

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, JUNE 19, 2018, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

MEMBERS PRESENT: Bradley E. Grose, Mayor
Matthew S. Hare, Vice Mayor
Keith N. Liles
Sabrina McCarty
Janet Scheid

STAFF PRESENT: Barry W. Thompson, Town Manager
Susan N. Johnson, Executive Assistant/Town Clerk
Theresa Fontana, Town Attorney
Anne Cantrell, Treasurer/Finance Director
Pete Peters, Assistant Town Manager/Director of Economic Development
Tom Foster, Police Chief
Anita McMillan, Planning & Zoning Director
Joey Hiner, Public Works Director
William Herndon, Assistant Public Works Director

The Mayor called the regular meeting to order at 7:15 p.m. The Town Clerk called the roll with Council Member Liles, Council Member McCarty, Council Member Scheid, Vice Mayor Hare and Mayor Grose present.

Roll call

After a Moment of Silence, members of Vice Mayor Hare's family led the Pledge of Allegiance to the U.S. Flag.

Under upcoming community events, Council Member McCarty announced the following: June 22 – Event Zone Party at the Park with Legacy Motown; July 14 – Mingle at the Market with Low Low Chariot & Rutledge; Trivia Thursdays each week at Twin Creeks Brewery and the Dresser continues to play at the Star City Playhouse through June 24th.

Vice Mayor Hare made a motion to approve the Consent Agenda as presented; the motion was seconded by Council Member Scheid and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Liles, McCarty, Scheid, Hare, Grose; Nays (0) – None.

Adopted Resolution No. 2250 appropriating funds in the amount of \$1,362.40 received for scrap metal to the Public Works budget; adopted Resolution No. 2251 appropriating funds in the amount of \$1,403.92 for the receipt of an insurance claim made on the Knuckle Boom Truck (PW 29) of the Public Works Department; adopted Resolution No. 2252 appropriating funds in the amount of \$6,800.00 received from an insurance claim to the Police Department budget

The next item on the agenda was a report on the Vinton Volunteer First Aid Crew for May 2018. Chief Guffey reviewed his report which was a part of the agenda package and is on file in the Town Clerk's Office as a part of the permanent record. Chief Guffey next commented that the Crew won the 2018 Western Virginia EMS award for Outstanding EMS Agency and reported that they will be getting an ATV which will be paid for 100% by Roanoke County. He also reminded Council to RSVP for the installation dinner on June 28th.

The next item on the agenda was a report on the Vinton Volunteer Fire Department for May 2018. Chief Oakes first commented that a new member started the first of the month and there are two in the physical process and another one in the application process. Chief Oakes next introduced the new member, Jonathan Parker.

Chief Oakes next commented they have loaned their fire truck to Mount Pleasant due to the County being down several trucks, which has affected the hours for the month. He then reviewed his report which was a part of the agenda package and is on file in the Town Clerk's Office as a part of the permanent record. With regard to the new banner, it has been received and they will be placing it at the entrances to the Town on a rotation basis.

Vice Mayor Hare asked about the ladder truck and the Town Manager commented that it is out of service. Chief Oakes commented that they have run the brush truck when needed.

The next item on the agenda was consideration of public comments concerning the proposed granting of a lease to The Advancement Foundation for a portion (upper level) of certain Town property located at 227 South Pollard Street identified as 060.15-07-38.01-0000 in the Town of Vinton, Virginia, said lease to be for a one-year period with the option to renew said lease for no more than four additional one-year renewal terms. The Mayor opened the Public Hearing at 7:39 p.m.

Public Hearing opened

Pete Peters commented that as previously briefed at the May 1st meeting, Council authorized the extension of the existing lease to June 30th to get on a fiscal year basis. Council has a Resolution authorizing the Town to enter into a new Lease Agreement for one year with a possible four one-year renewals. The majority of the Lease remains the same as in previous versions with the exception that The Advancement Foundation will

be responsible for one-half of the utilities for the actual billing for electricity, gas, water and sewer charges. Staff recommended authorizing the Town Manager to execute the new Lease. Mayor Hare commented that this is of great benefit to the community and the Valley and far exceeds anything we could ever do with that building.

Hearing no further comments, the Mayor closed the Public Hearing at 7:40 p.m.

Council Member Scheid made a motion to adopt the Resolution as presented; the motion was seconded by Council Member McCarty and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Liles, McCarty, Scheid, Hare, Grose; Nays (0) – None.

