

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, AUGUST 21, 2018, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

MEMBERS PRESENT: Bradley E. Grose, Mayor
Keith N. Liles, Vice Mayor
Sabrina McCarty
Janet Scheid
Michael W. Stovall

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
Anita McMillan, Planning & Zoning Director
Joey Hiner, Public Works Director
Tom Foster, Police Chief
Chasity Barbour, War Memorial Facility Manager

The Mayor called the regular meeting to order at 7:00 p.m. The Town Clerk called the roll with Council Member McCarty, Council Member Scheid, Council Member Stovall, Vice Mayor Liles and Mayor Grose present.

Roll call

After a Moment of Silence, Police Chief Tom Foster led the Pledge of Allegiance to the U.S. Flag.

Under upcoming community events, Council Member McCarty announced the following: September 8 – Mingle at the Market with Seven Mile Ford; August 24 - Party in the Park with Domino and Star City Playhouse continues with the play “Cactus Flower”. Debbie Adams announced there will be a festival on Sunday at the Farmers’ Market called Carman’s Cause. Pete Peters announced that the Lee Avenue Block Party will be on Saturday at 5:00 p.m. and Vice Mayor Liles announced that the History Museum is also having a yard sale on Saturday.

Under requests to postpone, add to or change the order of agenda items, Council Member Scheid requested to add under Section G, a Proclamation as Item No. 3.

Chief Foster made comments regarding the economic development projects that are going on in Vinton and read a quote from Thomas Edison, “Opportunity is missed by most people because it is dressed in overalls and looks like work.”

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

Approved minutes of the Regular Council meeting of July 17, 2018

Under awards, introductions, presentations, proclamations, the next item on the agenda was a presentation on the proposed amendment to the Town of Vinton Comprehensive Plan to adopt and incorporate by reference the 2018 Roanoke Valley Greenway Plan. Liz Belcher, the Roanoke Valley Greenway Coordinator first commented that Council will be requested to adopt the 2018 Greenway Plan after a Public Hearing in September. The Plan is updated every ten years and it is important that the localities know about the Plan and have the opportunity to adopt them and renew their commitment to the program. Being a part of the Town's Comprehensive Plan is critical to getting grants.

Ms. Belcher next reviewed the PowerPoint presentation, which was part of the agenda package. (A copy of the presentation is on file in the Town Clerk's Office and will be made a part of the permanent record.)

In response to a question from Council Member Stovall concerning the Valley's average cost for maintenance of the Greenways, Ms. Belcher responded that the localities are not keeping track of it, but absorbing the costs in their budgets. The City of Roanoke has indicated that about 10% of their Parks Maintenance is for the Greenways, but she does not know the total budget. Council Member Scheid also commented that maintenance of the greenways must be addressed sooner or later and when we apply for grants we should think in terms of how we are going to maintain the greenways that we have in addition to the new ones.

Council Member Scheid next asked Ms. Belcher to comment on the Hinchee Trail and snow removal on the greenways. With regard to snow removal, Ms. Belcher commented that she gets complaints from cross country skiers when the greenways are plowed.

With regard to the Hinchee Trail, Ms. Belcher commented this would connect the Hanging Rock Battlefield Trail to Carvins Cove and is an existing two-mile CCC road that has been in private ownership until recently. The current owners offered to give us the

road if we would maintain it to be a greenway. The Pathfinders for Greenways has purchased a 50% share in 235 acres of land and when the owner is ready next winter to capitalize on tax credits, the property will be donated to Roanoke County. The Pathfinders paid for the property with cash and are recouping that cash through some fundraising, two grants and a recent donation of \$75,000.

Bud LaRoche, Chairman of the Roanoke Valley Greenway Commission, expressed thanks to the Town for all of the work done over the past 21 years on the greenway system in the Valley and requested Council's support to include the 2018 Roanoke Valley Greenway into the Town's Comprehensive Plan.

The next item on the agenda was a Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended June 30, 2017 awarded to the Treasurer/Finance Department. Anne Cantrell recognized Lydia Verdillo and Brandon Gann from the Finance Department who were in attendance at the meeting. Ms. Cantrell commented that this is the 22nd year that the Town has received this award from GFOA. The Mayor presented the award to Ms. Cantrell along with Ms. Verdillo and Mr. Gann.

