

MINUTES OF A COUNCIL IN THE NEIGHBORHOOD MEETING OF VINTON TOWN COUNCIL
HELD AT 6:30 P.M. ON TUESDAY, APRIL 16, 2013, AT THE CRAIG AVENUE RECREATION
CENTER, 900 CHESTNUT STREET, VINTON, VIRGINIA.

MEMBERS PRESENT: Bradley E. Grose, Mayor
William W. Nance, Vice Mayor
I. Douglas Adams, Jr.
Matthew S. Hare

MEMBER ABSENT: Robert R. Altice

STAFF PRESENT: Christopher S. Lawrence, Town Manager
Susan N. Johnson, Executive Assistant/Town Clerk
Elizabeth Dillon, Town Attorney
Ryan Spitzer, Assistant to the Town Manager
Ben Cook, Police Chief
Mark Vaught, Police Lieutenant
Christopher Linkous, Fire/EMS Captain
Chad Helms, Fire Lieutenant
Barry Thompson, Finance Director/Treasurer
Gary Woodson, Public Works Director
Joey Hiner, Assistant Public Works Director
Anita McMillan, Planning & Zoning Director
Stephanie Dearing, Human Resources Director
Kevin Kipp, War Memorial Facility Manager

The Mayor opened the meeting at 6:30 p.m. and welcomed everyone in attendance.

Joseph Banks of 315 Franklin Avenue asked about the plans to upgrade the sewer line that runs through Franklin Avenue. He stated that several times it has backed up into his brother's basement. His brother's name is Ronald Banks, 313 Franklin Avenue and he furnished his contact number to Mr. Woodson, Public Works Director, for follow up.

Diane Childress of 130 Craig Avenue asked what time Banks Park is supposed to close. Harriet Childress responded that it is between 10 and 11 p.m. Vice Mayor Nance asked if there were issues after closing time and she responded yes. Chief Cook responded that his officers will check on the matter and she responded that more security is needed there after 11 p.m.

James Wright of 101 Giles Avenue asked about plans for the buzzard situation. He said at times his roof is completely covered with buzzards. The Town Manager responded that they have created a problem in the Town for several years, but they are a federally protected species. They were at the old William Byrd High School and now they are at the Public Works facility and obviously in the Gladetown neighborhood. Public Works has taken some measures to keep them from roosting. Lieutenant Vaught commented that a device which makes a lot of noise has been used to try and scare them away. Mr. Wright

commented that he just put a new roof on his house last year and Yvonne Childress mentioned they are a problem on Craig Avenue as well. The Town Manager indicated that citizens can call his office or the Police Department when they see them in the neighborhood.

Mr. Hare asked the group what they think about the car repair service on 2nd Street. Diane Childress responded that it causes a problem with traffic flow because cars are parked in the road. Harriet Childress commented on the traffic on 2nd Street and the U-Haul trucks that are parked there. Diane Childress also commented about the rental of U-Hauls from that business operated by Mr. Overstreet and Mr. Hare asked if he was allowed to do that. Anita McMillan, Planning & Zoning Director, responded that this is allowed and that staff continues to meet with him regarding the parking of his vehicles in the right-of-way.

Harriet Childress commented on the stop sign at the intersection of Augusta and North Pollard and the fact that drivers treat it as a yield sign.

At this time, all of Town staff, Council and the visitors present introduced themselves.

James Wright asked why we now have a moment of silence as part of the meeting instead of prayer. The Mayor responded that based on recent controversy and lawsuits on the issue of prayer, this Council carefully considered all of the different approaches it could take along with the advice of our Town Attorney. Council agreed that the moment of silence best served our community in that it gives everyone the opportunity to pray in a way that they see fit. Mr. Hare, Vice Mayor Nance and Mr. Adams also expressed their personal feelings about the issue, but confirmed their support of the decision made by Council as a whole.

The Mayor called the regular meeting to order at 7:00 p.m. The Town Manager called the roll with Council Member Adams, Council Member Hare, Vice Mayor Nance and Mayor Grose present.