The next item on the agenda was an update on the Virginia Department of Transportation (VDOT)-funded projects. Mr. Jay Guy, Program Manager for VDOT, reviewed three handouts that were provided to Council, the Main Courses of Federal and State Funding Programs, diagram of the two-year funding cycle and the Six-Year Improvement Program projects for the Town.

In response to a question regarding the funding the Town has applied for, Anita McMillan commented that Glade Creek Greenway Phase I was Revenue Sharing; Phase II was TA; Walnut Avenue from 5th Street to the Roanoke City limits was the first RSTP, which we submitted for Tinker Creek Bridge but refocused that project to bike and pedestrian lanes. The recent one that should be approved in July is from Lee Avenue to First Street for TA funds and the pedestrian crosswalk on Hardy Road is HSIP funds. The pre-application for Smart Scale funds on Walnut Avenue from 1st Street to 5th Street for Walnut Avenue was completed and we will be submitting our application in August.

Vice Mayor Hare asked about using the Recreational Access Program for Greenways. Mr. Guy responded that program is only for parks that do not already have access. Vice Mayor Hare next asked Joey Hiner if we have ever used the State of Good Repair or Revenue Sharing for main roads and Mr. Hiner responded those funds could only be used for Route 24.

In response to a question about Mountain View Road, Mr. Hiner commented that he will be scheduling a meeting with VDOT representatives. The Town

Public Hearing closed

Adopted Resolution No. 2253 granting of a lease to The Advancement Foundation for a portion (upper level) of certain Town property located at 227 South Pollard Street identified as 060.15-07-38.01-0000 in the Town of Vinton, Virginia

Manager commented that applied for Revenue Sharing funds, but we did not score high enough. We want VDOT to come out and look at the condition of the road and make some suggestions on funding. Further discussion was had regarding Mountain View Road.

The next item on the agenda was an update on the Vinton Historical Society and the Vinton Museum. Doug Forbes first commented that the Museum has over 4,000 items on display with limited space. They have six volunteers made up of college and high school students for the next two months. They are trying to get an inventory on the computer in the next two years if they can get enough volunteers. They are also digitizing the obituaries into a database as a source for those doing genealogy studies.

Mr. Forbes next commented that the Historical Society raised enough funds to put new windows in Museum last year. They now have enough money to re-wire the entire house and bring it up to current code. If Council would give them permission, they would start getting bids.

Vice Mayor Hare made a motion to allow the Vinton Historical Society to modify the Museum by rewiring to meet current electrical codes; the motion was seconded by Council Member Liles and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Liles, McCarty, Scheid, Hare, Grose; Nays (0) – None.

Approved allowing the Vinton Historical Society to modify the Museum by rewiring to meet current electrical codes

The next item on the agenda was to consider adoption of a Resolution to transfer funds in the General Fund and Utility Fund between line items and cost centers to balance these accounts in the FY 2017-2018 Budget. Anne Cantrell first commented this is a housekeeping item that is brought to Council in June each year. The auditors request that we transfer budget appropriations to balance any departments that are overspent. We have forecasted where we believe our departments will be at the end of the year and are proposing to move funds as show in the attachment to the Resolution.

Vice Mayor Hare asked about the transfer to the Performance Agreements. Ms. Cantrell responded that it was not until after the budget process that a decision was made on how to handle the performance agreements by setting up an expenditure and department code. The Town Manager commented that in the new budget it will be set up this way, but it was not set up in the current budget.

Vice Mayor Hare made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Scheid and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Liles, McCarty, Scheid, Hare, Grose; Nays (0) – None.

The Town Manager commented that he and Mr. Peters attended the GRTC annual stockholders meeting. At that meeting Roanoke City Council voted to restructure the membership on the Board by eliminating a citizen member and allowing the City of Salem and the Town to have permanent members on the Board. The term will be for one year beginning July 1st and we will need to make an appointment to that Board once we receive the written notification.

With regard to our suggested route change, the Board has reviewed this information. He has contacted Kevin Price, the General Manager, to see where we stand with the route and Mr. Price indicated that the next step would be the connecting pieces in Roanoke City to make the Vinton route work. The Town Manager indicated he had told Mr. Price that we are anxious to move forward with the Fixed Route change and wanted to know what we needed to do as far as a public hearing or public information meeting. Mr. Price has indicated that we would not necessarily have to have a formal Public Hearing and that a public information meeting would satisfy the federal requirements.

