

Town Council Regular Meeting June 8, 2021

A regular scheduled meeting for the Altavista Town Council was held in Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on June 8, 2021 at 6:00 p.m.

At six o'clock p.m., Mayor Mike Mattox called the meeting to order and presided.

Council Members

Present: Vice Mayor Reginald Bennett
Mr. Tracy Emerson
Dr. Scott Lowman
Mayor Michael Mattox
Mr. Wayne Mitchell

Members Absent: Mr. Jay Higginbotham
Mr. Timothy George

Town Staff present: Mr. J. Waverly Coggsdale III, Town Manager
Ms. Amanda Owens, Assistant Town Manager
Mrs. Tobie Shelton, Treasurer/Finance Director
Mr. Thomas Merricks, Altavista Chief of Police
Mr. David Garrett, Public Works Director
Mr. Tom Fore, Altavista Utilities Director
Ms. Sharon D. Williams, Community Development Director
Mr. George Sandridge, AOT Main Street Coordinator
Mr. John Eller, Town Attorney
Mrs. Crystal Hailey, Administration

Altavista Utilities Director Tom Fore gave the invocation for this evening.

Mayor Mike Mattox led the meeting in the Pledge of Allegiance to the US Flag.

1. Agenda Adoption

Mayor Mattox informed Town Council of an amendment to the June 8th Council Meeting Agenda.

- #11 Closed Session: a second item was added to this evening's Closed Session: Section 2.2-3711 (A)(8) consultation with legal counsel (Town Attorney).

Mayor Mattox asked Council if they had any questions, comments, or concerns in regard to the proposed June 8, 2021 Council Meeting Agenda, to which there were none.

Councilman Mitchell made a motion, seconded by Councilman Emerson, to approve Council's June 8th Meeting Agenda as amended.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

At this time, Mayor Mattox recognized the new News & Advance Representative, Mr. Bryson Gordon, and thanked him for attending The Town of Altavista's Town Council Meeting.

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2. Recognitions and Presentations

▪ Personnel Changes

Town Manager Waverly Coggsdale informed Council of the town's personnel changes since May 1st, 2021.

○ Milestones:
None at this time

○ New Hires:

Glenn Campbell	Utilities Trainee/Part-time	5/06/2021
James Spearly	Public Works Maintenance Worker	5/11/2021
Joseph Chapman	Utilities Trainee/Water Operator	5/12/2021

○ Departures:
None at this time

Mayor Mattox welcomed the new hires to their employment with the Town of Altavista. He asked Town Council if they had any questions, to which there were none.

3. Citizen's Time (Non-Agenda Items Only)

Mayor Mattox asked if there were any citizen(s) present wishing to address Council with a comment or concern regarding a subject that was not listed on the June 8th, 2021 Council Meeting Agenda, to which there were none.

Mayor Mattox reminded citizens Town Council would be glad to speak with a citizen at any time regarding an idea or concern they may have pertaining to the town or community.

4. Town/Community Partner Updates

A. Altavista On Track (AOT)

AOT Main Street Coordinator George Sandridge gave Town Council a brief update of the organization's current and upcoming projects, since Council's regular meeting in May.

- Mr. Sandridge informed Town Council that AOT was hosting a fundraising golf tournament at London Downs Golf Course this summer. He stated the event was scheduled for Wednesday, August 18th, to begin at 1:30 PM.

Mr. Sandridge stated, due to the COVID-19 pandemic over the past year, AOT had been seeking to find more diverse ways to conduct fundraising for the organization. He stated the golf tournament was one of AOT's newest events this year.

Mr. Sandridge stated it was AOT's goal to bring further awareness of Altavista On Track to surrounding communities, while highlighting what Altavista's Downtown District has to offer. He stated he felt hosting events outside of the town would help assist AOT with that goal.

- Mr. Sandridge also informed Town Council that AOT was still waiting on a response from two grant applications.

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1) The DHCD (Department of Housing and Community Development) for a Downtown Investment Grant. Mr. Sandridge reminded Council that the funding from this grant would be utilized to further Altavista's Downtown District Business Investment Grant Program, which helps new downtown businesses with their first month's rent and utilities.

2) The USDA (United States Department of Agriculture) for a Rural Business Development Grant. He stated, if approved, it was AOT's intent to utilize the funding of this grant to purchase the property at 616 Broad Street, Altavista.

