THE NEIGHBORHOOD SCHEDULE

Suggested Dates

October 16, 2012

January 15, 2013

April 16, 2013

June 18, 2013

Suggested locations

Living Waters Church – Midway community

Craig Center – Gladetown community

War Memorial/VFW Building/Moose Lodge – Cundiff Elementary area and Horn Elementary area

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:15 P.M. ON TUESDAY, JUNE 19, 2012, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

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

MEMBER ELECT PRESENT: Doug Adams

STAFF PRESENT: Christopher S. Lawrence, Town Manager
Susan N. Johnson, Town Clerk
Theresa Fontana, Town Attorney
Stephanie Dearing, Human Resources Director
Chris Linkous, Fire/EMS Captain
Barry Thompson, Finance Director/Treasurer
Gary Woodson, Public Works Director
Ben Cook, Police Chief
Mary Beth Layman, Special Programs Director
Anita McMillan, Planning & Zoning Director
Lauren Hodges, Facility Manager
Joey Hiner, Assistant Public Works Director

The Mayor welcomed everyone to the Recognition Ceremony honoring Vice Mayor Fidler. The Mayor then read a proclamation for Vice Mayor Fidler which was presented to her along with a clock and gift from Council. The Town Manager made comments and then presented her with a framed "Our Town" poster from the Town staff. After comments from Ms. Fidler, the Mayor then opened the floor and comments were received from Dick Cranwell, Barney Arthur, Patricia Puller and other Council members.

The Mayor next called the regular meeting to order at 7:30 p.m. The Town Clerk called the roll with Council Member Altice, Council Member Hare, Council Member Nance, Vice Mayor Fidler, and Mayor Grose present.

The Mayor welcomed those in attendance. After a Moment of Silence, Mr. Altice led the Pledge of Allegiance to the U.S. Flag.

Mr. Nance made a motion to approve the consent agenda as presented; the motion was seconded by Mr. Altice and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) - Altice, Hare, Nance, Fidler, Grose; Nays (0) - None.

Roll Call

Approved minutes of June 5, 2012, Resolution No. 1972 re-appointing Bradley E. Grose to the Roanoke Valley Alleghany Regional Commission and Resolution No. 1973 re-appointing Janet Scheid to the Roanoke Valley Greenway Commission

Mr. Nance read a letter from Chief Cook naming Officer Stephen Foutz as Officer of the month for May.

The next item on the agenda was a report on synthetic drug enforcement activities. Chief Cook made comments about the current epidemic with synthetic drug use (also bath salts) and how it is affecting localities nationwide. All the area police chiefs have developed a partnership with State and Federal law enforcement agencies along with other agencies to try through direct enforcement and education to get the drug off the street.

The next item on the agenda was consideration of a Resolution awarding a bid and executing a contract to replace the water chiller at the Vinton Fire and EMS Building. The Town Manager commented that we have been working on two HVAC replacement projects, one for Public Works and one for the Fire and EMS Building. The projects were put out to bid and we were successful with the chiller replacement for the Fire and EMS Building. The Resolution approves awarding that bid and a contract to Valley Boiler & Mechanical to replace the chiller, reworking of the mechanical room and a service contract. The Public Works project still came in over budget and that will be brought back to Council for consideration at a later date.

The Town Manager indicated that a Resolution will be presented to Vice Mayor Fidler made a motion to approve the Resolution as presented; the motion was seconded by Mr. Nance and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) - Altice, Hare, Nance, Fidler, Grose; Nays (0) - None.

The next item was to consider a Resolution authorizing the transferring of funds to close out the Capital Improvement Fund (CIP). Barry Thompson explained that a balance has been showing in the CIP fund for several years and the auditors requested this action by Council to close out the CIP fund. Mr. Hare made a motion to approve the Resolution as presented; the motion was seconded by Vice Mayor Fidler and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) - Altice, Hare, Nance, Fidler, Grose; Nays (0) - None.