Vice Mayor Hare asked if they have priced it out. The Town Manager responded that they have not and he has not received that information. Vice Mayor Hare next asked when our next bill is due. The Town Clerk responded that we received the invoice for April last week. Vice Mayor Hare further commented that he would advise Council to stop paying the bill until they answer our question because eight years seems long enough. The Mayor indicated that would be something to be considered by the Finance Committee.

The Town Manager next commented that he has asked Joey Hiner to give a report on the paving for this year. Mr. Hiner next reviewed PowerPoint presentation. (A copy of the presentation is on file in the Town Clerk's Office and will be made a part of the permanent record.) Discussion was had regarding driveways that protrude into the curb and gutter. Vice Mayor Hare asked if the work would be done in June before the end of the budget. Mr. Hiner responded that it has all been worked out. Vice Mayor Hare then commented that he was glad to see us back in the neighborhoods that needed it.

Adopted Resolution No. 2254 to transfer funds in the General Fund and Utility Fund between line items and cost centers to balance these accounts in the FY 2017-2018 Budget

The next item on the agenda was a report from the Finance Committee. Anne Cantrell commented that the Finance Committee met on June 11th and reviewed the May Financial Report. Ms. Cantrell next gave a PowerPoint presentation on the May 2018 Financial Report. (A copy of the presentation is on file in the Town Clerk's Office and will be made a part of the permanent record.) Vice Mayor Hare commented on the projection of revenues to end the year being less than 2% and being able to get close to 100% in expenditures when we knew where we overspending took a lot of hard work by staff.

Vice Mayor Hare made a motion to approve the financial report for May 2018; the motion was seconded by Council Member Scheid and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Liles, McCarty, Scheid, Hare, Grose; Nays (0) – None..

Under appointments to Boards/Commissions/Committees, the Town Clerk commented that Mayor Grose's term expires on the Roanoke Valley-Alleghany Regional Commission Executive Committee on June 30th and Council Member Scheid's term expires on the Roanoke Valley Greenway Commission on June 30th.

Council Member Liles made a motion to re-appoint Mayor Grose to the Roanoke Valley-Alleghany Regional Commission Executive Committee to another three-year term beginning July 1, 2018 and ending June 30, 2021 and Council Member Scheid to the Roanoke Valley Greenway Commission to another three-year term beginning July 1, 2018 and ending June 30, 2021; the motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Liles, McCarty, Scheid, Hare, Grose; Nays (0) – None.

The Mayor commented on the success of the Roanoke Valley-Alleghany Regional Commission and the U. S. Army Recruits Luncheon, both at the War Memorial. He also commented on the dedication of a bench on the Greenway in honor of Liz Belcher.

Comments from Council: Council Member Liles commented on the handouts from Jay Guy with VDOT and Council Member McCarty commented on the upcoming Economic Development Tour prior to the July 17th Council meeting. In closing Vice Mayor Hare commented on the book "Good to Great" that says great companies learn to find the right people and get them on the bus in the right seat. When things are clicking for

Approved the May 2018 Financial Report

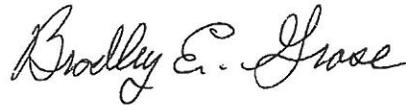
Reappointed Mayor Grose to the Roanoke Valley-Alleghany Regional Commission Executive Committee to another three-year term beginning July 1, 2018 and ending June 30, 2021 and Council Member Scheid to the Roanoke Valley Greenway Commission to another three-year term beginning July 1, 2018 and ending June 30, 2021

the Town it is because we have the right people on the bus and they are in the right seat. The Town has great department heads that have done a fantastic job of filling positions with the right people. Council has done an outstanding job of finding the right people to appoint to senior leadership that has driven us to the level we probably have not seen for several years. The Mayor made additional comments on Vice Mayor's Hare service to the Town.

Vice Mayor Hare made a motion to adjourn the meeting; the motion was seconded by Council Member Liles and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Liles, McCarty, Scheid, Hare, Grose; Nays (0) – None. The regular meeting was adjourned at 8:55 p.m.

Meeting adjourned

APPROVED:



Bradley E. Grose, Mayor

ATTEST:


Susan N. Johnson, CMC, Town Clerk