Roll call

The Mayor introduced the Moment of Silence and Diane Wright led the Pledge of Allegiance to the U.S. Flag.

Mr. Adams made a motion to approve the consent agenda as presented; the motion was seconded by Vice Mayor Nance and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Hare, Nance, Grose; Nays (0) – None; Absent (1) - Altice.

Approved minutes of Special Budget Work Sessions of March 28 and 29, 2013

Vice Mayor Nance read a letter from Chief Cook naming Police Officer Daniel King as Officer for the month of March 2013.

The next item on the agenda was a Proclamation for Arbor Day. The Mayor commented that the Arbor Day Celebration will be held on Friday, April 26th, at the Municipal Building. The planting will be a new Town Christmas tree and trees adjacent to the drive-thru. The preschool department from Thrasher United Methodist Church will participate in the event. The Mayor then read the proclamation.

The next item was a Proclamation for National Volunteer Week. Mr. Hare read the proclamation. Following that, Kevin Kipp, War Memorial Facilities Manager, commented that the William Byrd High School Band will be recognizing our volunteers by name during the Dogwood Festival and will have some banners displayed. Council was handed a sample lapel pin that we will be presenting to our volunteers at a Luau at the Vinton Pool on May 31st.

The next item was a Proclamation for National Public Safety Telecommunicators Week. The Roanoke County Emergency Communications Center serves the Town and Bill Hunter, Communications and IT Director from Roanoke County made brief comments. He expressed appreciation to the Town for being recognized in this way. Seven of the over 40 Telecommunicators were present. Mr. Adams read the proclamation and presented it to Mr. Hunter. Mr. Hunter invited everyone to an open house at the 911 Center on Saturday, April 20th from 1-3 pm. Chief Cook also expressed his appreciation and then the group introduced themselves.

The next item was acceptance of the AVA Digital Award, 2013 Gold Winner, for the Town's website. The Mayor commented that the Town was one of 12 winners out of 2,000 entries and then mentioned the members of our Website Design Team.

The next item, not on the agenda, was a Proclamation recognizing April 16, 2013 as the sixth anniversary of the Virginia Tech Remembrance Day. As the group stood, the Town Manager commented that he is honored to read the Proclamation because he is a graduate of Virginia Tech and was working in Blacksburg the day of the tragic event. He then read the Proclamation.

The next item was to consider adoption of a Resolution approving the 2013-2014 operating budget for the Roanoke Valley Regional Cable Television Committee. Elaine Bays-Murphy began with background information regarding RVTV Channel 3. The operational budget is based on the amount of Cox subscribers in each locality. The Town's share of the upcoming budget is 4%. This past year they produced the High Ground Anniversary event; completed several PSAs including the Dogwood Festival, the Farmer's Market and several of the Town's website PSAs. Three shows—Roanoke County Today,

Roanoke County Business Partners and Accent Excellence also feature the Town. The total operating budget request is \$382,917 and the Town's 4% will be \$15,317, which is a decrease from last year of \$2,873.

Mr. Hare asked about the use of surplus funds last year. Ms. Murphy-Bays responded that the Committee established a policy of a \$15,000 cap on the surplus funds and they will not draw from those funds for the upcoming budget year. Mr. Hare asked if we have less Cox subscribers, how are the messages getting out to those people and the response was social media through websites, Facebook, Twitter and U-Tube, for example. Mr. Hare asked if we have RVTV linked to our website and the Town Manager commented that we will check on it.

Vice Mayor Nance made a motion to adopt the Resolution as presented; the motion was seconded by Mr. Adams and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Hare, Nance, Grose; Nays (0); Absent (1) - Altice.

Adopted Resolution No. 2011 approving the 2013-2014 operating budget for the Roanoke Valley Regional Cable Television Committee

The next item was to consider a Resolution approving the 2013-2014 operating budget of the Roanoke Valley Resource Authority. Council had already been briefed in detail at their April 2nd meeting. Dan Miles, Executive Director, presented the total operating budget request of \$8,237,335 and made brief comments. This budget does include a \$2 per ton increase.

