

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, JUNE 16, 2020, AT 7:00 P.M. BY ELECTRONIC COMMUNICATIONS PURSUANT TO SECTION 15.2-1413, CODE OF VIRGINIA (1950), AS AMENDED, AND ORDINANCE NO. 1016

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

STAFF PRESENT: Pete Peters, Assistant Town Manager/Director of Economic Development
Susan N. Johnson, Executive Assistant/Town Clerk
Jeremy Carroll, Town Attorney
Anne Cantrell, Finance Director/Treasurer
Tom Foster, Police Chief
Anita McMillan, Planning & Zoning Director

OTHERS PRESENT: Debbie Adams, The Vinton Messenger

The Vinton Town Council meeting was held via Zoom with livestreaming on the Town of Vinton, Virginia Government Facebook Page. 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 and announced there was a quorum of Council. The Town Clerk next announced the names of staff and others present, confirmed that the meeting was being held in accordance with Ordinance No. 1016 and Amendment 28 to House Bill 29 adopted at the 2020 Reconvened Session of the Virginia General Assembly and that everyone present was participating by electronic means.

Roll call

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

Under upcoming community events/announcements, Council Member McCarty announced the following: Lancer Lot has opened back up; tentative Mingle at the Market dates are July 11 with Uptown and Master Sergeant BBQ and July 25 with 5 Shades of Gray and Mountain Grille. Social distancing guidelines will be followed and more details will be shared later.

Council Member Scheid made a motion to approve the Consent Agenda, as presented; the

Approved minutes of the Regular Council Meeting of April 21, 2020, May 19, 2020

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.

Under awards, introductions, presentations and proclamations, the Mayor read a Proclamation honoring outgoing Council Member Scheid and showed a picture of the gift from Council.

The next item on the agenda was the consideration of public comments regarding the Town of Vinton’s intention to apply for a Community Development Block Grant (CDBG) for the Town of Vinton - COVID-19 Response Project. The Mayor opened the Public Hearing at 7:11 p.m.

Pete Peters first commented that as previously discussed during the first Public Hearing on June 2, 2020, the Virginia Department of Housing and Community Development (DHCD) has set aside \$6.6 million of CDBG Grant funds toward COVID-19 response efforts. Town staff investigated opportunities where we could have some impact locally with the grant funds.

We have prepared a \$750,000 grant application to assist a local business with the purchase of additional equipment to increase their manufacturing of medical grade fabric used to produced PPE for medical gowns in hospital settings. Also, the business anticipates making an investment of over \$3.5 million toward the purchase of new equipment, which will allow them to increase their annual production by over two million linear feet of fabric. In addition, the expansion will allow them to hire 30 additional employees, which is important to the CDBG application and 16 of those positions are expected to benefit low to moderate income individuals or households.

and June 2, 2020; adopted Resolution No. 2361 appropriating funds in the amount of \$152.00 for the receipt of a check received for scrap metal property; adopted Resolution No. 2362 appropriating funds in the amount of \$2,689.01 for the receipt of an insurance claim made on a Town Vehicle that was intentionally damaged/vandalized by residents; adopted Resolution No. 2363 appropriating funds in the amount of \$3,425.00 for the receipt of an insurance claim for a damaged guardrail at Lynn Haven Circle and Washington Avenue

Public Hearing Opened

If we are successful in our application, we will utilize the funding as a reimbursement payment to the local business for the equipment that they purchase and as those hiring benchmarks are achieved. The Town has been successful in the past in utilizing CDBG funds through the Downtown Business Revitalization Improvements, Virginia Individual Development Account Program (VIDA) and the Cedar Avenue and W. Cleveland Avenue Housing and Community Infrastructure Rehabilitation Projects.

There were no public comments.

The Mayor closed the Public Hearing at 7:14 p.m.

Council Member McCarty made a motion to approve 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 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, 2020 and ending June 30, 2021. Anne Cantrell reviewed a PowerPoint presentation, which is on file in the Town Clerk’s Office as a part of the permanent record. The presentation included a breakdown of the total budget by fund, proposed budget highlights, recommended changes to the proposed budget as advertised, department position summary and the expenditure percentage breakdown. Council Member Scheid along with the Mayor and other Council Members expressed appreciation to Town staff for the hard work on the challenging budget this year.

Vice Mayor Liles made a motion to adopt the Ordinance 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) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

The next item on the agenda was to consider adoption of an Ordinance accepting and appropriating funds in the amount of \$706,693 from the Commonwealth of Virginia for the locally-based allocation distributed as a component of the

Public Hearing Closed

Adopted Resolution No. 2364 authorizing the Town Manager to submit a 2020 CDBG Grant Application for the Town of Vinton COVID-19 Response Project as presented to Council and any other necessary documents

Adopted Ordinance No. 1018 approving the Town of Vinton, Virginia budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021

Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020. Anne Cantrell first commented that a primary component of the CARES Act is \$150 billion in assistance to state, local, territorial, and tribal governments for the direct impact of the COVID-19 pandemic. No towns in Virginia were direct recipients of this grant; however, according to the Coronavirus Relief Fund (CRF) Agreement, Counties must make available a fair share to towns within their jurisdiction. Roanoke County has agreed to share with the Town a percentage of the total CARES Act funds received based on the Town Population to the County Population, which would amount to 8.60% or \$706,693.

