

Bradley E. Grose, Mayor
Keith N. Liles, Vice Mayor
Sabrina McCarty, Council Member
Janet Scheid, Council Member
Michael W. Stovall, Council Member



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

**Vinton Town Council
Regular Meeting
Council Chambers
311 South Pollard Street
Tuesday, June 4, 2019**

6:00 p.m. - **RECEPTION FOR VINTON FIRE & EMS DEPARTMENT
MUNICIPAL BUILDING LOBBY**

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. UPCOMING COMMUNITY EVENTS/ANNOUNCEMENTS**
- E. REQUESTS TO POSTPONE, ADD TO OR CHANGE THE ORDER OF AGENDA ITEMS**
- F. CONSENT AGENDA**
 - 1. Consider approval of the minutes:
 - a. Regular Council meeting of May 7, 2019
 - b. Regular Council meeting of May 21, 2019
- G. AWARDS, INTRODUCTIONS, PRESENTATIONS, PROCLAMATIONS**
 - 1. Recognition of Vinton Fire & EMS Department – **Mayor/Council/Town Manager**
 - 2. Proclamations:
 - a. National Safety Month – **Donna Collins**
 - 3. Vinton Area Chamber of Commerce Report – **Justin Davison**

- 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. **BRIEFINGS**
 - 2. **ITEMS REQUIRING ACTION**
 - 3. **COMMENTS/UPDATES**
- K. **REPORTS FROM COUNCIL COMMITTEES**
- L. **APPOINTMENTS TO BOARDS/COMMISSIONS/COMMITTEES**
 - 1. Greater Roanoke Transit Company
 - 2. Roanoke Valley-Alleghany Regional Commission
 - 3. Roanoke Valley Greenway Commission
- M. **MAYOR**
- N. **COUNCIL**
- O. **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/COMMITTEE MEETINGS:

June 11, 2019 - 2:30 p.m. – Finance Committee Meeting – TOV Conference Room

June 12, 2019 – 7:30 a.m. – Public Works Committee Meeting – Public Works Conference Room

June 18, 2019 – 7:00 p.m. – Council Meeting - Council Chambers



Town Council Agenda Summary

Meeting Date

June 4, 2019

Department

Town Clerk

Issue

Consider approval of the minutes:

- a. Regular Council meeting of May 7, 2019
- b. Regular Council meeting of May 21, 2019

Summary

None

Attachments

May 7, 2019 minutes
May 21, 2019 minutes

Recommendations

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, MAY 7, 2019, 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
Janet Scheid
Michael W. Stovall

MEMBERS ABSENT: Sabrina McCarty

STAFF PRESENT: Barry W. Thompson, Town Manager
Susan N. Johnson, Executive Assistant/Town Clerk
Jeremy Carroll, Town Attorney
Thomas Foster, Police Chief
Anne Cantrell, Finance Director/Treasurer
Joey Hiner, Public Works Director
Pete Peters, Assistant Town Manager/Director of Economic Development
Fabricio Drumond, Police Captain

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

Roll call

After a Moment of Silence, Vice Mayor Liles led the Pledge of Allegiance to the U.S. Flag.

Council Member Stovall made a motion to approve the Consent Agenda as presented; the motion was seconded by Vice Mayor Liles and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – Scheid, Stovall, Liles, Grose; Nays (0) – None; Absent (1) – McCarty.

Approved minutes of the Joint Meeting with Roanoke County Board of Supervisors on April 9, 2019

Under awards, introductions, presentations, the first item was the Police Department 2018 awards. Chief Foster made brief comments before each award and then the following were presented with the assistance of Captain Drumond: Traffic Safety Award–Officer Jeremy Shrewsbury; DUI Award–Officer Matthew Stafford; Drug Enforcement Award–Officer Kris Moore; Leadership Award–Sergeant Tim Lawless and Officer of the Year–Officer Kris Moore. Chief Foster and the Mayor made closing comments.

The next items on the agenda were several Proclamations. The first Proclamation was for National Police Week. After brief comments, Council Member Stovall read the Proclamation and presented the same to Chief Foster.