Mr. Hare asked what prompted the Board to get rid of the wood mulch sales. Mr. Miles responded that because of a fluctuation at the mulch site, sometimes not enough and sometimes too much, a decision was made to put the commercial sales of the mulch out for bid. Based on two bids they received, it was decided to sell the mulch commercially to one vendor, but still provide the free mulch to residents.

After further comments, Mr. Hare made a motion to adopt the Resolution as presented; the motion was seconded by Mr. Adams and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Hare, Nance, Grose; Nays (0); Absent (1) - Altice.

Adopted Resolution No. 2012 approving the 2013-2014 operating budget for the Roanoke Valley Resource Authority

Mr. Miles indicated that the Town's portion of this budget is \$168,000.

The next item was to consider adoption of a Resolution authorizing the Town Manager to execute an Extraterritorial Arrest Agreement between the Town, Roanoke County, Roanoke City and the City of Salem. Chief Cook commented that all of the other localities have approved this Agreement. The Agreement will give every officer in each locality the authority and ability to enforce laws in each other's jurisdiction. This will allow an officer who is actively investigating a crime to

continue into another jurisdiction without having to wait on officers in that locality to assist. It will also allow assistance from neighboring jurisdictions to conduct special enforcement operations. Vice Mayor Nance made a motion to adopt the Resolution as presented; the motion was seconded by Mr. Hare and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Hare, Nance, Grose; Nays (0); Absent (1) - Altice.

Adopted Resolution No. 2013 authorizing the Town Manager to execute an Extraterritorial Arrest Agreement between the Town, Roanoke County, Roanoke City and the City of Salem

The next item was a briefing on the purchase of a 250/300 KW Mobile Diesel Generator. The Town Manager first commented that this purchase is two-fold, (1) to replace the generator at the 3rd Street Sanitary Sewer Lift Station, and (2) to have a generator that can be mobilized at other Town facilities in the event of an electrical power outage for emergency backup support.

Mr. Woodson next reviewed a Power Point presentation. All of our three existing lift stations are required to have backup generators. Niagara was done about four years and the other was done about 10-12 years ago. The 3rd Street lift station generator has been there for 20 plus years and we can no longer get parts. This Mobile Diesel Generator is proposed to be utilized at any of our 10 wells or any of our three booster pump stations. For an example, in an emergency situation if the whole Town lost power, we could actually connect to the Bush 2 well and supply water to the entire Town.

In response to a question, Mr. Woodson responded that it is proposed to set up a connection point at the wells and booster pump stations for easy connection of the generator. He reviewed the specifications for the generator. The estimated cost received three years ago for a fixed generator was \$60,000 and we projected the cost today to be \$65,000. However, we contacted a vendor and were told we could get a fixed generator for \$55,000. The cost estimate of getting the mobile unit is \$85-125,000. The increase in the cost is due to a new EPA Tier 4 Emissions compliance requirement on all non-road diesel engines. In addition the projected additional cost to connect all sites would be \$5-7,000.

In summary, Mr. Woodson commented that a fixed unit would be less expensive and would replace the one at the 3rd Street Station. If a mobile unit was purchased, it could be used throughout the Town for various emergency situations. Mr. Adams asked what cost was involved last summer when we rented a generator. The Town Manager explained that when the Governor declared a State of Emergency that opened State funding for emergency management. We then declared our State of Emergency and VDEM handled the rest with no cost to the Town.

Vice Mayor Nance asked if this would be a replacement for the one on 3rd Street or a backup for that one until it is no longer operational. Mr. Woodson responded that if we purchased the mobile unit, it would be a backup. Vice Mayor Nance then commented on paying \$70,000 more for the mobility, but the mobility disappearing as soon as the old one fails. So, do we buy the fixed one and then a smaller second generator to give the flexibility we need at some of the other pump stations?