Mr. Sandridge informed Town Council that AOT should be hearing from both the DHCD and the USDA soon and he would inform Town Council and the AOT Board of the results when they are received.

- Mr. Sandridge referenced the Altavista Giblet Jog, an annual AOT fall event. He stated AOT would return to hosting the event "live" again this year, and was scheduled for Thursday, November 25th, starting at 8:30 a.m.

Mr. Sandridge stated he would be happy to answer any questions Town Council may have.

Mayor Mattox asked Council if they had any questions for Mr. Sandridge in regard to the AOT updates, to which there were none.

Mayor Mattox thanked Mr. Sandridge for the Altavista On Track updates and for his continued hard work for the Town of Altavista and its community.

B. Altavista Area Chamber of Commerce (the Chamber)

The new Chamber of Commerce Executive Director Grace Mattox shared with Town Council the Chamber's most current updates.

- Ms. Mattox informed Town Council that the Chamber of Commerce had once again started offering their community events "live" to the public. She stated the "Coffee and Conversation" event on May 27th was well attended.

Ms. Mattox stated, despite the torrential downpour of rain at the beginning of the evening, the first TGIF of 2021, on May 28th, was also successful. She stated she felt everyone that attended the event had a good time.

Ms. Mattox stated, although the first TGIF was held at the Altavista Train Station, the event would return to its original location, the Avoca Museum's property, starting in July. She stated Jodie Davis would be the music entertainment for that evening.

- Ms. Mattox informed Town Council she met with Altavista Community Development Director Sharon Williams and Altavista On Track Main Street Coordinator George Sandridge on Wednesday, May 26th to discuss details for the Chamber partnering with the town and AOT on future events and projects.

Ms. Mattox stated all three groups would continue to work together and strive to help the Altavista community grow and prosper.

- Ms. Mattox concluded by stating the Chamber had a couple of new business ribbon cutting ceremonies coming up soon, however the dates were not definite at that time.

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Ms. Mattox thanked Town Council for their time and their continued support of the Altavista Area Chamber of Commerce.

Mayor Mattox asked Council if they had any questions for Ms. Mattox, or comments in regard to the Chamber's updates, to which there were none.

Councilman Mitchell thanked the Altavista Area Chamber of Commerce for the good work they do, not only for the businesses in town, but for the Altavista community as a whole.

Mayor Mattox thanked Ms. Mattox for her time and the Chamber of Commerce updates.

5. Consent Agenda

- A. Approval of Council Meeting Minutes
 - o May 11th, 2021 Regular Meeting
 - o May 17th, 2021 Special-called Meeting
 - o May 25th, 2021 Work Session
- B. Acceptance of Monthly Financial Reports
 - o May 2021 Revenue And Expenditures
- C. Approval of Economic Development Incentives for Altavista's Downtown District
- D. Approval to Advertise for Bidding of the WTP Filter Improvement Project
- E. Approve Bid Award for VDEM Emergency Generator Project
- F. Authorize Town Staff to Write-off Delinquent Utility Accounts
 - o For Accounts that are Five Years Old and One Deceased Individual
- G. Approve Naming the Passive Trail in English Park the "Jenks River Trail"
- H. Approve Use of English Park for a Bluegrass Festival – April 22 & 23, 2022
 - o Including Waiver of Booker Building Rental Fee for Exterior Stage Use
- I. Approve Bid Award for the FY2021 and FY2022 Town Paving Contract
- J. Approve the Peed & Bortz Proposal for the Frazier Road Drainage Project

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the June 8th, 2021 Consent Agenda, to which there were none.

Vice Mayor Bennett made a motion, seconded by Councilman Emerson, to approve the June 8th Council Meeting Consent Agenda as presented.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

6. Public Hearing(s)

There were no public hearings scheduled for the evening of June 8th, 2021.

7. Unfinished Business

- A. Adoption of the Town of Altavista's:
 - FY2022 Town Budget
 - FY2022-2026 Capital Improvement Plan (CIP)
 - FY2022 Master List of Fees and Charges
 - FY2022 Utility Rates (effective December 1, 2021)

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Background:

An “Adopted Budget” is the Operations Guide and Financial Policy document for a locality’s fiscal year. Over the past several months, Town Council has reviewed and commented on the proposed FY2022 Draft Budget and FY2022-2026 Draft Capital Improvement Program (CIP), as well as held the required public hearings. The proposed budget totals \$16,284,830, which includes the General Fund, Enterprise Fund, Cemetery Fund, and Highway Maintenance Fund. The adopted budget will allow the town to allocate funds for their fiscal year beginning July 1, 2021, and ending June 30, 2022.