The next item that was added to the agenda was a Proclamation recognizing Theresa Fontana, the Town Attorney, who is leaving the area to work for Loudoun County, Virginia. Council Member Scheid read the Proclamation and then presented it to Ms. Fontana.

The next item on the agenda was a briefing on Assistance Agreement between the City of Roanoke and the Town of Vinton. The Town Manager commented Public Works identified a need to ensure that it has backup equipment available to collect solid waste in the case of a solid waste collection emergency. They worked with the City of Roanoke Solid Waste Department, the City Attorney's Office along with our Town Attorney to develop an Assistance Agreement. The Agreement will allow the Town to rent a load packer from the City if they have one available for a short-term usage of no more than five days at a time. The City will charge a rental fee for use of the truck and would require a Certificate of Insurance. The Agreement was adopted by Roanoke City Council at their meeting on July 16, 2018 and we will be bringing it back to Council for approval at the September 4, 2018 meeting. The Public Works Committee was briefed on the Agreement at their last meeting.

The Town Manager further commented that we had to use this Agreement with the City last week, even though it was not in force and the City provided a truck for two days. Vice Mayor Liles commented on getting notice out to the citizens when trash pickup would be delayed. The Town Manager commented that it was discussed, but because the trash was picked up on the same day, they decided not to send out a notification and create more confusion.

The Town Manager commented that the GRTC Board meeting would be held on September 17th at which time Valley Metro staff will introduce our new proposed route. Last week he, Pete Peters, Nathan McClung and Valley Metro staff rode the proposed route on a bus. As a result of this ride, some have been made to the original proposal. A joint informational public meeting with Valley Metro has been tentatively set for September 27th at the War Memorial, but the date will have to be confirmed by the GRTC Board at their September 17th meeting.

Pete Peters commented that Council was briefed individually in June on the idea of proposed a lease agreement with the Vinton Area Chamber for provide office space at the Charles R. Hill Senior Center. A draft lease was presented to the Chamber Executive Committee in late June, the lease was revisited with the Committee in July and the revised lease was presented to the Chamber Board within the last couple of weeks. A tentative timeline was set for the Chamber to provide a response back to the Town by Labor Day to allow sufficient time to develop an implementation plan and make any building modifications that might need to be required at the Senior Center. Town staff had presented information to all of the user groups that possible changes and new tenants would be incorporated into the Senior Building and will meet with them again to provide more details once the lease is finalized. The Chamber gave official notice today it has accepted the lease offer and we will finalize the details and bring it before Council in September or early October for approval.

Mr. Peters further commented that the existing Senior Programs will be preserved and will not be affected. The Town will continue to maintain the reservations for the facility on the evenings and weekends and will look for opportunities where the Chamber can utilize that space for programming activities to potentially generate revenue. A walk-through with Public Works and Special Programs staff along with the Chamber will be done on August 28th to create a punch list of

items that we would want to begin working on and incorporate into the lease.

The format of the lease has been approved by our Town Attorney and is similar to the lease we have with The Advancement Foundation where we provide office space for them and they share in the expense of the utilities on the space.

In response to a question from Council Member McCarty about the term of the lease, Mr. Peters responded that the Chamber would move into the space the first of 2019 and we would revisit the lease probably on a fiscal year basis like the one with The Advancement Foundation. Council Member McCarty also asked about signage and Mr. Peters responded that signage would be located on one of the brick columns at the entrance to the War Memorial off of Washington Avenue. Also, we want to incorporate a dedicated entrance to the left of the Senior Center into the offices for the Chamber and place their own dedicated sign on that side of the building.

Under reports from Council Committees, Anne Cantrell commented on the recent Finance Committee meeting. Her office is undergoing the annual audit and the financial statements will be on the Committee's next report. Two sets of minutes were approved at the meeting and a Volunteer First Aid Crew Reimbursement Request. The last item was a Closed Session on contract negotiations.

Joey Hiner commented on the recent Public Works Committee meeting on August 2, 2018 and reviewed the items discussed at the meeting included with the agenda package: refuse ordinance update, Roanoke City Refuse Truck Agreement, Stormwater MS4 Audit update and right-of-way mowing proposed ordinance update. With regard to the trip to Bedford to learn about their refuse program, a report will be given to the Public Works Committee at their next scheduled meeting.