The second Proclamation was for GBS/CIDP Awareness Month. Rick Forney, the liaison for the local chapter, made brief comments on the purpose and goals of the Foundation. The Mayor made comments and presented the Proclamation.

The next item on the agenda was a quarterly report from the Vinton Volunteer Fire Department. Chief Oakes reviewed his 3rd quarter 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 Oakes further commented that they have picked up two more prospects since his last report and expressed thanks to the Town for the gift of the vehicle vouchers. Vice Mayor Liles asked the current number of volunteers and Chief Oakes responded approximately 18-20, but only 5-6 that are currently active.

The next item on the agenda was the consideration of public comments regarding the proposed FY 2019-2020 Town of Vinton Budget. The Mayor opened the Public Hearing at 7:34 p.m.

Public Hearing opened

The Town Manager began by reading the Opening, Revenues, Expenditures, Personnel, Community & Economic Development, Water and Sewer Fund, Stormwater Fund and Conclusion sections of the Proposed Budget Transmittal Letter. He then turned the meeting over to Anne Cantrell for a more detailed presentation of the FY 2020 Budget. Ms. Cantrell reviewed a PowerPoint presentation, 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.

There were no public comments.

Council Member Scheid asked Ms. Cantrell to comment on the decrease in the State Sales Tax in terms of the General Fund Revenues. Ms. Cantrell responded that in the past based on the Gain Sharing Agreement with Roanoke County, the Town was receiving 11.77%. Under the new MOU with the County, the sales tax will now be 8.63% based on the State Code with the revenue estimated to be \$1 million next year, which is a decrease of \$360,000.

Vice Mayor Liles asked about the estimated revenue from Rosie's that was included in the budget. Ms. Cantrell responded that the report staff had been reviewing was Rosie's revenue report and did not show the total wagering pool. Based on the total wagering pool and our calculations, we arrived at the

\$390,000. The Town Manager explained that this revenue will not be used for operating, but placed in the Capital Fund.

With regard to the match for Mountain View Road in the Capital Fund, Ms. Cantrell commented that the amount allocated is probably not enough for the entire match if we do a revenue-sharing grant with VDOT. That grant requires a 50% match and the project is estimated to cost \$1 million. The earliest we could receive the grant would be in 2021. Council Member Stovall commented that we are only putting \$519,000 into the Capital Fund, but there are \$2.2 million requests. This would allow the Town to begin addressing the highest needs of the CIP.

The Town Manager further commented when the economy took a downturn, it took all the funding to balance the budget on the operating side and we were not able to fund the capital side during that time in order to keep our service levels where they were. This is the first year we have reopened the capital fund. Council Member Stovall further commented that when you see a new revenue stream such as Rosie's, immediately there are governments that want to take that money and thrust it into their operating budget. If we continue down this path of not putting that revenue into operating it will help the Town get back on track from the five-year deficit.

The Town Manager further commented that the proposed one percent increase in meals tax will also be placed into the Capital Fund. We would like to get to the point of paying cash for capital items instead of having to debt fund them.

The Mayor commented that we have gotten behind and our equipment is getting old. We have been very fortunate that we have seen some economic growth, but in order to continue that growth we are going to have to invest in the Town and get caught up. We have identified \$2.2 million worth of capital improvement items as of today, but there will be more that will be identified in the future.

Hearing no further comments, the Mayor closed the Public Hearing at 7:59 p.m.

The Mayor commented that Council would take action on the adoption of the proposed FY2019-2020 budget on May 21st.

The next item on the agenda was the consideration of public comments regarding the proposed meals tax

Public Hearing closed

increase effective August 1, 2019. The Mayor opened the Public Hearing at 8:01 p.m.

Public Hearing opened

Anne Cantrell commented that the current meals tax rate is five percent and the proposal is to increase the tax to six percent. The impact to the citizens would be approximately a five cent increase on a \$5 meal and a twenty cent increase on a \$20 meal. The proposed effective date is August 1, 2019, so the increase this fiscal year would not be the total \$260,000, but approximately \$240-243,000. The full impact would not until next fiscal year if Council votes to adopt the increase. The proposed increase could fund computers, salt spreaders, zero turn lawnmowers and trailer, gateway entrance signs and Garthright bridge maintenance. With regard to the list of current meals tax rates in neighboring localities, counties were not included because they are capped at four percent by the General Assembly.