Town Manager Waverly Coggsdale stated he and Town Staff would be glad to answer any questions Council may have in regard to these four items.

Mr. Coggsdale stated, as each item had its own Resolution of Acceptance, he asked Town Council to consider adoption of each item individually.

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the proposed FY2022 Budget, to which there were none.

Councilman Emerson made a motion, seconded by Vice Mayor Bennett, to adopt the resolution that approves the FY2022 Budget as presented.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the proposed FY2022-2026 Capital Improvement Plan, to which there were none.

Councilman Lowman made a motion, seconded by Councilman Emerson, to adopt the resolution approving the FY2022-2026 Capital Improvement Plan as presented.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the proposed increase to FY2022 Town Utility Rates, to which there were none.

Councilman Mitchell made a motion, seconded by Councilman Emerson, to adopt the FY2022 Utility Rates, with increases as presented, to be effective December 1st, 2021.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

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Mayor Mattox asked Town Council if they had any questions or concerns in regard to the proposed FY2022 Town of Altavista Master List of Fees/Charges, to which there were none.

Vice Mayor Bennet made a motion, seconded by Councilman Mitchell, to approve adoption of the FY2022 Town of Altavista Master List of Fees and Charges as presented.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

At this time, Town Manager Waverly Coggsdale expressed his appreciation to Town Staff and Department Directors for their efforts in preparation of the FY2022 Budget and CIP.

Mr. Coggsdale also thanked Town Council for their dedication in leadership in directing Town Staff through the budget process; and their efforts in charting a course for the town's next fiscal year.

Mayor Mattox thanked the Town Manager and Town Staff for their patience and understanding, explanation of details, and guidance throughout the budget process. He stated he felt Town Staff's demeanor showed great professionalism.

B. Lynch Creek Erosion Issue at the Altavista YMCA Family Center

Background:

At the May 25th Council Work Session, Robert Lee, English Construction, and Steve Jester, YMCA Executive Director, explained how the erosion issue along Lynch Creek was having an impact on the YMCA. The creek that runs beside the YMCA Family Center has caused erosion that is damaging an existing concrete pad; and risks further damage in the area where the YMCA's new pool filtration system will be installed. Mr. Lee put together a scope of work for this project, minus permitting designs. At Town Council's direction, the scope of work was sent to several local contractors in an effort to get cost estimates for the estimated repairs.

Altavista Public Works Director David Garrett gave Town Council an update on this item.

Mr. Garrett informed Council that he reached out to four different contractors with Mr. Lee's projected scope of service for this project. He stated there was only one response providing a cost estimate of approximately \$115,000 for the projected repairs.

Councilman Mitchell asked what length of work the received estimate included.

Mr. Garrett stated the \$115,000 cost estimate covered 250 feet of erosion remediation work, using the proposed gabion rock baskets.

Vice Mayor Bennett referenced the previous discussion by Council in regard to this matter. He reminded Council the erosion issue extended up the creek and under the train trestle in that area. He stated several trees had fallen across the creek due to the erosion issue.

Mr. Bennett stated he felt there was a possibility the erosion issue would eventually effect the parking lot at the Altavista Trade Lot, adjacent to the lower end of Lynch Creek.

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Mr. Bennett stated he would like to see, not only the YMCA issue fixed, but also the entire Lynch Creek area the erosion was affecting. He stated the erosion would only increase over time if the entire issue was not addressed properly.

Councilman Mitchell asked if the U.S Army Corp of Engineers had been contacted in regard to this matter.

Town Manager Waverly Coggsdale stated this small size of a project (\$115,000) was not subject to review by the Army Corp of Engineers.

Mr. Coggsdale also reminded Town Council that any town project over \$100,000 would require a full bid process in order to move it forward.

Councilman Mitchell stated he would like to have someone that was familiar with this type of situation to review the issue in its entirety, not only for the YMCA project, but also for the length of the Lynch Creek erosion issue. He stated he agreed with Vice Mayor Bennet that having the Army Corp of Engineers review the entire area was a good idea.

Mayor Mattox suggested allowing staff to ask the YMCA if their project could wait until the town could consult the Army Corp of Engineers in regard to the entire erosion issue.