Mr. Woodson then commented that if Council decides to proceed with the mobile generator and we have an incident for whatever reason, such as a power loss, we will have a generator capable of handling the outage. The 3rd Street generator may continue to run for five more years. However, if it fails and the repairman can repair it again, the proposed generator will keep it running long enough for the repair to be made. In response to a question about the size of the current generator at 3rd Street, it is not as large as the one proposed. Mr. Woodson suggested that it be sent out for bid as proposed with an option for a fixed unit and see during the bid process what kind of numbers come back.

Vice Mayor Nance asked Mr. Woodson if he would consider this generator a priority not only for day-to-day operations but also for emergency operations. Mr. Woodson responded that this is a public safety issue and would be the best investment over any other item in his department for the betterment of the Town.

After further comments, Mr. Hare indicated the most important issue is to have a backup system for the 3rd Street station. He would suggest replacing the 3rd Street generator with a permanent generator to eliminate the risks and to possibly put another mobile unit at Bush 2 for a backup.

The Town Manager summarized by saying that Council has been presented with the scenario of where we are, what the options are and now staff can put together some proposals and bring back to Council for further consideration. Mr. Woodson further commented on purchasing two permanent generators as opposed to a mobile unit which has more flexibility. Mr. Hare asked if it would be possible to have a switch at the 3rd Street Station that would automatically turn over to the new generator if the old one failed and the response from Mr. Woodson was that he would follow up and report back.

The next item was to consider nominations for the 2013 VML Policy Committees. After comments from the Mayor, the following nominations were read – Community & Economic Development – Mr. Adams and Christopher Lawrence; Environmental Quality – Mayor Grose and Anita McMillan; Finance – Mr. Hare and Barry Thompson; General Laws – Vice Mayor Nance and Transportation – Mr. Altice and Gary Woodson. Mr. Adams made a motion to accept the nominations

as read; the motion was seconded by Vice Mayor Nance and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Hare, Nance, Grose; Nays (0); Absent (1) - Altice.

Accepted nominations for the 2013 VML Policy Committees

The Mayor expressed thanks for those in attendance and to the Craig Center staff and Town staff for their work in preparing for and attending the meeting. He also invited everyone to the first public meeting on the proposed Vinton Library Branch on April 18th at the War Memorial at 7:00 p.m.

Mr. Hare made brief comments on the financial report for February 2013. We are on track where we should be in the General Fund and slightly above our target. From a cash standpoint we are up \$200,000 cash in the Bank from last month. Our expenditures are down, but a lot of that relates to timing issues. He then commented briefly on the Utility Fund and the new format for revenue comparisons in the report. Mr. Hare moved that Council approve the February 2013 financial report; the motion was seconded by Vice Mayor Nance and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Hare, Nance, Grose; Nays (0); Absent (1) - Altice.

Approved the February 2013 financial report

Comments from Council Members: Mr. Hare asked for an update relating to the fireworks for the July 4th celebration. The Town Manager responded that Mary Beth Layman is collecting the information and will make a report to Council at the April 30th Special Meeting. The options relate to costs. Ms. Layman is also researching the option of setting off the fireworks at Herman L. Horn School, but not for this year.

Mr. Hare next asked for an update on the email to Council regarding the EPA notice of violation. The Town Manager responded that Ms. McMillan is gathering all the information to make a response and he is very confident that we will be able to resolve the issues with either more documentation or some training which is acceptable to the EPA.

Mr. Hare then asked about the email regarding submitting our transportation priorities to the MPO Committee for funding and why we chose the Greenway as our first priority. The Town Manager responded that when staff reviewed the 10 criteria for this federal transportation funding, the biggest one is a project of a regional benefit. In considering every project we have in the Town that would help our region and applying all the other criteria, we considered what would make the most competitive application. After talking to our neighboring localities, the number one project that serves our entire region is the Greenway system.