Ms. Cantrell next commented that Bob Lewis from the Vinton McDonald's could not attend the meeting, but wanted to be on the record that he is not in favor of the meals tax increase on behalf of his customers. Jason Bishop, one of the owners of Twin Creeks Brewing Company, first expressed appreciation to the Town for all of the assistance with their business and all of the people that have been supportive. He then made comments against the proposed increase in the meals tax and how it would impact small businesses.

Vice Mayor Liles expressed thanks for the comments from Mr. Bishop and Mr. Lewis and that they would be taken into consideration. The Mayor commented that Council does appreciate the Twin Creeks Brewery. He does not believe the one percent increase would affect people's decision on where they would go to eat, but the condition of the Town could affect it. These funds would be used to invest in the Town and will benefit not only the citizens but businesses as well. The Mayor then commented that he supported the tax increase.

Council Member Stovall commented that in order for the town to prosper, we need the one percent increase to meet the capital improvement needs of the Town. If we do not vote it in, then we have to look at other ways to stay ahead of the curve with our capital improvements. He then thanked Mr. Bishop for his comments. Council Member Scheid also expressed appreciation to Mr. Bishop for his comments and that Council would seriously listen to his concerns.

Hearing no further comments, the Mayor closed the Public Hearing at 8:10 p.m.

The Mayor commented action would be taken on the proposed meals tax increase at the May 21st meeting.

Public Hearing closed

The next item on the agenda was a briefing on dog parks. The Town Manager made opening comments and then turned the meeting over to Pete Peters for a more detailed presentation. Mr. Peters reviewed a PowerPoint presentation, which will be on file in the Town Clerk's Office as a part of the permanent record.

George Baldwin of Montgomery Village made comments on the benefits of having a dog and a dog park in a community and requested that Council consider building one in the Town. Jim Bown also of Montgomery Village made comments in favor of a dog park in the Town and requested that Council consider it.

Council Member Scheid commented that because the Thrasher Dog Park was so close to the Town it would not be a good use of money to build another dog park when there is one less than a mile from Town. Council Member Stovall commented that he is a dog owner, thought it was an excellent idea and that communities need dog parks. Some things to consider is that the Salem dog park was built by private funds and there are ongoing maintenance costs. He had some additional information that he would be willing to share about different approaches that might be taken. Vice Mayor Liles commented that he was also a dog owner and liked the idea. There are a lot of business owners in the community that are dog owners and perhaps they would consider sponsoring a park.

After further discussion, Council Member Stovall commented that Council and staff need to be given the opportunity to work through the process and come up with a solution.

The Town Manager reminded Council of the 2019 Law Enforcement Memorial Service on May 16th at 4:00 p.m. at St. John Lutheran Church and the ribbon cutting for Rosie's Gaming Emporium on May 9th.

The Mayor commented on the Virginia Municipal Clerk's Association session that he recently attended with the Town Clerk, ribbon cutting for The Hockey Store, celebration for the Air Force Junior ROTC and the Relay for Life Survivor's Dinner. He also commented on the success of the Dogwood Festival and the Queen's Luncheon.

Comments from Council: Vice Mayor Liles commented that with regard to his work schedule, he should be able to attend all of the future Council meetings. Council Member Stovall commented on the success of the Dogwood Committee and suggested recognizing them at a future Council meeting. The Mayor commented an invitation has been extended to them and they are going to try to attend a meeting. Council Member Stovall also gave an update as Chairman of the CEDS Committee and commented there are funds that the CEDS can go after for such projects as Mountain View Road.

Vice Mayor Liles made a motion to adjourn the meeting; the motion was seconded by Council Member Stovall and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – Scheid, Stovall, Liles, Grose; Nays (0) – None; Absent (1) – McCarty. The meeting was adjourned at 9:00 p.m.