Mr. Coggsdale stated, if Council desired, staff would be glad to contact Steve Jester, YMCA Executive Director, to inquire if there were other viable options, such as relocating the new pool filtration equipment, in order to “buy some time” to further evaluate addressing the entire erosion issue at one time, and accordingly, contacting the Army Corp of Engineers to review the situation in its entirety.

Mr. Coggsdale stated, if the erosion issue was addressed as a whole, there was a possibility of grant funding being available to assist the town with its remediation of this erosion issue.

Vice Mayor Bennett asked Tom Fore, Altavista Utilities Director, if the town’s sewer system was near the fore-mentioned area.

Mr. Fore confirmed there was a town sewer line running adjacent to Lynch Creek in that location.

Mr. Bennett asked if the erosion issue at Lynch Creek was a concern for the sewer system.

Mr. Fore stated any time town property, such as sewer or water lines, were adjacent to water sources, the town monitors the area for natural occurrences, such as erosion. He stated, if the erosion became substantial, the town could lose the line into the creek.

Councilman Emerson stated he was under the assumption the YMCA’s project was time-sensitive, with the upcoming installation of their new pool filtration system. He suggested keeping the YMCA Erosion Remediation Project separate from the remaining Lynch Creek erosion issue, in order to move their project forward quicker.

Mayor Mattox shared his favor with the town investigating its options with the Army Corp of Engineers for the remediation of this matter in its entirety before moving forward with the YMCA’s proposed erosion project.

Councilman Mitchell asked if the YMCA’s project required the entire 250 feet scope of work at this time as indicated, or could the project be done with less footage of the gabion basket and still be sufficient for installing their new pool filtration system.

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Altavista Public Works Director David Garrett confirmed the area of immediate concern was less than 250 feet, therefore, the project's scope of work could be decreased to stay under the \$100,000 cost that would require the town to conduct a full bid process.

Town Manager Waverly Coggsdale stated, if Council desired, he would have a conversation with Mr. Jester and Mr. Lee to determine if the YMCA Erosion Remediation Project's scope of work could be decreased to address only the immediate concern for the concrete pad that would hold their new pool filtration system.

Mr. Coggsdale stated, by doing so, it would lower the cost of the project to under \$100,000, and allow it to move forward without a long bid process.

All Council members were in consensus to do so.

Vice Mayor Bennett asked, if the town paid for the YMCA project, and grant funding became available at a later date to continue erosion remediation for the remaining area of Lynch Creek, would the town be reimbursed for the funds they already contributed.

Mr. Coggsdale stated they would not. He stated construction on such projects were usually not started until after grant funding had been confirmed and all paperwork completed.

Mayor Mattox asked Town Council if they had any additional questions, comments, or concerns in regard to this item, to which there were none.

Mr. Coggsdale stated, after meeting with Mr. Jester to narrow the YMCA project's scope of work, he would bring the revision back to Council for further review, potentially at Council's June Work Session.

C. Consideration of Melinda High Pressure Zone (HPZ) Project Bid Award

Representatives: Tom Fore, Altavista Utilities Director and Brad Craig, Matter & Craig

Background:

The Melinda HPZ Project was bid in April of 2020. With only one bid received, Town Council chose to reject the one bid. Earlier this year, Town Staff recommended rebidding the project and three bids were received. The apparent low bidder was Toney Construction Incorporated (TCI) with a base bid of \$1,060,600 and \$183,100 for the add alternate; a total bid of \$1,243,700.

Mr. Fore introduced Mr. Craig to Town Council and stated Mr. Craig would be updating them on the progress of this project.

Mr. Craig informed Council, when the bid process was reopened for this project, three bids were received by the designated timeframe of June 1st at 2 p.m.:

	<u>Base Bid</u>	<u>Alternate Add</u>	<u>Total Bid</u>
▪ Toney Construction Inc.	1,060,600	183,100	\$1,243,700
▪ E.C. Pace Co.	1,852,356	201,407	\$2,053,763
▪ Counts & Dobyys	1,443,439	365,509	\$1,808,948

Mr. Craig stated, although the bids were higher than Matter & Craig's estimate from one year ago, it was understandable, due to rising material costs over the past year as a result of the COVID-19 pandemic.

Mr. Craig informed Town Council, after reviewing the three bids and their references, Matter & Craig recommended the town award the bid to TCI. He stated Matter & Craig also confirmed that TCI is a licensed contractor in the state of Virginia.

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Mr. Fore stated Toney Construction's bid was right in line with his estimate a year ago at \$1.3 million, therefore, Town Staff concurs with Matter & Craig's recommendation.

