

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, OCTOBER 15, 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
Jeremy Carroll, Town Attorney
Pete Peters, Assistant Town Manager/Director of Economic Development
Anne Cantrell, Finance Director/Treasurer
Tom Foster, Police Chief
Anita McMillan, Planning & Zoning Director
Joey Hiner, Public Works Director

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 McCarty, Council Member Stovall, Vice Mayor Liles and Mayor Grose present.

Roll call

After a Moment of Silence, Charlie Turner led the Pledge of Allegiance to the U.S. Flag.

Vice Mayor Liles 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) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Approved minutes of Regular Council meeting of October 1, 2019

Under upcoming community events, Council Member McCarty announced the following: October 19 – 9:30 a.m. to 2:30 p.m. - Ryan's Cases for Smiles – Farmers' Market; October 19 – 4:00 p.m. - The Spooktacular Talent Star City Fundraiser – Star City Playhouse; October 19 – 7:30 p.m. - Virginia Tech Hockey – Lancerlot; October 31 – 3-5:30 p.m. – Downtown Trick or Treat and November 1 – Virginia Tech Hockey vs High Point University – 7:30 p.m. – Lancerlot. Council Member McCarty also commented on the Mingle at the Market and Barktoberfest this past weekend.

Under awards, introductions, presentations, Chief Foster made brief comments and presented a plaque to Officer Brandon Alterio as Officer of the Quarter.

Chief Foster next reviewed a PowerPoint presentation on the 1st quarter statistics for the Department, 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 about the source of FOIA requests to the Police Department. Chief Foster responded most of the time it is insurance companies and those requesting criminal investigative reports. He further explained that in Virginia there are certain parts of criminal investigative reports that can be withheld pursuant to the State Code. Council Member Scheid next asked if there was a way recoup the costs for providing this information. Chief Foster responded they can charge, but generally the document provided is only one to two pages. The Town Attorney commented that charges can be made for copies at cost and for staff time; however, most localities do not charge if it is a five-minute search and involves sending an email or printing a two to three-page document.

Under citizens' comments and petitions, Jeremy Seitz made comments on the purpose and services provided by The Agape Center and their interest of establishing a Center in Vinton. He requested assistance and guidance in finding and identifying a building that could meet their needs. He provided information regarding the type of building they are looking for and the contact information. Mr. Seitz requested an opportunity to come back to a future Council meeting to make a more detailed presentation. The Mayor referred him to the Town Manager and Town Clerk for scheduling.

The next item on the agenda was the consideration of public comments on a request to revise Water and Wastewater Fees and Charges Schedule pursuant to authority granted by Virginia Code §§ 15.2-2111, 15.2-2119 and 15.2-2122, according to the Vinton Town Code, Chapter 24, Utilities, Section 94-22 Fees and charges for water service and Section 94-74, Fees and charges for wastewater service. The Mayor opened the Public Hearing at 7:40 p.m.

Public Hearing opened

Anne Cantrell commented the Town hired Davenport & Company to do a rate study, which was presented to Council in July. The study recommended an adjustment to the rates to accompany an \$8.3 million investment in the utility system. The proposed changes will be a decrease in the minimum charge and an increase in the consumption to remove the provision that would allow for the first 3,000 gallons on a bi-monthly period to have no volumetric charge. An

informational brochure was posted on Facebook. The website and other social media. Ms. Cantrell further commented that she only heard from one citizen who had a few questions, but nothing negative. The Town Manager commented that one individual spoke to him and was very happy to see they we are moving to monthly and volumetric billing.

There were no public comments.

Council Member Scheid commented this has been thoroughly studied and discussed and Davenport did a great job. It was discussed several times in Finance Committee and at several Council meetings. Staff has done a great job in reviewing this and giving Council guidance and she thought we are ready to move forward. The Mayor agreed and commented it was certainly one of our more studied endeavors. Vice Mayor Liles commented that he liked the seamless approach.

