

MINUTES OF A WORK SESSION HELD BY VINTON TOWN COUNCIL ON TUESDAY, NOVEMBER 3, 2009 AT 5:30 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

Mr. Kennedy gave a Powerpoint presentation on water and wastewater philosophies and emerging trends. Three of the most significant points made during his report were:

1. First class water and sewer infrastructure is critical for public health, fire protection, economic growth and quality of living.
2. Rates must be increased to ensure both effective maintenance and renewal of water and wastewater systems and to comply with federal and state regulations.
3. There will be a much tougher enforcement environment in the near future by federal regulators for water and wastewater.

At the conclusion of Mr. Kennedy's report, he advised that the second part of his presentation would take place at a work session on November 17, 2009, at 5:30 p.m. The Mayor thanked Mr. Kennedy for his very informative report and advised that other work session items would be discussed following the regular Town Council meeting at 7:00 p.m. At 6:50 p.m., Council attended the VinEvent Arts Reception in the Lobby of the Municipal Building.

MINUTES OF A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD AT 7:00 P.M., ON TUESDAY, NOVEMBER 3, 2009 IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

MEMBERS PRESENT: Bradley E. Grose, Mayor
Robert R. Altice
Carolyn D. Fidler
W. Wesley Nance
William E. Obenchain, Jr.

STAFF PRESENT: Chris Lawrence, Town Manager
Elizabeth Dillon, Town Attorney
Darleen Bailey, Town Clerk
Mike Kennedy, Public Works Director
Joey Hiner, Assistant Public Works Director

Agenda

- A. 5:30 P.M. – Utilities Work Session
 - B. 6:30 P.M. – VinEvent Artists Reception
 - C. 7:00 P.M. – Roll Call and Establishment of a Quorum
 - D. INVOCATION
 - E. PLEDGE OF ALLEGIANCE TO THE U. S. FLAG
 - F. CONSENT AGENDA
 - 1. Approval of Minutes: Regular Meeting of October 6, 2009
 - 2. Re-Appoint Juanita Echols to the Fair Housing Board – Resolution No. 1842
 - G. AWARDS, RECOGNITIONS, PRESENTATIONS
 - 1. Recognition of Town's 40 Year Membership on the Roanoke Valley Alleghany Regional Commission
 - 2. Recognition of Mayor Grose's 3 Years of Service as Chairman of the Roanoke Valley Alleghany Regional Commission
 - H. CITIZENS' COMMENTS AND PETITIONS
 - I. TOWN ATTORNEY
 - J. TOWN MANAGER
 - 1. Authorization for the Town Manager to Execute a Contract Agreement with VA DHCD – Resolution No. 1843
 - 2. Request from Appalachian Power Company for Town's Approval to Utilize Town Owned Property – Resolution No. 1844
 - 3. Request from Police Chief to Transfer Funds to Cover Match for DCJS Continuation of Criminal Justice Systems Improvement Grant – Resolution No. 1845
 - 4. Briefing Update on Status of Vinton Business Center Entrance Sign
 - K. MAYOR
 - 1. Acknowledge Recognition of Council Members Robert Altice and Carolyn Fidler by the Virginia Municipal League
 - L. COUNCIL
 - M. ADJOURNMENT
- WORK SESSION
- 1. Guidelines for Citizen's Participation at Town Council Meetings

Mayor Grose called the regular meeting to order at 7:00 p.m. Following roll call, Mr. Bill Booth gave the invocation and Carolyn Fidler led the Pledge of Allegiance to the U.S. Flag.

Roll call, invocation and Pledge of Allegiance to U.S. Flag.

The Consent Agenda was approved on a motion by Mr. Obenchain that was seconded by Mr. Nance and approved with all in favor.