The next item was an update on the electronic Council agenda proposal. The Town Manager indicated that he had been asked to evaluate and provide Council with a proposal of moving to electronic Council agendas. The best course of action is to use the iPad. There would be a savings of \$1,000 in direct costs, but the most savings

Approved Resolution No. 1974 awarding a bid and authorizing the Town Manager to execute a contract with Valley Boiler & Mechanical to replace the water chiller at the Vinton Fire and EMS Building

Adopted Resolution No. 1975 authorizing the Town Treasurer/ Finance Director to transfer funds to close out the Capital Improvement Fund (CIP)

would be recognized in the time involved in the preparation of the agenda package and the delivery time involved by the Police Department.

Under a State contract, the iPads would run \$535.97 each, which includes the iPad 2 Wi-Fi + 3G for Verizon plus a folio case and we would need to purchase three (3) for Council and one for the Town Clerk. Two Council Members currently have their own iPad. Roanoke County, who handles our IT account, is fine with the purchase of the iPads and the only thing required will be for each individual to sign an Agreement to access the Town's email on the iPad. There are funds in the FY2011-2012 budget and the Town Manager is requesting approval from Council to proceed.

Mr. Nance asked about the Town incurring a monthly service fee for wireless internet service and the Town Manager responded that he did not think we would need to incur that cost. The Mayor commented that he would use his personal wireless service at home and Mr. Hare indicated he would not use 3G, but he needed to have something to use other than his business computer and the Mayor agreed. Vice Mayor Fidler made a motion to move ahead with the purchase of the iPads and electronic agendas; the motion was seconded by Mr. Hare and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) - Altice, Hare, Nance, Fidler, Grose; Nays (0) - None.

Approved purchase of iPads and proposal to move to electronic agendas

The Mayor announced that the Town has been awarded a \$700,000 Downtown and Economic Revitalization Grant from the 2012 Community Development Block Grant (CDBG) by the Virginia Department of Housing and Community Development (VA DHCD) and expressed thanks to Town staff, the Downtown Management Team and citizens for the part they played over the past three years in the applications for this grant. The Town Manager then mentioned some key areas that have been targeted for revitalization with the grant funds.

Mr. Thompson announced that the Treasurer's Association of Virginia is meeting in the Roanoke Valley from June 20-22 and the welcoming reception will be held at the War Memorial hosted by the Town. Mr. Thompson also announced that he has been selected as one of two Town Treasurers to serve on an advisory board for an Investment Pool with VML/VACo.

Anita McMillan announced that the Regional Commission would be hosting a stormwater meeting on June 28th at 3:00 p.m.

The Mayor commented that Council needs to be checking their schedules to come up with a date for a Council retreat in late summer or early fall and to be thinking about any items for the agenda. He also congratulated the Vinton Chamber for the good turn-out at the Mingle at the Market.

Comments from Council—Mr. Nance also congratulated the Chamber for the successful Mingle at the Market and mentioned that Chief Cook has invited local law enforcement officers and commonwealth attorneys to the War Memorial on June 29th.

Chief Cook announced a Bike Rodeo event at Vinton Baptist Church on Saturday, June 23rd, from 10-2 and Mary Beth Layman announced that Shake, Bake and Sprout would also be going on at the same time at the Farmer's Market.

Vice Mayor Fidler moved that the regular meeting be adjourned, the motion was seconded by Mr. Hare and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) - Altice, Hare, Nance, Fidler, Grose; Nays (0) – None. The regular meeting was adjourned at 8:41 p.m.

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk

TOWN OF VINTON

311 S. Pollard Street • Vinton, VA 24179

PERMIT NO. _____

DATE 4/11/12

PERMIT FOR:

ZONING () Value \$ _____ Fee \$ _____
SIGN (✓) Value \$ 28,150 Fee \$ _____
OTHER () Value \$ _____ Fee \$ _____
Total Fee \$ _____

VALID BUSINESS LICENSE?