Meeting adjourned

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, CMC, Town Clerk

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, MAY 21, 2019, 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
Susan Waddell, Town Attorney
Thomas Foster, Police Chief
Anne Cantrell, Finance Director/Treasurer
Joey Hiner, Public Works Director
Pete Peters, Assistant Town Manager/Director of Economic Development
Anita McMillan, Planning & Zoning Director

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, Chief Wayne Guffey led the Pledge of Allegiance to the U.S. Flag.

Under upcoming community events/ announcements, Council Member McCarty announced the following: June 8 – Mingle at the Market with Low, Low Chariot; June 26 – 5:00 p.m. - Wolf Creek Greenway 20th Anniversary Celebration and Bench Dedication. She also commented on Rosie's, summer activities available at the Lancer Lot and the success of the Grapes and Grain Festival this past weekend. Anita McMillan announced the elected officials float down the river on May 30th.

Chief Foster made comments and then read a quote from Gandhi, "The best way to find yourself is to lose yourself in the service of others."

Council Member Scheid made a motion to approve the Consent Agenda as presented; the motion was seconded by Vice Mayor Liles and carried by the following voice 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 April 16, 2019

Under awards, introductions, presentations, the first item was the introduction of Ken Fay, Director of Real Estate Valuation for Roanoke County. Anne Cantrell first commented that Billy Driver retired from

Roanoke County earlier this year and then read a bio and introduced Mr. Fay. After additional comments from Mr. Fay, he was congratulated by Mayor and Council.

The next items on the agenda were several Proclamations. The first Proclamation was for National Emergency Medical Services Week. Vice Mayor Liles read a portion of the Proclamation and then presented it to Chief Guffey. Chief Guffey then made comments regarding the theme for this year of "Beyond the Call".

The second Proclamation was for National Public Works Week. Council Member Scheid read the Proclamation and made comments. After additional comments by Joey Hiner, the Mayor presented the Proclamation.

The next item on the agenda was to consider adoption of an Ordinance amending Chapter 86, Taxation, Article V, Tax on Prepared Food and Beverages, Sections 86-167, Levy of the Vinton Town Code and establishing an effective date of August 1, 2019. Anne Cantrell commented the amendment to the Town Code will allow the meals tax to go from five to six percent. This is included in the FY 2019-2020 budget that is proposed to be adopted after this action item. No further comments have been received other than the two that were a part of the Public Hearing at the last meeting.

Council Member Scheid made a motion to approve the Ordinance as presented; 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 next item on the agenda was to consider adoption of an Ordinance approving the Town of Vinton, Virginia budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020. The Town Manager commented that on May 7, 2019, Town staff submitted the FY 2019-2020 proposed budget to Council and to the citizens for consideration. That same night a Public Hearing was held and there were no public comments. This year's budget represents a balanced budget and the purpose is to plan necessary operating and capital expenditures for the next fiscal year and to vision for the Town's future. With this proposed budget, we will provide the same level of quality services to our citizens, begin to set aside funding for our capital expenditures and provide

Adopted Ordinance No. 1002 amending Chapter 86, Taxation, Article V, Tax on Prepared Food and Beverages, Sections 86-167, Levy of the Vinton Town Code and establishing an effective date of August 1, 2019

a compensation increase to Town employees. The proposed budget also recognizes economic development initiatives throughout the Town, which will create synergy and bring continued growth to our Vinton economy. Through this budget, we will continue to make Vinton the “IN” place to live, eat, work and play. The Town Manager then turned the meeting over to Anne Cantrell.

Ms. Cantrell first commented there was a revision to the proposed Ordinance. The Town Manager found a discrepancy when funds were moved to the Stormwater Fund for the street sweeper and were not decreased out of the Capital Fund. The revised Ordinance was provided to Council. Ms. Cantrell next reviewed a PowerPoint presentation, 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.

Council Member Scheid asked if the debt of over 10% was a fair number or was it too high. Ms. Cantrell responded most of the debt is in the Utility Fund and not the General Fund, which is important to highlight. Overall it is a good standard and we would not want to go much over 10-15%. The State standard is that you cannot go above the assessed value and because our real estate is so low, we would never want to get close to that. The Town Manager commented that there is a publication every year after the transmittals of the audits. Ms. Cantrell commented she can pull that information and an official debt policy could be considered by the Finance Committee. Council Member Stovall commented on the great job by staff on the budget and the due diligence to show the citizens where the one percent meals tax increase was going along with the re-opening of the capital fund and the two percent cost of living adjustment for the employees. The Mayor expressed appreciation to staff and Council for all of the work on the budget

Vice Mayor Liles made a motion to approve the Ordinance as revised; 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.