Wayne Stickland, Executive Director of the Roanoke Valley–Alleghany Regional Commission, recognized the Town’s 40 year membership on the Regional Commission. He also recognized Mayor Grose’s three years of service as Chairman of the Roanoke Valley–Alleghany Regional Commission and pointed out some of the Mayor’s accomplishments during his tenure as Chairman such as:

1. In 2007, the Mayor encouraged the Regional Commission to begin the process of updating their Strategic Plan which led the Commission to become more involved and engaged in the Regional Water Supply Plan. As a result, the Greater Roanoke Regional Water Supply Plan and the Upper James River Water Supply Plan will soon be ready for adoption and work has begun on Craig County and New Castle’s Water Supply Plan.
2. Mayor Grose is also responsible for Commission involvement in the “Green Initiative” which has resulted in the Commission being selected by the Regional Chamber of Commerce as one of 10 businesses designated as a “Cool Business”.
3. The Regional Commission’s expansion of relationships with other regions.

Mr. Strickland stated that the Mayor will continue to serve on the Commission’s Executive Committee. Mayor Grose thanked Mr. Strickland for his kind words.

Anita McMillan reported on a request for Council to authorize the Town Manager to execute a contract agreement with the Virginia Department of Housing and Community Development (DHCD). She advised that the Town submitted a letter to the DHCD in January expressing interest in applying for a Community Development Block Grant (CDBG) to assist in the development and completion of the Downtown Economic Restructuring and Marketing Plan and the Downtown Physical Improvement Plan to help the Town to initiate its Business District Revitalization Project. She advised that after completing a list of activities requested by DHCD, the grant was submitted and on October 14, 2009, the Town received the DHCD Planning Grant Contract agreement. She asked that Council authorize the Town Manager to execute the agreement so that the scope of work can begin.

Adopted Resolution No. 1843 authorizing the Town Manager to execute a contract agreement with the Virginia DHCD for a \$35,000 planning grant

Mr. Nance noted that this was an important first step and moved to adopt proposed Resolution No. 1843 authorizing the Town Manager to execute a contract agreement with the Virginia Department of Housing and Community Development for a \$35,000 planning grant. The motion was seconded by Mr. Altice and passed unanimously on a roll call vote.

Following their vote, Mayor Grose pointed out that it is important that Town

Council and staff acquire as much input as possible from the citizens during this process as this is an opportunity to shape the way Vinton will look in the future, both physically and economically.

Mr. Lawrence recognized Ms. Caudill, Ms. McMillan and Ms. Layman for the work they did to get this grant.

Mr. Lawrence reported on a request from Appalachian Power Company for the Town's approval to use Town-owned property for the location of two 80' power line poles as part of their 138 kV Transmission Line Project. He noted that the property in question is a vacant 5.5 acres parcel located off Walnut Avenue that the Town acquired several years ago as part of a Department of Emergency Management grant to reduce the impact of flooding on the property.

He went on to say that because the parcel was purchased with Federal grant funds, approval from FEMA would be required before any type of construction can take place on the property. He noted that copies of the approved Resolution supporting APCo's proposal will need to be sent to FEMA with APCo's request. If FEMA approves the proposal, Council will then need to approve an agreement between the Town and APCo. regarding the transfer of easement rights. The Town Manager advised that the Town Attorney and the Town's representatives from VDEM had reviewed and approved the proposal.

Ms. Fidler moved to adopt proposed Resolution No. 1844 supporting the request from Appalachian Power Company to utilize Town owned property. The motion was seconded by Mr. Altice and passed unanimously on a roll call vote.

Mr. Rotenberry thanked Town staff and Council for their assistance on this project. Mr. Altice complemented Appalachian Power Company staff on their presentations.

Mr. Lawrence reported on a request from Police Chief Cooley to transfer funds received from the Department of Criminal Justice for the continuation of the Criminal Justice Systems Improvement grant. He advised that the Police Department has been working to update their CAD system and as a part of that process, they want to move from their current Interact System to the New World System. He noted that because the New World System is the same system used by Roanoke County, the Town will be able to purchase the New World System at a lower cost under Roanoke County's contract. Mr. Lawrence pointed out that it would be more costly to continue with the Interact System.