License #: 1000 242 63
Locality: ROANOKE COUNTY
(Require local license if value over \$25,000)

PROPERTY OWNER: _____

APPLICANT: BUDGET SIGNS LLC

PERMIT FOR: (include dimensions) MESSAGE MARQUEE w/sign for William Byrd High School Off Campus - 6'0AH x 8' WIDTH

(✓) New () Alteration () Addition () Accessory Bldg. () New Business () Home Occupation

ADDRESS CORNER OF BYPASS AVENUE AND WASHINGTON AVENUE IN VINTON

LOT _____ BLOCK _____ SECTION _____ SUBDIVISION _____

ZONING DISTRICT _____ TAX MAP # _____

INFORMATION ON APPLICANT:

Name BUDGET SIGNS LLC

Mailing Address, City, State, Zip 3148 Williamson Rd. Roanoke VA 24012

Telephone # 540-362-2043 Cell # _____

State License 2705 063044 A Expires 5-31-2013

VERIFICATION OF RESPONSIBILITY, SERVICE AND CONNECTIONS:

Water _____ Sewer _____
(Developer assures finished floor elevation is accessible to sanitary sewer)

Solid Waste _____ Storm Drainage _____

Erosion and Sediment Control _____

I hereby submit this application for said permit, and certify that I will observe all requirements of the Code of the Town of Vinton and any Federal, State, and Local laws. Charlotte Eakin

Owner or Authorized Applicant

Approved By: _____

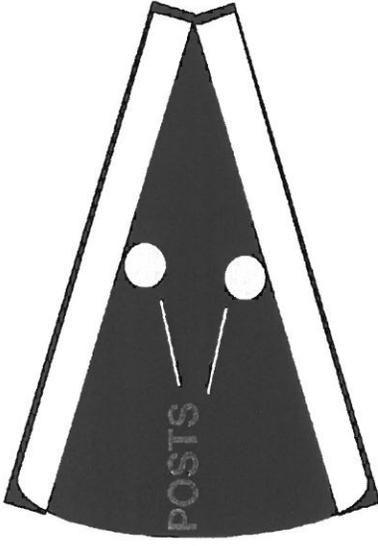
For questions on BUILDING CODE call (540) 772-2065

For questions on ZONING call (540) 983-0601

COPY DISTRIBUTION:

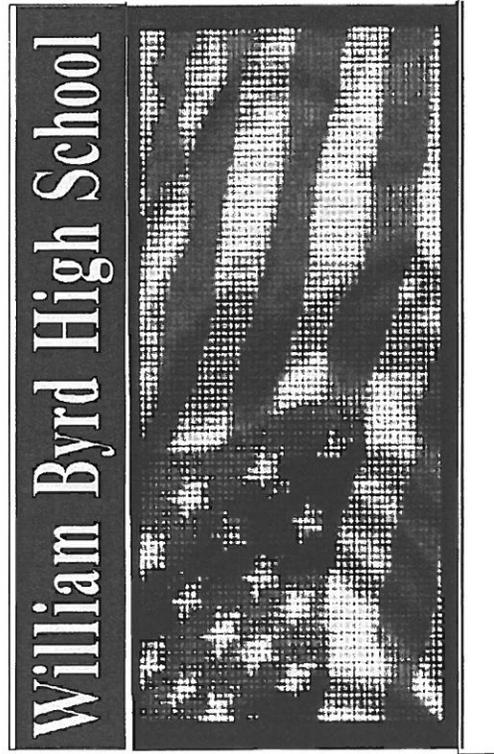
1. White - Planning Copy 2. Yellow - Applicant Copy 3. Pink - Treasurer Copy

SIGN MOUNTED IN V-SHAPE
ON CONCRETE FOOTING



6" SCHEDULE 40 STEEL

8'0"