Since the Town does not have a connection to the regional Greenway system because of the creek between us, we

elevated our Greenway bridge project to compete on the coat tails of the regional Greenway project, which has a huge amount of support. Other projects we listed are Walnut Avenue improvements such as sidewalks, striping, pedestrian crosswalks and bicycle lanes and a Phase 2 to Walnut Avenue.

At this point we need a consensus from Council to proceed with our submittal. The four local localities have been asked to write a letter in support of the Greenway System and we need the consensus of Council as well.

Mr. Hare commented that this bridge would connect the Glade Creek Greenway across to Tinker, but how does that bridge connect the rest of the Town to Roanoke County. Ms. McMillan responded that the connection to Tinker Creek goes all the way to the Roanoke River. The Town Manager commented that there is a gap for people in the Fallen Creek, Wolf Creek and Lindenwood sections of Town and then explained how you can walk through the Town by using sidewalks, etc. and connect to the future Glade Creek Greenway.

Mr. Hare asked if we should have the Greenway Commission also write a letter of support and Ms. McMillan said she would contact Liz Belcher. The Greenway Commission has also indicated their support of our submittal of the pedestrian bridge project. The Town Manager indicated he would also put in the same letter information regarding the need for the pedestrian bridge to connect the Town.

Mr. Hare moved that Council approve the submittal of the four projects from the Town to the MPO and submittal of a letter of support for the Greenway system along with asking the Greenway Commission to send a letter of support for our pedestrian bridge project; the motion was seconded by Mr. Adams and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Hare, Nance, Grose; Nays (0); Absent (1) - Altice.

Approved submittal of application to the MPO Committee along with letter of support for the Greenway system

Vice Mayor Nance expressed his appreciation to those attending the meeting. Also, the Vinton Baptist Youth worked throughout the Town on Saturday doing volunteer projects such as the exterior wall on Angelo's, helped at the Rescue Mission, Manna Ministries and also the Charity Cottage. Mr. Adams also expressed thanks to the citizens who attended the meeting.

Ms. McMillan mentioned the Earth Day Celebration to be held on Saturday, April 20th in Grandin Village area in Roanoke City.

Mr. Adams moved that the regular meeting be adjourned, the motion was seconded by Mr. Hare and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Hare, Nance, Grose; Nays (0) – None; Absent (1) - Altice. The regular meeting was adjourned at 9:11 p.m.

Regular meeting adjourned

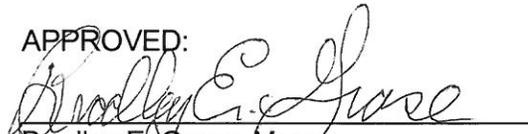
The work session began at 9:15 p.m. with a review of the Town's Manager's goals--carrying out the two-year strategic goals for set by Council and coordinating with Roanoke County to relocate our current Laserfiche Document Imaging system to the new network server and to implement this program in the Planning and Finance departments. Also, during this process we will be transferring all the police car videos to the network for backup purposes. The Town Manager then commented that we reduced our budget \$2,500 and have included an increase of \$1,500 in training/travel for him to attend a National ICMA Conference in Boston for begin work on his Credential Manager certification. The next year it will be in Charlotte, North Carolina.

In Building and Grounds, the Health Department budget was increased \$7,000 which reflects costs of utilities paid by Town and reimbursed by tenants. The Advancement Foundation is interested in renewing their lease for the upstairs area which will be brought back to Council for approval. Postage was increased \$4,500 and capital outlay of \$12,000 to replace the earlier mentioned file server and upgrade the Laserfiche system.

The Town Manager reminded Council of the Special Meeting on April 30th at 6:00 p.m. primarily to focus on the water and sewer rate increases. He then provided Council a comparison of the proposed salary increases of the adjoining localities. The Work Session was adjourned at 9:37 p.m.

Work Session adjourned at 9:37 p.m.

APPROVED:


Bradley E. Grose, Mayor

ATTEST:


Susan N. Johnson, Town Clerk