The Town Manager reported that the Police Department currently uses Crime View Crime Community Desktop for crime analysis and the grant funds would pay for software that would allow this program to interface and pull data from the New World Records System.

Mr. Lawrence reported that the Police Department had received a grant from the Department of Criminal Justice Continuation Improvement Grant for \$24,503 to purchase the New World System with a grant match of \$8,000. He advised that the \$8,000 would come out of the Wireless 911 Grant account that is funded by the state.

Adopted Resolution No. 1844 supporting APCo's request to utilize town property for power line poles.

Adopted Resolution No. 1845 transferring DCJS grant funds and approving transfer of grant match

Mr. Altice moved to adopt proposed Resolution No. 1845 approving a fund transfer of \$8,167 for the grant match and for the DCJS grant funds in the amount of \$24,503. The motion was seconded by Ms. Fidler and unanimously approved.

Consuella Caudill, Assistant Town Manager, reported on the most recent design proposal for the Vinton Business Center's sign. She recalled that several months ago, a committee made up of Town staff and Roanoke County's Community Development Department worked on developing renderings of sign designs which had been presented to Council for their review and comments at a previous meeting. She went on to say that there did not seem to be an overwhelming agreement for any of the renderings so staff asked the Town's architects to talk with County and Town staff to get their ideas, to evaluate the site to determine what might work best on the site and then to design a new sign based on their findings.

Approved design for a new sign for the Vinton Business Center

Ms. Caudill presented Council with the architects' rendering that was completely different from any of the previous designs. She stated that she and the others on the committee feel the new sign design would be the best choice for the location and better reflects the type of tenants and uses at the park. She noted that the sign would be a good fit for that part of the County.

Ms. Caudill explained that the sign, which would be located at the toe of the slope on the first parcel coming into the park, would have two faces and would be a "V" shaped sign. She assured Council that the sign meets all Roanoke County requirements for setback, height, etc. The sign would have a concrete base that will be similar to the signs at the new Fire Station on Plantation Road and Hollins Road and the Fleet Service Building that is off Old Hollins Road.

She reported that the cost for the sign is estimated to be \$25,000 including installation. Mr. Altice pointed out that the cost for the sign would be shared with Roanoke County. The design of the new sign was approved by a consensus of Town Council.

Mayor Grose congratulated Council members Fidler and Altice who were recognized by VML for completing a course called Virginia Elected Officials Leadership Academy. He went on to say that it is a significant achievement and sets a good example for those who serve on the Planning Commission and the Board of Zoning Appeals to become certified.

He thanked the Arts Council for their new display of art in the Municipal Building Lobby. Since it was Election Day, the Mayor acknowledged that he felt very lucky to be able to live in a country where he can vote freely without intimidation.

Mr. Nance noted that it was good to have Mr. Obenchain back and congratulated Advance Auto on their newly constructed building.

Ms. Fidler commented on the VML Conference this year and the great job done by the City of Roanoke in sponsoring and helping to organize it. She reminded everyone of a meeting scheduled for the following Thursday at 5:15 to discuss the revitalization of Vinton.

Mayor Grose adjourned the regular meeting at 7:50 p.m.

WORK SESSION

1. Mr. Lawrence asked Council to consider amending the "Guidelines for Citizen Participation at Town Council Meetings. He stated that the first item listed requires that anyone wanting to speak at the meeting had to notify the Town Manager's office by the Wednesday prior to the meeting at 5:00 p.m. in order to be placed on the agenda. He felt this requirement was not an example of a positive, open-government perspective. He also had a problem with the third item that requires anyone wanting to speak to submit a Citizens Request Form to the Clerk prior to the opening of the Council meeting. Mr. Lawrence noted that these two items have not been enforced and should be removed from the guidelines.

Following a brief discussion, it was the consensus of Council to have staff to re-work the "Guidelines for Citizen Participation at Town Council Meetings and to bring it back to Council for approval at their November 17th meeting.

There was no further business and the work session adjourned at 8:05 p.m.

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Darleen R. Bailey, Town Clerk