

Altavista Town Council Regular Meeting - August 8, 2023

The Altavista Town Council held their August 2023 Regular Meeting in Council Chambers of the Town Hall/J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, August 8th, 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. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham
Mayor Michael Mattox
Mr. Wayne Mitchell

Absent: Dr. Scott Lowman

Town Staff present:

Mr. Gary Shanaberger, 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
Mr. Jeff Arthur, Public Works Manager
Mrs. Crystal Hailey, Assistant Town Clerk
Mr. John Eller, Town Attorney

Pastor David Sage, Grace Community Church, delivered the Invocation.

After the invocation, Mayor Mattox led the meeting in the Pledge of Allegiance to the US Flag.

2. Agenda Adoption

Town Manager Gary Shanaberger asked that item 8D. be removed from the August 8th meeting agenda and placed on the August 22nd work session agenda. There was a consensus of Town Council to allow the request. Mayor Mattox asked Council if they had any questions regarding the agenda, of which there were none.

Vice Mayor Reggie Bennett motioned to approve the August 8, 2023, Altavista Town Council Meeting Agenda as amended, seconded by Councilman Tracy Emerson. The motion carried.

Vote:	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

3. Recognitions and Presentations

Town of Altavista Personnel Changes – July 2023:

- Milestone
Paul Hill 5 years of service to the Town of Altavista
- New Hire
Cody Putnam, WTP, Water Trainee
- Departure
Joshua Farmer, WTP/WWTP, Facilities Maintenance Mechanics Specialist

4. Citizen's Time

Ms. Betty Moreman, 900 16th Street, Altavista, thanked Altavista's Public Works Department for the good work they do for her and the Town of Altavista. She stated that every time she has had to call Public Works, they took care of her issue promptly.

Altavista Town Council Regular Meeting - August 8, 2023

5. Town & Community Partner Updates

Staunton River Memorial Library (SRML)

Presented by Campbell County Library System Director, Jordan Welborn

Ms. Welborn informed Town Council that Altavista’s new Visitors Center, located within the Staunton River Memorial Library, will open to the public on Friday, August 18th, with a Grand Opening ceremony during the library’s annual “Back to School Block Party” event on that date

Ms. Welborn also informed Council of the storage issue the SRML had with storing large decorative seasonal items. She asked Council to consider allowing the SRML to place a storage building somewhere in the parking lot , or adjacent to, the exterior of the library.

There was a consensus of Town Council to allow the SRML to place a storage building on town property, somewhere near the library, to store the library’s seasonal items. Town Council asked that they work with Town Staff to find the most viable location for the storage building, or to consider other available options, such as upstairs of the Spark Center.

6. Consent Agenda

- TOA Monthly Financial Reports - July 2023
- Town Council Meeting Minutes – July RM and July WS
- Administrative Office Surplus
- FY2023 Carryover Requests
- Pittsylvania Avenue Washout – Contractor Approval
 - Councilman George asked that this item be removed from the agenda for further discussion at Council’s August 22nd Work Session; **consensus** of Town Council to do so.

Councilman Tim George made a motion, seconded by Councilman Tracy Emerson, to remove the Pittsylvania Avenue item from the consent agenda for further discussion at Council’s August 22nd Work Session. The motion carried.

Vote:	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Tim George, to approve the August 8, 2023, Consent Agenda as amended. The motion carried.

Vote:	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

7. Public Hearings

There were no public hearings held on this date.

8. New Business

- a. Utility Improvements: Reimbursement Resolution for Potential New Borrowing
Staff: Director of Finance and Administration, Tobie Shelton

Mrs. Shelton reminded Council that two of the projects indicated in the Town’s Facilities Assessment Improvement Plan (FAIP) remained undone, the Water Treatment Plant Sedimentation Project, and the Wastewater Treatment Plant Aeration Project. She said, although Loan forgiveness had been awarded for portions of both projects, a potential borrowing may be needed to fund the remaining cost.

Altavista Town Council Regular Meeting - August 8, 2023

Mrs. Shelton stated that the Adoption of a Reimbursement Resolution would allow the Town to pay itself back for any expenditures made no more than 60 days prior to the date of the resolution. She ensured Council that any project-specific information would still be brought before the Town Council, and Council would make the ultimate decision whether to fund said projects with a borrowing.

Councilman Wayne Mitchell made a motion, seconded by Councilman Tracy Emerson, to approve Staff's request, and adopt the Reimbursement Resolution as present.
The motion carried.

Vote:	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

- b. Request from Automated Industrial Technologies (AIT)
Staff: Director of Public Services, Tom Fore

Mr. Fore informed Town Council that the Town recently received a request from Automated Industrial Technologies, asking if they could test their new equipment on a Town road that was scheduled for paving; by burying a fiberoptic cable, 1/2 an inch into the asphalt, which would then be sealed. He said, if Town Council allowed the test, Staff recommended using the Water Treatment Plant driveway, not a main street of town.

Councilman Higginbotham asked if there was any benefit to the Town by allowing the test.

Mr. Fore stated, by approving AIT's request, the collaboration could become beneficial to the Town in the future.

Councilman Mitchell asked if it was possible to do the test in English Park, from the splash pad to Eagle Trail, so the Town could potentially utilize the fiber to extend safety cameras.

Mr. Fore stated that the test was only going to cover five hundred (500) feet, so it would not be beneficial to that request.

Vice Mayor Bennett asked if there would be any cost to the Town, if the test was allowed.

Mr. Fore answered there would be no cost to the Town of Altavista for this test.