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to this item.

Councilman Mitchell asked if this project's reason was due to faulty or aging equipment.

Mr. Fore reminded Council, when the water tank was originally installed on Melinda Drive, there were not as many homes as there are now. He stated this project, which includes "booster pumps", was intended to supply all of the homes in the Melinda Drive area with better water pressure than they currently have.

There were no additional comments from Council regarding this item.

Councilman Emerson made a motion, seconded by Vice Mayor Bennett, to accept Town Staff's recommendation and award the Melinda HPZ Project to Toney Construction Inc. for the total amount of \$1,243,700.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

Mayor Mattox thanked Mr. Fore and Mr. Craig for their work on this project.

8. New Business

A. Special Event Permit Request – Altavista On Track (AOT)

Representatives: Altavista Community Development Director Sharon D. Williams and AOT Main Street Coordinator George Sandridge

Background:

Jeremy Funderburk recently approached the Town of Altavista to propose a BBQ, Beer and Bourbon Festival. After discussion with town officials, he was allowed to partner with AOT to host the festival at English Park. Now that Mr. Funderburk is an AOT Board member, it was decided the festival would be an AOT-sponsored event. In response to the community's desire to have more family friendly events, similar to Uncle Billy's Day, AOT desires to begin a new tradition in Altavista by hosting an annual fall festival.

Altavista's Community Development Director Sharon Williams came before Town Council with a few details of the festival. She stated the festival had been scheduled for Saturday, October 2nd, from 12:00 PM to 7:00 PM, and vendors would be encouraged to arrive on Friday evening to begin preparing for the event.

Ms. Williams stated there would be approximately thirty-five (35) BBQ professional and amateur competitors participating in the BBQ cook-off competition.

Ms. Williams informed Council that free samples would be given out to event patrons, but vendors would also be given the option to sell their BBQ. She stated other vendors, such as beer, bourbon, ice cream, and desserts, would also be invited to sell at the festival.

Ms. Williams stated there were multiple activities for children being considered in order to make the festival a family-friendly event.

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Ms. Williams continued by informing Council there would be “live music” playing during the festival, from three to four bands offering music from both the blues and country genres. She stated the bands would be located on the exterior stage of the Booker Building in English Park.

Ms. Williams stated there were multiple ticket price-points ranging from \$20 to a \$40 VIP package, which included free beer and bourbon tastings and a commemorative festival cup. She stated admission for children under five years old would be free.

At this time, AOT’s Main Street Coordinator George Sandridge addressed Town Council with additional details regarding the festival.

Mr. Sandridge stated that Altavista On Track was very excited to offer the Altavista community its 1st Annual Vista BBQ, Beer, and Bourbon Festival.

Mr. Sandridge stated, at this time, the AOT Board was requesting \$20,000 from the town as “seed money” in order to begin implementing the plans of the festival.

Mr. Sandridge stated AOT was expecting 500-1000 festival attendees. He stated AOT would be pre-selling tickets for the festival, as well as, at the gate the day of the event.

Mr. Sandridge stated he and Ms. Williams would be happy to answer any questions Council may have. He stated Mr. Funderburk was also present for questioning.

Mayor Mattox asked Town Council if they had any questions in regard to this item.

Councilman Emerson shared his favor in the town supporting AOT with this festival.

Mr. Emerson stated, since AOT would be competing with other fall festivals that time of year, he encouraged them to advertise this event as much as possible, and through all avenues available to the town to do so.

Mr. Sandridge stated he and Mr. Funderburk had been evaluating other fall festivals that were local to this area in order to “draw inspiration” for Altavista’s new event.

Councilman Mitchell asked, if the festival was successful, did AOT intend to repay the town the requested \$20,000.

Mr. Sandridge stated it was AOT’s intent to use the \$20,000 to pay for upfront expenses for this year’s festival; and use any revenue generated from the event towards planning the festival next year. He stated AOT also planned to use a portion of the festival’s revenue to help fund other revitalization efforts in Altavista’s Downtown District.

Mr. Mitchell asked if the \$20,000 request was only a “one time” request for this year’s festival, not a potential reoccurring request for all future years of this festival, as the Chamber does for Uncle Billy’s Day.

Mr. Sandridge stated that decision would be up to the AOT Board. He stated he was only aware of this \$20,000 request at this time.