18"
6'0" 3'10"

DAKTRONICS FULL COLOR
MASTER/SLAVE
20MM RGB 48 X 112 PIXELS
ELECTRONIC MESSAGE BOARD

MONUMENT SIGN WITH FULL COLOR
ELECTRONIC MESSAGE BOARD

MAY 3, 2012

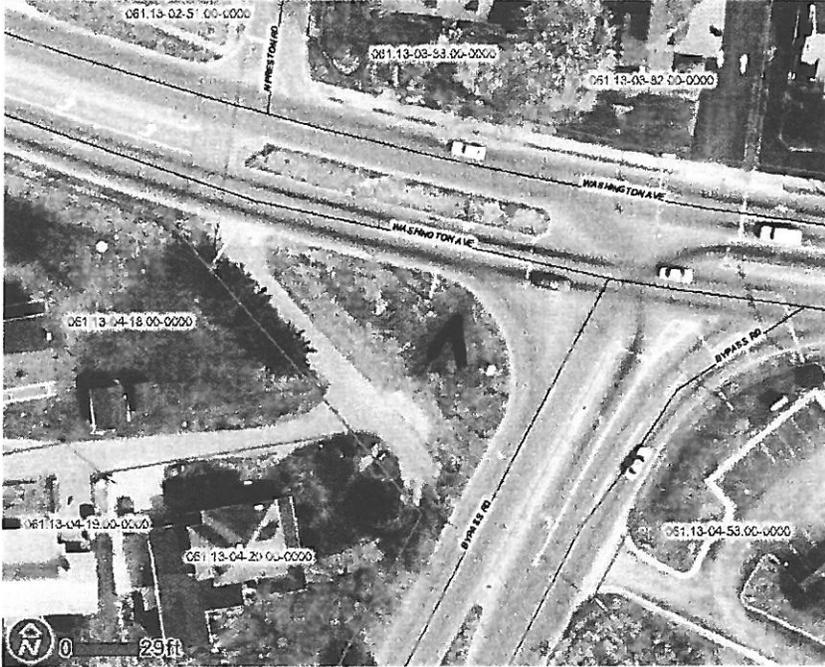
WILLIAM BYRD HIGH SCHOOL
ROANOKE COUNTY PUBLIC SCHOOLS
VINTON, VA

budget
CRANE & SIGN SERVICE
SIGNS OF ALL TYPES

540-362-2043
3122 Williamson Road
Roanoke, VA 24012



Roanoke County, VA - Mon Jun 11 2012



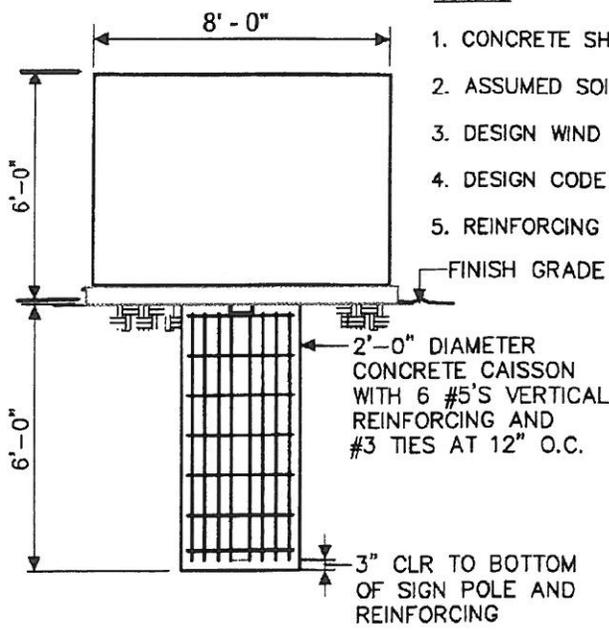
- ▣ Parcels (highlight)
- Parcel ID Text
- Roads
 - ▬ Parkway
 - ▬ Interstate
 - ▬ Major Road
 - ▬ Minor Road
 - ▬ Named Driveway/Private Road
 - ▬ Landhooks
- ▭ Parcels
- Aerial Photography (2008)
- Town of Vinton
- City of Roanoke
- City of Salem
- County of Roanoke