Councilman Tim George made a motion, seconded by Vice Mayor Reggie Bennett, to approve AIT's request, and allowing them to test their new fiberoptic installing machine on the Water Treatment Plant's driveway. The motion carried.

Vote:	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

- c. Splash Pad Discussion: Dates of Operation
Staff: Asst. Public Services Director, Paul Hill

Mr. Hill referenced the splash pad in English Park, and how the uncertainty of a closing date each year, made scheduling employee coverage, and scheduling maintenance on the equipment before the cold weather came in, more difficult. He stated that it was Staff's recommendation that the Town adopt a "hard date" to close the splash pad at the end of the day on Labor Day (Monday).

Altavista Town Council Regular Meeting - August 8, 2023

Vice Mayor Bennett reminded Council that the splash pad remained open past Labor Day in its first year of operation, due to the amenity being completed later than expected, and not opening until mid-summer.

Director of Public Services, Tom Fore, informed Council that the VA Department of Health required the Town to test the splash pad's water every two hours, which required additional employee on-call hours.

Mr. Hill stated that, closing the splash pad on Labor Day would also allow Staff to perform any maintenance needed to the equipment, and to winterize the attraction before cold weather set in.

Councilman Mitchell stated that most localities with swimming pools and/or splash pads closed their attractions at the same time every year, Labor Day. He shared his favor with approving the same closing date for Altavista's splash pad.

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Wayne Mitchell, to accept Staff's recommendation to close the splash pad in English Park at the end of the day on Labor Day Monday; and accordingly, the "dates of operation" moving forward would be advertised as the beginning of Memorial Day weekend through the end of Labor Day weekend (Monday at 7pm). The motion carried.

Vote:	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

d. **Water and Wastewater Policy for Infrastructure Improvements**

- ❖ This item was removed from this evening's agenda, and asked to be placed on Council's August Work Session Agenda for further discussion.

9. Unfinished Business

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

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: August and September

Departmental Reports and Town Council's Meeting Calendars were delivered to Council with their August 8th 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.

- Town Manager Gary Shanaberger informed Town Council that Staff recently advertised for RFPs for a Feasibility Study on the Vista Theatre and old Leggett Building Project. He stated that the proposals were due in by Tuesday, August 15th, and that he and the Assistant Town Manager, Matt Perkins, along with consultant Robert Lee, would review the submitted proposals, and bring Council a recommendation at their August Work Session.

Mr. Shanaberger stated, while the Town did receive a DHCD Grant for a Feasibility Study on the Vista Theatre, the Town did not receive a grant for the old Leggett building.

Altavista Town Council Regular Meeting - August 8, 2023

Mr. Shanaberger informed Council that the DHCD did allow the Town to increase the scope-of-work for the study to include the old Leggett building, but the cost would most likely increase over the \$25,000 grant amount, and he wanted Council to be aware of the possibility of the Town having to cover the extra cost. He referenced the funds that the Town had allocated for the Vista Project, stating that they could be utilized to cover the additional cost of the feasibility study.

- Manager Shanaberger referenced the field on Eagle Trail in English Park, located on the back side of the train trestle, and informed Town Council that the Public Works Department had been cutting the grass a little shorter in that area, in order for the local youth football teams to utilize the area for practice. He said this would solve a reoccurring issue of the local youth football teams and youth soccer teams not having enough space when practicing during the same time periods.

Mr. Shanaberger stated, during a recent meeting with both the director of youth football and the director of youth soccer, all parties concurred with the suggested remedy.

11. Matters from Council

- Councilman Tim George recommended that the Town place a porta-potty near the aforementioned practice field.

Director of Public Services Tom Fore stated, with the portal bathroom only being needed at the practice fields for three-four months during practice season, that the bathroom closest to the train trestle could be moved to the practice field area for that time period.

All members of Town Council concurred with Councilman George's recommendation and with Mr. Fore's suggestion of utilizing an existing portable bathroom.

- Mayor Mattox shared his concern with the Town allowing swimming in the Staunton River from the banks of English Park, especially youth without proper supervision. He stated, if restricting access to the river from English Park to children without proper supervision would save one life, he believed the action would be worth the effort.

Councilman Emerson stated that he would disagree with restricting swimming access to the river from English Park. He said, when he was young, many of his friends learned how to swim by playing in the river.

Councilman Mitchell stated, if restricted, it would be hard to "police" that area 24/7 from violators, and that it was the parent's responsibility, not the Town's, to watch their children while playing near, or swimming in, the river.

Assistant Public Services Director Paul Hill reminded everyone that there were "swim at your own risk" signs located on the riverbanks in English Park; in both the English and Spanish language.

There were no further comments, and no actions regarding this matter taken at this time.

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)(3): 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

This motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tracy Emerson. The motion carried, with a 6-0 vote of approval.

Town Council went into Closed Session at 6:46pm; and returned to the regular session at 7:10pm.

FOLLOWING CLOSED SESSION:

A motion was made by Vice Mayor Bennett, seconded by Councilman Emerson, to adopt the certification of a closed meeting. The motion carried, and approved with a 6-0 vote from Council.

Altavista Town Council Regular Meeting - August 8, 2023

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.

Notice given by Town Manager Gary Shanaberger that there were no actions taken by Council during or after this closed session.

13. Adjournment

With no further business to discuss, Mayor Mattox adjourned this meeting at 7:10pm.

Michael Mattox, Mayor

Gary Shanaberger, Town Clerk/Town Manager