

Altavista Town Council Regular Meeting - July 11, 2023

The Altavista Town Council held their July 2023 Regular Meeting in Council Chambers of the Town Hall/J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, July 11th, at 6pm.

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

Council Members

Present: Vice Mayor Reginald Bennett
Mr. Timothy George
Mr. Jay Higginbotham
Mayor Michael Mattox

Absent: Dr. Scott Lowman
Mr. Wayne Mitchell
Mr. Tracy Emerson

Town Staff present:

Mr. Gary Shanaberger, Town Manager
Mr. Mathew Perkins, Assistant Town Manager
Mrs. Tobie Shelton, Treasurer/Finance Director
Chief Tommy Merricks, Altavista Police Dept.
Mr. Tom Fore, Public Services Director
Mr. Paul Hill, Assistant Public Services Director
Mrs. Crystal Hailey, Assistant Town Clerk
Mr. John Eller, Town Attorney

Pastor William Pillow, Altavista Baptist Tabernacle, delivered the Invocation.
After the invocation, Mayor Mattox led the meeting in the Pledge of Allegiance.

2. Agenda Adoption

Mayor Mattox informed Town Council that a Closed Session had been added to the July 11th agenda, and asked Council if they had any questions or concerns, of which there were none.

Vice Mayor Reggie Bennett motioned to approve the July 11, 2023, Altavista Town Council Meeting Agenda as amended, seconded by Councilman Tim George. The motion carried.

Vote:	Vice Mayor Reggie Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Tim George	Yes

3. Recognitions and Presentations

Town of Altavista Personnel Changes - June 2023:

- Milestones:
None
- New Hire:
Jacklynne Goyne, APD Police Recruit
- Departures:
Shayne Petrie, Water Department, Class II Operator
Brandon Snyder, Utilities, Maintenance Worker
Jamie Gillespie, Spark Center, Business & Community Engagement Coordinator

4. Citizen's Time

Harriet Hardy thanked Public Works for the good work of mowing and clearing weeds on Third Avenue, making it easier to see and safer when exiting English Park.

Ms. Hardy also thanked Town Council and the Town for continuing to support Altavista's Senior Center, of which she was a longtime member.

Mr. Tom Lawton introduced himself to Council as a Republican candidate running for the Altavista District's Representative on the Campbell County Board of Supervisors. Mr. Lawton stated, if elected, he would work hard to encourage economic growth, and keep taxes low.

5. Town & Community Partners – Updates

There were no partner updates given on this date.

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6. Consent Agenda

- TOA Monthly Financial Reports - June 2023
- Town Council Meeting Minutes - June Regular Meeting and Work Session
- WWTP Improvement Project – Notice of Award (Engineer)

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Tim George, to approve the July 11, 2023, Consent Agenda as presented. The motion carried.

Vote:	Vice Mayor Reggie Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Tim George	Yes

7. Public Hearings

There were no public hearings held on this date.

8. New Business

There were no new business items to discuss on this date.

9. Unfinished Business

WWTP: Clarifier #3 Replacement Project

Presented by Altavista's Assistant Director of Public Services, Paul Hill

Mr. Hill informed Town Council that, resulting from a recent RFP for the Clarifier #3 Replacement Project, numerous bids were submitted. He stated Staff consulted with Hurt & Proffitt, and both recommended to award JS Haren the construction portion of the project.

Councilman Higginbotham asked Public Services Director Tom Fore if he believed the bid choice was the best option for this project.

Mr. Fore ensured Council that a rigorous review of the bids was conducted, and he and Mr. Hill were confident in Hurt & Proffitt's recommendation. He informed Council that all stainless steel components would be installed to increase the life of the new clarifier, which was the largest, and needed to run continuously. Mr. Fore stated that JS Haren would be held to the Town's specifications required for this task.

Town Council accepted Staff's and Hurt & Proffitt's recommendation, and approved Staff's request to award JS Haren the construction portion of the Clarifier #3 Replacement Project.

A motion to approve was made by Vice Mayor Reggie Bennett, seconded by Councilman Tim George. The motion carried, with a 4-0 vote of approval.

10. June 2023 Departmental Reports, Project Updates, and Communications

- TOA Finance Reports
- Utilities – Project Updates
- Public Services Monthly Report
- Community Development Report
- Altavista Police Department Reports
- Town Council Monthly Meeting Calendars – July and August

Departmental Reports and Town Council's Meeting Calendars were delivered to Council with their July 11th Meeting Agenda Pre-Packet.

Mayor Mattox asked the Town Manager and Department Directors if they had any project updates, comments pertaining to monthly reports, or any other matter to discuss with Council.

- Director of Public Services Tom Fore reminded Town Council that the Water Plant was currently short-staffed, and he continued to assist with evening operations until the matter could be resolved. Mr. Fore informed Council that he was awaiting a response from the VDH regarding his variance request, to allow operations to be done by a Class I Operator, until another Class II could be hired. He stated that he would keep Council updated.

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- Assistant Town Manager Matt Perkins informed Town Council that the Town of Altavista finished signing the required ARS documents, and that construction would begin soon on two new houses in Altavista under the ARS program.
- Town Manager Gary Shanaberger informed Town Council that Staff submitted, with the assistance of CARDNO, an application for additional funds through the Town's existing Brownfields Grant, intended for use to clean up a recent acquired property (Frazier Farm).
- Manager Shanaberger referenced a recent email he sent to Council with theatre options to visit, for ideas and inspiration for the Vista Theatre. He encouraged Council to send in their preferred option(s) within the next two weeks, so the item could be placed on the July Work Session for Council to narrow down a collaborative list of theatres to visit.
- Manager Shanaberger thanked Altavista's Public Services Departments for the hard work they do for their community, even on holidays when Town offices are closed. He gave an example: during the 4th of July holiday, they spent ten (10) hours working on a water leak.

11. Matters from Council

- Vice Mayor Reggie Bennett also shared his appreciation for Altavista's Public Service Departments, and for Town Staff/Employees, including the Altavista Police Department, for their diligent efforts and dedication to keeping the Town running smoothly and servicing the Altavista community.
- Mayor Mattox concurred with the Vice Mayor. He also thanked all of the citizens that attended the meeting that evening, and encouraged others to do so.

12. 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)(1) Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of a public body

This motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tim George. The motion carried, with a 4-0 vote of approval.

Town Council went into Closed Session at 6:17pm; and returned to the regular session at 6:26pm.

FOLLOWING CLOSED SESSION:

A motion was made by Vice Mayor Bennett, seconded by Councilman George, 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.

13. Adjournment

With no further business to discuss, Mayor Mattox adjourned the meeting at 6:57pm.

Michael Mattox, Mayor

Gary Shanaberger, Town Clerk/Town Manager