The next item on the agenda was to consider adoption of a Resolution authorizing the renewal of the Town of Vinton Employees’ group health insurance coverage with The Local Choice Program

Adopted revised Ordinance No. 1003 approving the Town of Vinton, Virginia budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020

for the contract year July 1, 2019 through June 30, 2020. In the absence of Donna Collins, the Town Manager commented this year's renewal does not have an increase in premium and the Key Advantage 250 and Key Advantage 1000 plans will continue to be offered. The open enrollment period has been completed and we will be prepared for our July 1st renewal.

Council Member Stovall made a motion to approve the Resolution as presented; 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.

The next item on the agenda was to consider adoption of a Resolution authorizing the Town Manager to file an application for allocation of Virginia Department of Emergency Management (VDEM) for funding through the Federal Emergency Management Agency (FEMA)'s Hazard Mitigation Grant Program (HMGP) for the acquisition, occupant relocation, and demolition of a number of flood-impacted properties located at the confluence of the Glade and Tinker Creeks floodway area.

Anita McMillan commented that Council was briefed at their last meeting about the project. This would be the third application, with the last HMGP grant application being done in 2005. Because of Hurricane Florence and Tropical Storm Michael, these grant funds have become available. The project area is in the vicinity of Cedar Avenue, Glade Street and Etna Avenue. There are approximately 19 residential units made up of two triplexes and 13 mobile home units. The budget for the grant application is estimated at \$928,965 to relocate and demolish the existing residences. They are in the confluence of the Glade and Tinker Creeks floodway area. Summit Design will be submitting the grant application on behalf of the Town. This is a voluntary program and if the property owners are not willing to participate, we will not do the project. There are only four and they will be notified about the application. With the two grants in the past, the State provided the 20% match. The grant is 75/25 with 75% being the federal funds, 20% from the State and 5% from the locality which administrating the grant can be counted toward the match.

Council Member Scheid asked if the Resolution before Council tonight was to authorize the preparation of the application that is due May 31st. Ms. McMillan responded that was correct. Council

Adopted Resolution No. 2299 authorizing the renewal of the Town of Vinton Employees' group health insurance coverage with The Local Choice Program for the contract year July 1, 2019 through June 30, 2020

Member Scheid next asked when the property owners and residents would be notified. Janet Jonas with Summit Design responded the property owners were notified last week through registered mail and three of the four reply cards have been returned. If Council authorizes Summit to proceed they will begin to contact the residents immediately. The notification contained a copy of the application form, explained that we were considering applying for the grant and a brief outline.

Council Member Stovall made a motion to approve the Resolution as presented; 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 next item on the agenda was to consider adoption of a Resolution approving certain pre-contract documents for the Community Development Block Grant (CDBG) administered by the Virginia Department of Housing and Community Development (VDHCD) for the Vinton Virginia Individual Development Accounts Program (VIDA). The Town Manager commented that the Town applied for and was awarded this \$200,000 grant in partnership with The Advancement Foundation (TAF). The Town is required to approve certain pre-contract documents before execution of the Contract with VDHCD. The Town Manager then turned the meeting over to Pete Peters to handle Items E, F and G.

Mr. Peters first commented that he had a series of administrative functions to present to Council for action that are required by DHCD prior to being awarded a contract to receive the funds and administer the grant program. The first Resolution contains four specific documents which are the Program Design, Project Management Plan, Project Budget and Request for Prior Authorization of Costs.

Council Member Scheid made a motion to approve the Resolution as presented; 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.