PLACEMENT OF MESSAGE MARQUEE
w/sign FOR WILLIAM BYRD HIGH SCHOOL
OFF CAMPUS



NOTES:

1. CONCRETE SHALL BE 3000 PSI AT 28 DAYS.
2. ASSUMED SOIL BEARING CAPACITY = 1500 PSF.
3. DESIGN WIND SPEED = 90 MPH.
4. DESIGN CODE = 2006 IBC.
5. REINFORCING STEEL = ASTM A615, GRADE 60.



ELEVATION VIEW

NO SCALE

**SIGN FOUNDATION FOR
WILLIAM BYRD HIGH SCHOOL
OFF CAMPUS MESSAGE MARQUEE**

DAY & KINDER CONSULTING ENGINEERS, PLLC
 P.O. BOX 2018 • 3536 BRAMBLETON AVE., SUITE 4 • ROANOKE, VIRGINIA 24018
 PHONE: 540-774-5706 • FAX: 540-772-3266 • EMAIL: info@daymkinder.com
 COM NO 10-245

SHEET NO.
S1

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding made this 27 day of October, 2011, by and between the Roanoke County School Board ("School Board") and the Town of Vinton, Virginia ("Town").

The School Board and the Town agree as follows:

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 and Sec. 5-43.1(d). This final location must be approved by Town Council prior to construction.

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

1. Maximum size of the sign, to include its base, will be 6-feet in height and 8-feet in width as measured in conformance with the definition of "sign area" in the Town Code, Appendix B, Sec. 5-41(20).
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 completion of the installation of the sign.
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.

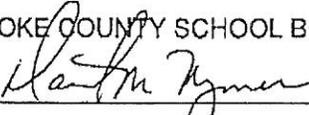
6. The School Board will manage the sign message board content and agrees to allow public announcements from the Town of Vinton and the Vinton Area Chamber of Commerce. Announcements will meet School Board policies.
7. The message board lighting shall conform to all Town sign standards, including intensity 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. The following properties are located behind the sign:
 - a. Parcel ID 061.13-04-17.00-0000
 - b. Parcel ID 061.13-04-18.00-0000
 - c. Parcel ID 061.13-04-19.00-0000
 - d. Parcel ID 061.13-04-20.00.0000

If any of these adjacent properties are redeveloped for commercial use and the Town makes a determination that the right-of-way is required for said commercial development, the sign shall 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, public safety, 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.

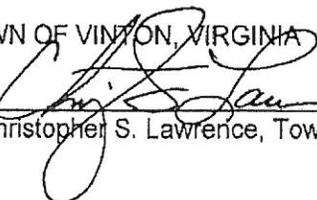
IN WITNESS WHEREOF, the undersigned have executed this Memorandum of Understanding on the day and year first above written.

ROANOKE COUNTY SCHOOL BOARD

By 

DAVID M. WYMER, Chm. Roanoke County Schools
Printed Name and Title

TOWN OF VINTON, VIRGINIA

By 
Christopher S. Lawrence, Town Manager

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, JULY 3, 2012 AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

WHEREAS, a contract was awarded on June 19, 2012, to Valley Boiler & Mechanical, Inc. of Roanoke, Virginia, in the total amount of \$65,575.00 to replace the Fire and EMS Department building's water chiller; and

WHEREAS, the funds need to be appropriated to the Fire & EMS Special Projects expenditure account as detailed in the current budget to properly reflect the source of funds for this project.

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:	200.29900	Unappropriated Fund Balance	\$65,575.00
To:	200.3205.722	Special Projects	\$65,575.00

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