Hearing no further comments, the Mayor closed the Public Hearing at 7:44 p.m.

Public Hearing closed

The Mayor commented that Council will take action on the matter at their November 5, 2019 meeting. The Town Clerk commented that there are some changes that will need to be made to the Town Code. Ms. Cantrell commented that the changes will not relate to the rates, but in order to go to monthly billing in July, 2020, there will be some language to be amended in the Code because it now currently mentions the 18th as being the due date. It should not affect anything that being done in November and will probably be brought to Council in the Spring. After further discussion, the Town Manager commented that staff would work with the Town Attorney on the necessary changes to the Code.

The next item on the agenda was to consider adoption of a Resolution approving and adopting the Roanoke Valley-Alleghany Regional Hazard Mitigation Plan dated August 15, 2019. Anita McMillan commented that she briefed Council at their October 1, 2019 meeting on the Plan, which has to be adopted in order for the Town or any locality in the Roanoke Valley to apply for a federal assistance grant for flood mitigation, property acquisition and relocation. The Plan has been reviewed and approved by the Virginia Department of Emergency Management (VDEM) and the Federal Emergency Management Agency (FEMA) Each locality has to adopt a Resolution for the Plan to be effective.

Council Member Scheid made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Stovall 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.

The next item on the agenda was to consider adoption of a Resolution awarding an engineering services contract and authorizing the Town Manager to execute the contract with Mattern & Craig for the Walnut Avenue Bicycle and Pedestrian Accommodations Project – 5th Street to Town West Limits. Anita McMillan commented that the estimated total project cost is \$1.4 million and will be funded by the Regional Surface Regional Surface Transportation Program (RSTP)/Set-Aside Transportation Block Grant (STBG) Program. As Council was briefed at their last meeting, this project was changed from a pedestrian bridge to this Walnut Avenue project, which staff thought would be more beneficial to the Town. She expressed appreciation to the Town Attorney for his review of the Contract and Scope of Services for the Project. The Scope of Services is estimated at \$166,800 for the Project.

The Town Attorney commented for the record that the materials in the agenda packet did not include Exhibits A and B to the Contract, which are the RFP and the proposal from Mattern & Craig.

Council Member McCarty made a motion to adopt the Resolution as presented; the motion was seconded by Vice Mayor Liles 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.

The Mayor commented on the success of the Fall Festival/Octoberfest/Rockoberfest, the Joint Economic Development Tour with the Roanoke County Board of Supervisors and the Grand Opening and Ribbon Cutting at the Billy Byrd Apartments.

Comments from Council: Vice Mayor Liles and Council Member McCarty commented on the Festival/Octoberfest/Rockoberfest. Council Member Scheid commented on the recent VML Conference that was held in Roanoke. Council Member Stovall commented on the success of the Joint Economic Development Tour with the Roanoke County Board of Supervisors.

Adopted Resolution No. 2322 approving and adopting the Roanoke Valley-Alleghany Regional Hazard Mitigation Plan dated August 15, 2019

Adopted Resolution No. 2323 awarding an engineering services contract and authorizing the Town Manager to execute the contract with Mattern & Craig for the Walnut Avenue Bicycle and Pedestrian Accommodations Project – 5th Street to Town West Limits

The next item on the agenda was a request to convene in Closed Meeting, Pursuant to §2.2-3711(A)(5) for discussion concerning a prospective business interested in locating in the Vinton downtown area where no previous announcement has been made of the business' interest in locating its facilities in the community and § 2.2-3711 (A) (7) for consultation with legal counsel and briefings by staff members pertaining to actual litigation, where such consultation or briefing in open meeting would adversely affect the Town's negotiating or litigating posture.

Council Member Stovall 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 7:56 p.m.

At 9:15 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 Stovall 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.

Certification of Closed Meeting

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 9:16 p.m.

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, OCTOBER 15, 2019 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 Stovall with all in favor.


Clerk of Council