The next item on the agenda was to consider adoption of Resolutions approving a Non-Discrimination Policy, a Residential Anti-Displacement and Relocation Assistance Plan

Adopted Resolution No. 2300 authorizing the Town Manager to file an application for allocation of Virginia Department of Emergency Management (VDEM) for funding through the Federal Emergency Management Agency (FEMA)'s Hazard Mitigation Grant Program (HMGP) for the acquisition, occupant relocation, and demolition of a number of flood-impacted properties located at the confluence of the Glade and Tinker Creeks floodway area

Adopted Resolution No. 2301 approving certain pre-contract documents for the Community Development Block Grant (CDBG) administered by the Virginia Department of Housing and Community Development (VDHCD) for the Vinton Virginia Individual Development Accounts Program (VIDA)

Certification, a Business and Employment Plan and a Fair Housing Certification for the Vinton Virginia Individual Development Accounts Program (VIDA). Mr. Peters commented that this action item contains four individual Resolutions pertaining to several policies, certifications and requirements by DHCD. The first Resolution was to approve a Non-Discrimination Policy which states that the Town would not discriminate against any employee based on race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, or disability. Council Member Stovall made a motion to approve the Resolution as presented; 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.

Adopted Resolution No. 2302 approving a Non-Discrimination Policy

Mr. Peters next commented that the second Resolution was to approve a Residential Anti-Displacement and Relocation Assistance Plan Certification to advertise that the Town would be undertaking this grant, but there were no anticipated relocation activities planned for this particular grant program. Council Member McCarty made a motion to approve the Resolution 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) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Adopted Resolution No. 2303 approving a Residential Anti-Displacement and Relocation Assistance Plan Certification

Mr. Peters next commented that the third Resolution was to approve a Business and Employment Plan which states that the Town will notify contractors that this grant is taking place and encourages to the extent possible that contractors hire employees of low-income neighborhoods within the project service area. Vice Mayor Liles made a motion to approve the Resolution as presented; 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.

Adopted Resolution No. 2304 approving a Business and Employment Plan

Mr. Peters next commented that the fourth Resolution was to approve a Fair Housing Certification, which states that the Town will take affirmative action to enlist and participate in fair housing training and other activities throughout the duration of the grant program. This means that staff will attend the Fair Housing Certification training throughout the year of each year that the program grant is administered. Council Member Scheid made a motion to approve

the Resolution 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.

Adopted Resolution No. 2305 approving a Fair Housing Certification

The next item on the agenda was to consider adoption of a Resolution authorizing the Town Manager to execute a Memorandum of Understanding (MOU) between the Town and The Advancement Foundation for the Vinton Virginia Individual Development Accounts Program (VIDA). Mr. Peters commented that this MOU outlines the specific agreement and the relationship between the Advancement Foundation and the Town for the receipt of the grant funds and the execution of the VIDA Program. At the recommendation of our Town Attorney, the MOU has been revised and an updated copy was provided to Council. Vice Mayor Liles made a motion to approve the Resolution 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) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Adopted Resolution No. 2306 authorizing the Town Manager to execute a Memorandum of Understanding (MOU) between the Town and The Advancement Foundation for the Vinton Virginia Individual Development Accounts Program (VIDA)

The Town Manager reminded Council of the Vinton Volunteer Appreciation Event on June 11th from 6:30-8:00 p.m. at the Charles R. Hill Community Center. This is a time to recognize all of our volunteers for their service on the Town's Boards, Commissions and Committees. As part of the new MOU with Roanoke County, the Vinton Fire & EMS employees will be transitioned to Roanoke County effective July 1st. Council will be honoring them at the June 4th meeting beginning with a reception at 6:00 p.m. and further recognition during the meeting. This is similar to what Council did when the Dispatch Center merged with Roanoke County. The Town Manager also reminded Council of the invitation to the Gladetown/Carline/Midway Reunion picnic on August 3rd and the memorial service on August 4th.

Under reports from Council Committees, Anne Cantrell first commented that the Finance Committee met on May 13, 2019 and then reviewed a PowerPoint presentation, 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. Under other items, Ms. Cantrell commented that Davenport will be giving a draft of the rate study to staff on May 31st. A date will be scheduled for a

presentation to the Finance Committee and then to Council by the second meeting in June.