With regard to the right-of-way mowing, Mr. Hiner further commented that many localities have this in their Code and currently in the Town Code is the snow removal ordinance that states within 24 hours after a snow fall, the sidewalk is supposed to be cleared in front of property by the owner or the resident. Council Member Scheid commented that in a neighborhood where there are sidewalks and people have property that goes up to the sidewalks, we should expect them to not only take care of the sidewalk by clearing any

weeds and the snow, but to also expect them to mow the grass between the sidewalk and the pavement or the curb. But what about the areas like along Hardy Road where there is a big stretch of sidewalk and not really any houses butting up to those sidewalks or it is vacant property or the back sides of property..

After further discussion regarding use of the term "expectation" and what should be required with regard to the right-of-way moving, Council Member Scheid next commented that the Public Works Committee could further discuss how we would implement and enforce this. It makes no sense to have an Ordinance if we are not going to enforce it. Mr. Hiner responded that we would also want to include something in the Code that addresses those types of areas.

The Mayor commented on the recent deaths of Charles Wagner, former member of the Franklin County Board of Supervisors, and David Willard of Dillon Woods. He also commented on the success of the National Night Out Event and expressed thanks to the Police and Fire Departments for their efforts to engage the citizens at the Longwood Apartments.

Comments from Council: Council Member Liles and Council Member McCarty commented on the success of the National Night Out Event; Council Member Scheid commented on the National Night Out Event and the fact that good people are working hard to make things happen at the local level; Council Member Stovall commented on the National Night Out Event and the hard work that is being done behind the scenes at the local level.

Under appointments to Boards/Commissions/ Committees, the Town Manager commented that Mary Beth Layman has agreed to be re-appointed and serve until her retirement, which will give us time to find someone to replace her on the Committee. Vice Mayor Liles made a motion to re-appoint Mary Beth Layman to the Roanoke Valley Regional Cable TV Committee to a new three-year term beginning September 1, 2018 and ending August 31, 2021. The motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Reappointed Mary Beth Layman to the Roanoke Valley Regional Cable TV Committee to a new three-year term beginning September 1, 2018 and ending August 31, 2021

The next item on the agenda was a request to convene in Closed Meeting, Pursuant to § 2.2-3711 (A) (7) of the 1950 Code of Virginia, as amended, for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable

litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body concerning the Town's appeal to an employee grievance determination. Council Member Scheid made a motion to convene in Closed Session; the motion was seconded by Vice Mayor Liles and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None. Council went into Closed Session at 8:36 p.m.

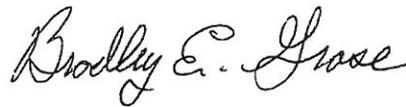
At 10:00 p.m., the regular meeting reconvened and the Certification that the Closed Meeting was held in accordance with State Code requirements was approved on motion by Vice Mayor Liles; seconded by Council Member McCarty and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Council Member McCarty made a motion to adjourn the meeting; the motion was seconded by Vice Mayor Liles and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None. The meeting was adjourned at 10:01 p.m.

Certification of Closed Meeting

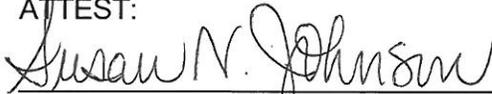
Meeting adjourned

APPROVED:



Bradley E. Grose, Mayor

ATTEST:



Susan N. Johnson, CMC, Town Clerk

AT A CLOSED MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, AUGUST 21, 2018 AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

**CERTIFICATION THAT A CLOSED MEETING WAS HELD
IN CONFORMITY WITH THE CODE OF VIRGINIA**

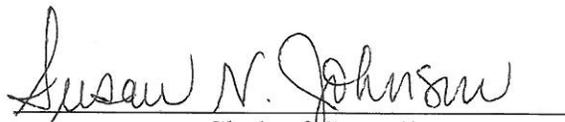
WHEREAS, the Town Council of the Town of Vinton, Virginia has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Vinton Town Council that such closed meeting was conducted in conformity with Virginia Law.

NOW, THEREFORE, BE IT RESOLVED that the Vinton Town Council hereby certifies that to the best of each member's knowledge:

1. Only public business matters lawfully exempted from opening meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

Motion made by Vice Mayor Liles and seconded by Council Member McCarty with all in favor.


Clerk of Council