Ms. Cantrell next commented on the qualifying expenses that the funds can be used for and that the Town is continuing to determine what is eligible on our list of expenditures. Some of the considerations are improvements to facilities, small business assistance, laptops and related equipment for teleworking and personnel costs and personal protective equipment. Because of the timing, a portion of our funds were spent before June 30th and we have to account for their portion of the revenue and expense in our June 30, 2020 Financial Statement. We are requesting that Council appropriate the full balance of the grant and after the year end, any funds remaining will be rolled forward for us to use in FY 2021.

In response to a question regarding the 8.6%, Ms. Cantrell commented that is the percentage that is used to calculate sales tax that we receive from Roanoke County.

Council Member Scheid asked when clarification would be received if items need to be spent or encumbered by December 30th. Mr. Peters responded that the most recent information indicated that the funding needs to be spent by December 30th. The Town Attorney also commented that the initial guidance was that it had to be spent by December 30th.

The Town Attorney asked if Roanoke County had proposed a contract. Ms. Cantrell responded they have not and are still early in the logistics discussion. They have offered to pay the expenses on the Town's behalf and the funds would not flow

through the Town at all. The Town Attorney further commented that he has seen other jurisdictions handle the funds this same way. There is the potential for an audit by the Treasury Department and a repayment obligation if the money is spent for something that does not qualify and this could be addressed in a contract. Ms. Cantrell next commented that our auditors are going to review the expenditures first and we will work with them to make sure they are comfortable with them before sending to the County.

Council Member Scheid made a motion to adopt the Ordinance 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 to transfer funds in the General Fund and Utility Fund between line items and cost centers to balance these accounts in the FY 2019-2020 Budget. Anne Cantrell commented that each June we forecast out our accounts to see what department line items are going to be overspent and where there are available funds to move to those line items. Our auditor requires this because our budget is adopted by department. If a department is overspent at the end of the year, we receive an audit comment because they went over the amount appropriated by Council.

Council Member Stovall 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 next item on the agenda was to consider adoption of a Resolution in support of the reopening of Rosie's Gaming Emporium. Pete Peters commented that Rosie's closed the Vinton and four other locations in Virginia as well as the facilities they operate in five other States due to the COVID-19 Pandemic. Rosie's was quick to take action and created a re-opening plan that was a part of the agenda package called Rosie's Extra-Care. Unfortunately, historic horse racing facilities were not included in Phase II of the Governor's re-

Adopted Ordinance No. 1019 accepting and appropriating funds in the amount of \$706,693 from the Commonwealth of Virginia for the locally-based allocation distributed as a component of the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020

Adopted Resolution No. 2365 to transfer funds in the General Fund and Utility Fund between line items and cost centers to balance these accounts in the FY 2019-2020 Budget

opening plan that took effect on June 5th. However, on that date it was estimated that 60% of similar facilities across the United States including facilities in Maryland, West Virginia, Kentucky and Tennessee had all reopened.

This Resolution is one that several other governments that host Rosie's facilities in their jurisdictions are offering to support their reopening. The plan is to submit this to the Governor's Office in hopes that he will reconsider allowing them to reopen under Phase II or at least within Phase III. We have not been given any word about how Phase III would be rolled out and that information will be released this coming Thursday. Rosie's is one of the few businesses in Vinton that has not been allowed to reopen under Phase II.

Council Member Stovall commented that he would send Council a direct email address to the Governor and suggested that they also send an email in support of the reopening of Rosie's.

Pete Peters commented that he contacted the other gaming facility in Town and offered to do a similar Resolution in support of their reopening if they would provide their reopening guidelines and how they plan to address the public safety. We have not received that information from them.

Council Member McCarty made a motion to adopt the Resolution as revised; 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) – McCarty, Scheid, Stovall, Liles, Grose; Nays (0) – None.

Adopted Resolution No. 2366 as revised in support of the reopening of Rosie's Gaming Emporium

The next item on the agenda was to consider adoption of a Resolution ratifying and approving the Town of Vinton Strategic Plan 2020-2025. Pete Peters commented that on February 21, 2020, Council and the Leadership Team participated in a Retreat facilitated by the Council of Community Services to help us develop a new strategic plan. The five-year Strategic Plan includes a new Mission Statement, Vision and Goals for the Town and this along with our annual budget will serve as our guiding documents for the next five-year period. The Plan will be posted on our Town website and social media.