With regard to the animal license code revision, one of the unanticipated impacts of the MOU with Roanoke County is that the Town will not be paying for the RCACP. This was a big justifier for charging for animal tags to Town residents due to the fact that we only have a part-time animal control officer and the amount of time that is spent on animal control cases is hard to quantify and justify with the animal tag revenue. Staff is currently in discussion with Roanoke County on how we could amend the Town Code so that Roanoke County would sell the tags and that would be part of the expense associated with the RCACP. Also, the animal tag software that we use expires June 30th and the vendor will not renew with us and we would either have to figure out a new way to sell animal tags or do it manually. Kevin Hutchins, Roanoke County Treasurer, is aware of the tight deadline and we anticipate bringing a draft Code amendment to Council on the first meeting in June and request that action be taken the second meeting in June. Council Member Scheid asked if she discussed with him the issue of the number of animals and Ms. Cantrell responded he is willing to train staff on the requirement.

With regard to the Valley Metro update, the Finance Committee reviewed the first bills received after the route change and did a forecast for the next budget year.

Council Member Scheid made a motion to approve the March 2019 Financial Report as presented; the motion was seconded by Council Member McCarty and carried by the following voice vote, with all members voting: Vote 5-0; Yeas (5) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Approved the March 2019 Financial Report

Joey Hiner reported that at the Public Work Committee meeting on May 14th, the first item discussed was the refuse collection update. The carts have been delivered, requests for additional carts or exchanges for smaller carts are being addressed and medically excused requests are being processed. With regard to the Southampton and Dillon Woods townhouses, staff attended HOA meetings with each group and were able to work together to come up with a reasonable solution.

With regard to the right-of-way mowing Ordinance, Nathan McClung presented a draft to the

Committee. The draft Ordinance is in line with Roanoke City and other municipalities that have codified the requirement that residents or property owners maintain the grassy area between their and the edge of the street. In some cases that is a strip between the public sidewalk and the curb and in other cases it can be vegetation that is coming up between the cracks and seams of pavement and concrete. Mr. McClung researched other localities and also consulted with the Town Attorney on the proposed draft.

Vice Mayor Liles commented that a resident of Southampton brought a letter to him from the HOA stating that the trashcans were a test and if they do not abide by where they go, they would be getting dumpsters. The Town Manager responded that the carts have been issued to the residents and the Town is picking up the refuse. If they choose to go to dumpsters, then they will pay for them. If there is a concern with individual homeowners, we will issue them a smaller cart.

After further discussion regarding the right-of-way mowing Ordinance, Mr. Hiner commented that the draft Ordinance would continue to be reviewed by the Public Works Committee and bring back to Council for a briefing at a future meeting.

The Mayor commented on the success of Rosie's Gaming Emporium, the Gauntlet and the Grapes and Grain festival. He expressed thanks to the Town Manager and Pete Peters for the presentation they gave to the Vinton Historical Society and the Joy Seniors Group today.

Comments from Council: Vice Mayor Liles commented that the Valley Metro bus stop at McDonald's continues to back up traffic. He also commented on the success of Rosie's and encouraged everyone to attend the Gladetown Reunion. Council Member McCarty asked about an opening date for the Billy Byrd apartments and Mr. Peters responded that there is not a firm date on the ribbon cutting, but it is anticipated to be sometime in early June.

Vice Mayor Liles made a motion to adjourn the meeting; 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. The meeting was adjourned at 8:25 p.m.

Meeting adjourned

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, CMC, Town Clerk



Town Council Agenda Summary

Meeting Date

June 4, 2019

Department

Council/Administration

Issue

Recognition of Vinton Fire & EMS Department

Summary

The Mayor, Council and Town Manager will recognize the following Vinton Fire & EMS Department employees and present each with a Proclamation:

Marrion Burden
William Crumpacker
Charles Dailey
Corey Gee
Chad Helms

Donald King
Chris Linkous
David Rodgers
Robert Stoots
Larry Whiting

Attachments

None

Recommendations

Present Proclamations



Town Council Agenda Summary

Meeting Date

June 4, 2019

Department

Human Resources/Risk Management

Issue

Proclamation – National Safety Month

Summary

The National Safety Council recognizes the month of June as National Safety Month. The NSC was established by industrial leaders in 1913, granted a Congressional Charter in 1953, and National Safety Month was established in 1996. The nation's leading safety advocate for more than 100 years, the National Safety Council is a nonprofit organization with the mission of eliminating preventable deaths at work, in homes and communities, and on the road through leadership, research, education and advocacy. NSC advances this mission by engaging businesses, government agencies, elected officials and the public to help prevent the fourth leading cause of death in the U.S. – preventable injuries.