Mr. Mitchell stated, since they were unable to offer the town its annual Uncle Billy’s Day Festival this year (2021), the Altavista Chamber of Commerce indicated they were also planning a fall event. He asked if AOT had coordinated with the Chamber of Commerce so the two events did not coincide on the same date.

Mr. Sandridge stated the Chamber of Commerce was aware of AOT’s festival date and indicated the Chamber would be planning their event for another date. He stated the Chamber’s new Executive Director Grace Mattox also assured AOT that they would have the Chamber’s support for their fall festival.

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Councilman Mitchell referenced AOT's \$20,000 request and asked, since the cost estimate shared with Town Council was only \$16,950, why the fund request was so much higher.

Mr. Sandridge stated the \$20,000 amount was mirrored from the annual fund request by the Chamber of Commerce for the Uncle Billy's Day Festival, which was a similar event.

Mayor Mattox reminded AOT the Town of Altavista just passed the town's FY2022 Budget, which did not include another \$20,000 for additional festivals or events.

Mayor Mattox stated he felt, if the town offered to approve AOT's current request, he would not be in favor of making the contribution an annual item. He suggested AOT intend to utilize the revenue from this year's fall festival to help fund the event next year.

Vice Mayor Bennett thanked Mr. Sandridge for his part in bringing this event to the Altavista community.

Mr. Bennett shared he recently viewed comments on social media that stated "there was nothing to do in the Town of Altavista". He stated, by having another festival in the fall, would be another opportunity for the town to offer its citizens multiple chances to be a part of community events.

Mr. Bennett stated there were similar festivals in surrounding localities that were usually very well attended. He stated he would like to see some type of data showing affirmation that the other localities benefited from having their festivals, to help justify Council approving AOT's \$20,000 request.

Mr. Bennett stated he had confidence in AOT and, if the request was approved, he hoped AOT did so well they could have the proposed fall festival every year moving forward.

Councilman Lowman stated, with AOT's estimated expenses and revenue projections for this festival, the organization would be clearing approximately another \$8,000, which would total \$28,000 in revenue from this year's event.

Mr. Sandridge stated that was correct. He reminded Council that any revenue accrued from the festival would be utilized to fund next year's festival, as well as, other AOT programs.

Dr. Lowman stated he would be more in favor of AOT's fund request if they intended to pay back the town's contribution with a portion of the revenue generated from the festival.

Mayor Mattox agreed with Councilman Lowman. He stated, if the event was not successful this first year, he would not be in favor of the town contributing additional funds to continue the event next year.

Councilman Emerson referenced AOT's intent to use revenue from the festival to fund other AOT events and programs. He stated, if the fall festival was successful, which he hoped it would be, AOT would not be requesting funds for their other events, and hopefully, not for next year's fall festival.

Mr. Emerson stated, for that reason he was in favor of approving AOT's fund request and helping them "kick start" this festival as a potential annual event for the Town of Altavista.

Vice Mayor Bennett referenced the previously approved Blues Festival being held at English Park in the spring of 2022; and the Chamber of Commerce's potential 2021 Fall Festival. He stated he felt Altavista was stepping into new territory by allowing new festivals in town. He stated he felt Altavista could become the "festival capital" for Central Virginia, but "the town would not know unless they try", which involved allowing local organizations like AOT and the Chamber to host new festivals/events to determine what works and what doesn't in the Altavista area.

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Councilman Mitchell referenced the \$20,000 allocated to the Altavista Chamber of Commerce in the FY2021 Budget for the town's annual Uncle Billy's Day event. He reminded Council, with the cancellation of the 2021 Uncle Billy's Day due to COVID-19, the Chamber requested the funds remain in the town's budget as allocation towards the Chamber's intent for a potential "fall festival".

Mr. Mitchell suggested allowing Town Staff reach out to the Chamber of Commerce to determine if they still intended to have their fall event. He stated there could be a possibility the Chamber would not need all, or any, of the allocated \$20,000, therefore the town could authorize AOT to utilize the (already budgeted) funds for their fall event.

Mr. Mitchell stated, during the most recent Altavista Steering Committee Meeting, the Chamber did not have a definitive date for their intended fall festival at that time.

Mr. Sandridge referenced Ms. Grace Mattox, Executive Director for the Altavista Chamber of Commerce. He stated Ms. Mattox was aware of the intended date for AOT's fall festival.

Mr. Sandridge stated, to his knowledge, the Chamber was only intending to host an "Old Timers Ballgame, with a local band for entertainment and potentially food truck vendors.