Council Member Stovall and the Mayor commented on the importance of having a five-year plan. Council Member Scheid commented on the pay plan study that was a part of the retreat and the great momentum at the time to implement part of the plan. She hoped at some time in the not too distant future, Council would be able to get back to the plan. Council Member Stovall and the Mayor both agreed that we need to get back on track to implementing that plan.

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

Pete Peters commented that Roanoke City Council approved a measure to allow e-bikes on their Greenways and trails at Carvins Cove as a result of legislation passed by the General Assembly. If the Town takes no action e-bikes would be allowed on Vinton Greenways. We are still waiting to see what Roanoke County is going to do. Council Member Scheid commented on the difference in the City, County and the Town between paved, cinder surface and natural surface greenways. She felt that some of the greenways would be appropriate for Class 1 e-bikes, but that Class 2 or 3 e-bikes would not be appropriate, especially on the unpaved greenways. There will be public safety and potentially maintenance issues. In response to a question from Vice Mayor Liles about the three classes of the e-bikes, Council Member Scheid commented that Class 1 does not have a throttle, is pedal assisted and can go up to 20 mph. Class 2 has a throttle and can go 20 mph and Class 3 has a throttle and can go up to 28 mph. Mr. Peters further commented that staff will bring any further updates back to Council.

Chief Foster announced that on the recommendation of the National Night Out Organization, the National Night Out Event originally scheduled for August 2, 2020 has been rescheduled to October 6, 2020. Chief Foster also announced that some reconnecting events are being planned for the community and more details will be provided at a later time.

Adopted Resolution No. 2367 ratifying and approving the Town of Vinton Strategic Plan 2020-2025

Under reports from Council Committees, Anne

Cantrell commented that the Finance Committee met electronically on June 9, 2020. At that meeting, the Committee reviewed the Scrap Metal, Dump Truck and Guardrail Damage Resolutions and the CARES Act Funding Budget Resolution. The Committee also reviewed the April 2020 Financial Report, the FY 2021 budget and the June budget transfer Resolution. Ms. Cantrell commented on the April Financial Summary Report that was a part of the agenda package and the total cash and investments available in April.

Council Member Scheid made a motion to approve the April 2020 Financial Report 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 April 2020 Financial Report

Under appointments to Boards/Commissions/

Committees, Vice Mayor Liles made a motion to appoint Anne Cantrell to the Greater Roanoke Transit Company Board for a one-year term beginning July 1, 2020 and ending June 30, 2021; 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.

Appointed Anne Cantrell to the Greater Roanoke Transit Company Board for a one-year term beginning July 1, 2020 and ending June 30, 2021

The Mayor expressed appreciation to the Police

Department for their involvement in a recent parade for a local citizen’s birthday. The Mayor next read prepared comments and expressed appreciation to outgoing Council Member Scheid for her service.

The Mayor next commented on the reconnecting events that were previously mentioned by Chief Foster. Because of the COVID-19 Pandemic, many of the important events in Town have had to be cancelled. These events attract many visitors, are very important to our citizens and give us an opportunity to connect with our neighbors and friends. The idea is to hold a series of block parties/social gatherings/reconnect events to allow us to reconnect and re-engage with each other as neighbors and friends. These events would be similar to the very family friendly National Night Out Events held by the Vinton Police Department and he has asked the Police Department to sponsor these events with the assistance of all of the Town

departments. The Mayor next commented that these events will be held in compliance with the State restrictions and recommendations that are in place at the time due to the COVID-19 Pandemic. He also suggested that they be held in the evening during the week so as to not interfere with any scheduled weekend events.

Comments from Council Members: Council Member Stovall made comments and expressed appreciation to outgoing Council Member Scheid. He next commented on the pot holes on Mountain View Road that need repairing and suggested that perhaps Council Members and any members of Town staff do a “meet and eat” in a local restaurant prior to some Council meetings. He expressed appreciation to Town staff again for their work during the COVID-19 Pandemic. Council Member McCarty commented that the reconnecting events was a great idea, commented on the pot holes on Mountain View Road and then read prepared comments and expressed appreciation to outgoing Council Member Scheid. Vice Mayor Liles commented that she concurred with the reconnecting events, doing a “meet and eat” before Council meetings and made comments and expressed appreciation to outgoing Council Member Scheid.

Council Member Scheid expressed appreciation for all of the kind words and that she felt she has gotten more out of this experience than she has given. If she has made a little bit of difference, then she is grateful. She thanked the Council that originally selected her to serve to complete the term of Wes Nance and expressed appreciation to Council Member Hare for all that he taught her on the Finance Committee. She also commented that the hiring of the Police Chief and Town Manager right after she was appointed to Council were two things that she was the proudest of and felt that Council got the right people in the right job at the right time.

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 8:30 p.m.

Meeting adjourned

APPROVED:

Bradley E. Grose

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson

Susan N. Johnson, CMC, Town Clerk