Each week in June is dedicated to a different topic. NSC focuses and provides resources to promote safety in the workplace, by recognizing hazards, potential slips, trips, and falls, combating fatigue and impairment. The goal is to bring awareness to complacency, prevent deaths, and stop loved ones and coworkers from becoming a statistic. Studies show three people in the U.S. are killed every ten minutes in preventable incidents. This will be the second year of celebration in the Town of Vinton.

Attachments

Proclamation

Recommendations

Present Proclamation



PROCLAMATION

WHEREAS, safe and healthy workplaces are vital to our well-being and the economic prosperity of the commonwealth; and

WHEREAS, each year, more than 80,000 Virginia workers suffer serious job-related injuries or illnesses and more than 90 Virginia workers die in work-related incidents; and

WHEREAS, workplace safety requires the cooperation of all levels of government, business, and industry, as well as the general public; and

WHEREAS, implementing health and safety programs can improve Virginia's business performance and contribute to the local economy and job force; and

WHEREAS, workplace injuries lead to increased medical and worker compensation costs, and diminishes productivity of employees; and

WHEREAS, accidents and injuries in the workplace are preventable, and employees and employers must be engaged, educated, and aware of safety practices and policies; and

WHEREAS, the National Safety Council has designated June as National Safety Month for 2019, and provides resources to promote safety in the workplace, by recognizing hazards, potential slips, trips, and falls, combating fatigue and impairment.

NOW, THEREFORE, I, Bradley E. Grose, Mayor of the Town of Vinton, and on behalf of Town Council and all our citizens, do hereby recognize the month of June 2019 as **NATIONAL SAFETY MONTH** in the Town of Vinton and call upon all citizens and employees of the Town of Vinton to promote good workplace safety and health practices.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 4th day of June, 2019.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

June 4, 2019

Department

Administration

Issue

Vinton Area Chamber of Commerce Report

Summary

Justin Davison, President, will be at the meeting to give this report on behalf of the Chamber.

Attachments

None

Recommendations

No action required



Town Council Agenda Summary

Meeting Date

June 4, 2019

Department

Council

Issue

Appointments to Boards/Commissions/Committees

1. Greater Roanoke Transit Company
2. Roanoke Valley-Alleghany Regional Commission
3. Roanoke Valley Greenway Commission

Summary

The following appointments need to be considered by Council:

Greater Roanoke Transit Company

The term of Richard W. Peters, Jr. on the Greater Roanoke Transit Company Board will expire on June 30, 2019. Mr. Peters is eligible to be re-appointed to a new one-year term beginning July 1, 2019 and ending June 30, 2020.

Roanoke Valley-Alleghany Regional Commission

The term of Barry W. Thompson on the Roanoke Valley-Alleghany Regional Commission will expire on June 30, 2019. Mr. Thompson is eligible to be re-appointed to a new three-year term beginning July 1, 2019 and ending June 30, 2022.

Roanoke Valley Greenway Commission

The terms of Rob Lyon and Arthur (Bud) LaRoche on the Roanoke Valley Greenway Commission will expire on June 30, 2019. Mr. Lyon and Mr. LaRoche are both eligible to be re-appointed to a new three-year term beginning July 1, 2019 and ending June 30, 2022.

Attachments

None

Recommendations

Motion to re-appoint Richard W. Peters, Jr. to the Greater Roanoke Transit Company Board for a new one-year term beginning July 1, 2019 and ending June 30, 2020; Barry W. Thompson to the Roanoke Valley-Alleghany Regional Commission for a new three-year term beginning July 1, 2019 and ending June 30, 2022 and Rob Lyon and Arthur (Bud) LaRoche to the Roanoke Valley Greenway Commission for new three-year terms beginning July 1, 2019 and ending June 30, 2022