Mr. Mitchell stated, if so, it seemed the Chamber's event would not need the entire \$20,000 budgeted amount. He suggested dividing the funds between both organizations.

Mayor Mattox referenced the Town of Altavista's recent request for AOT and the Chamber to begin working together more on projects and events in town. He suggested AOT collaborate with the Chamber to host their events simultaneously on the same date.

Mr. Sandridge stated, to date, he had not discussed the option with the Chamber, but he would be glad to do so.

Councilman Emerson stated, with the last two Uncle Billy's Day events being canceled, and the uncertainty of which organization, if any, may continue the event moving forward, suggested AOT's event be named "Uncle Billy's BBQ, Bourbon, and Beer Festival"

Mayor Mattox shared his favor with Mr. Emerson's idea.

Councilman Lowman also shared his favor with the suggested name for the new festival. He stated, if the Chamber held their event on the same date, the two events could be combined under the same name for advertisement purposes.

Councilman Mitchell asked if this item was time-sensitive, or could the matter be discussed further at Council's next work session.

Mayor Mattox asked Jeremy Funderburk, AOT Board Member, for his input on the timeframe for this item to be determined.

Mr. Funderburk referenced AOT's intention to offer several different music genres at their fall festival. He stated, in order to secure attendance confirmation from bands/musicians, AOT would like to have a decision from Council as soon as possible.

Town Manager Waverly Coggsdale stated, without AOT knowing the Chamber's current festival intentions, it was difficult for AOT to assure Council the two organizations would be able to work together this particular time and combine their fall festival events for 2021.

Mr. Coggsdale stated, if Council desired to approve AOT's fall festival, he suggested they approve "a portion" of AOT's requested funds, in order for them to have time to secure their music entertainment for their festival.

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All Town Council members were in consensus to do so.

Mayor Mattox asked Council if they had any additional questions or comments in regard to this item, to which there were none.

Councilman Emerson made a motion, seconded by Vice Mayor Bennett, to approve Altavista On Track's request to host a fall festival in English Park, naming it Altavista's 1st Annual Uncle Billy's BBQ, Bourbon, and Beer Festival. The motion included the approval of \$10,000, in order for AOT to secure time-sensitive items for the festival, such as music entertainment.

Motion carried.

Vote:	Dr. Scott Lowman	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

B. Altavista Water Treatment Plant (WTP) – Solar Proposal Representative: Altavista Utilities Director Tom Fore

Background:

The Altavista Water Treatment Plant Staff was recently approached by Keystone Power Holdings, a "solar power company". They provided Town Staff with a presentation of potential cost savings by using solar panels at the water treatment plant. Per previous discussion by Town Council in regard to the potential of "solar use" at the town's utilities facilities, Town Staff is providing this information to Council for their review and consideration.

Utilities Director Tom Fore stated Keystone Power had similar projects all over the Eastern United States, but Altavista would be their first project in Virginia, if approved.

Mayor Mattox stated his main interest was how this would be profitable for the town.

Mr. Fore stated, by using solar panels at the WTP, the town would have a savings in utility costs of approximately \$50,000 per year from the town's usual \$100,000 annual cost. He informed Council that Keystone Power would be responsible for the entire cost of building the solar infrastructure.

Mr. Fore stated the town would still be connected to its existing power source, Dominion Power, in case of emergencies.

Mr. Fore informed Council, if approved, the solar service would be originating from Hurt, VA., in Pittsylvania County, so there would be zoning requirements to consider.

Mr. Fore stated, at this time, Town Staff was asking if Town Council still had an interest in pursuing this avenue of service.

Town Manager Waverly Coggsdale suggested Council consider inviting Keystone Power to a future meeting requesting a presentation of what their company can offer the town.

Town Council was in consensus to do so.

Mr. Fore stated he would reach out to Keystone Power for a date they would be available to present Town Council with the additional information.

Mayor Mattox asked Town Council if they had any questions or concerns in regard to this item, to which there were none.

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9. Reports and Communication

- A. Town Manager's May 2021 Monthly Report
- B. May 2021 Departmental Reports
- C. Council Monthly Calendars – June and July
- D. Informational Items

Town Manager Waverly Coggsdale stated the Town Manager's Report, Departmental Reports, and Council Calendars were delivered to Town Council at an earlier date with their June Regular Council Meeting Pre-Packet.

Mr. Coggsdale stated he and Town Staff would be glad to answer any questions Council may have in regard to the reports.

Councilman Mitchell asked when the Booker Building Floor Refurbishing Project would be complete.

Mr. Coggsdale stated the contractor for this project was "mobilizing" at the Booker Building that day, and was expected to start the process on Thursday of that week.

Altavista Public Works Director David Garrett confirmed the contractor intended to start the floor refurbishing process that Thursday. He stated the process should only take two to three weeks, but he would confirm a completion timeframe and inform Town Council of its progress at their June 22nd Work Session.

Mr. Mitchell asked if the facility would be available for rent after the project was completed.

Mr. Coggsdale stated it would.

Mr. Coggsdale informed Town Council, with the Governor's recent release of rental restrictions, all town facilities were now available for rent, with the exception of the Booker Building, which would be available after the floor project was completed.

Mr. Coggsdale reminded Council rental exclusions also included the large pavilion at English Park while the splash park was in operation, May through September.

Mr. Coggsdale then referenced Town Council's monthly calendars. He reminded them of the dedication ceremony for Dalton's Landing, scheduled for Thursday, June 24th at 2:00 PM.

Mayor Mattox asked, with its cancelation last year due to the COVID-19 pandemic, if a dedication ceremony had been rescheduled for the new splash pad in English Park.

Mr. Coggsdale informed Council that staff was waiting on a "bracket" needed to install the dedication sign, and would schedule the ceremony when the bracket arrives.

Mr. Coggsdale then referenced an item in Town Council's pre-packet, in regard to Comcast Communications. He stated the letter was intended as "informational" to inform Council of the recent rate increases.

There were no additional comments from staff or Council in regard to Town Staff reports.

10. Matters from Council

Mayor Mattox asked Town Council if they had any additional concerns or items for discussion.

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- Councilman Emerson referenced the town's intention to dedicate the English Park River Overlook to Pat deBernard. He asked for the progress of that project.

Town Manager Waverly Coggsdale stated Town Staff was still working on this project.

- Councilman Emerson also referenced the new Dalton's Landing Canoe Launch and stated he felt the site was "a great success" with the community.
- Mayor Mattox, on behalf of Town Council, thanked Town Staff for "a job well done" throughout this year's (fiscal year 2022) budget session.

Mayor Mattox stated he felt Council learned a lot during this year's budget process, and felt they would get even better moving forward.

- Mayor Mattox informed Town Council the budget process, particularly the CIP portion, would begin earlier in the year for fiscal year 2023.

Town Manager Waverly Coggsdale confirmed the earlier start timeframe. He stated Town Staff intended to begin the process potentially in August, in order to allow Town Council more time to review and consider proposed CIP items for the next fiscal year.

Mr. Coggsdale stated he felt having the additional time to review project details was important to Town Council and Town Staff not to feel rushed through the budget process.

- Mayor Mattox also thanked APD Chief Merricks for bringing two new officers, Destinee Tompkins and Emily Thurman, on board the Altavista Police Department. He stated he felt the new recruits would be good assets to the Town of Altavista.

There were no additional comments from Town Council.

11. Closed Session

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the *Code of Virginia*, 1950, as amended,

Section 2.2-3711 (A)(3) regarding discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Section 2.2-3711 (A)(8) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

The motion was made by Vice Mayor Bennett, seconded by Councilman Emerson.

Motion carried.

VOTE: Dr. Scott Lowman Yes
 Mayor Mike Mattox Yes
 Vice Mayor Bennett Yes
 Mr. Tracy Emerson Yes
 Mr. Wayne Mitchell Yes

Town Council went into Closed Session at 7:10 p.m.

Notice was given that Town Council was back in regular session at 7:26 p.m.

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FOLLOWING CLOSED SESSION:

A motion was made by Vice Mayor Bennett, seconded by Councilman Emerson, to adopt the certification of a closed meeting.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED the town council hereby certifies, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the town council.

VOTE: Dr. Scott Lowman Yes
 Mayor Mike Mattox Yes
 Vice Mayor Bennett Yes
 Mr. Tracy Emerson Yes
 Mr. Wayne Mitchell Yes

12. Adjournment

Mayor Mattox asked if there was anything else to bring before Town Council or any additional comments or concerns from Council, to which there were none.

The meeting was adjourned at 7:28 p.m.

Michael Mattox, Mayor

J. Waverly Coggsdale III, Clerk