

Regular Council Meeting—April 14, 2015

The meeting of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street on April 14, 2015 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. Pastor David Sage, Grace Community Church, gave the invocation.

Council members

present:

- Mayor Michael Mattox
- Mrs. Micki Brumfield
- Mrs. Beverley Dalton
- Mr. Charles Edwards
- Mr. Tracy Emerson
- Mr. Timothy George
- Mr. Jay Higginbotham

Also present:

- Mr. J. Waverly Coggsdale, III, Town Manager
- Mr. Daniel Witt, Assistant Town Manager
- Mrs. Tobie Shelton, Finance Director
- Captain Barry Stocks, Altavista Police Department
- Mr. David Garrett, Public Works/Utilities Director
- Mr. Steve Bond, Wastewater Treatment Director
- Mr. John Eller, Town Attorney
- Mrs. Mary Hall, Administration

3. Mayor Mattox asked if there were any questions regarding the agenda.

A motion was made by Mr. George, seconded by Mr. Emerson, to approve the agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

4. Recognitions and Presentations

a. Employee Milestones

i. Vernon Brown-Retirement

Mayor Mattox recognized and presented Mr. Vernon Brown with the following resolution, thanking him for his many years of service to the Town of Altavista:

A RESOLUTION IN RECOGNITION OF THE RETIREMENT OF TOWN EMPLOYEE VERNON D. BROWN

WHEREAS, *Vernon Brown was hired by the Town of Altavista on July 30, 1979 as a Laborer in the Department of Public Works; and*

WHEREAS, *Vernon Brown has been a loyal employee of the Town of Altavista for the past 35 years and 8 months and retired effective April 1, 2015; and*

WHEREAS, *Mr. Brown has demonstrated extensive knowledge, skill and experience in the performance of his job and retired from the position of Meter Reader in the Utility Division of the Department of Public Works; and*

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WHEREAS, *Vernon Brown was a well known employee in the community as he went about his duty of accurately reading citizen's water meters and performing other significant and important duties, always displaying courteous and kindness; and*

NOW, THEREFORE, BE IT RESOLVED *the Town Council of the Town of Altavista thanks Vernon Brown for his years of service and recognizes the contributions he has made and wishes him a happy retirement.*

Michael Mattox, Mayor

Attested: _____
J. Waverly Coggsdale, III, Town Manager

A motion was made by Mrs. Dalton, seconded by Mrs. Brumfield, to adopt the presented resolution.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

ii. James Moore-5 Years of Service

Mayor Mattox recognized Mr. James Moore, Public Works Department, for 5 years of service to the Town of Altavista.

b. 2014 VHSL Football State Champs—Altavista High School

Mayor Mattox recognized the 2014 Altavista High School VHSL Football State Champions with the follow resolution:

RESOLUTION COMMENDING THE ALTAVISTA HIGH SCHOOL COLONELS, VIRGINIA HIGH SCHOOL LEAGUE'S GROUP 1A STATE FOOTBALL CHAMPIONS

WHEREAS, *the Altavista High School football team triumphantly captured the 2014 Virginia High School League Group 1A, state football championship on December 13, 2014, by defeating the Essex High School Trojans at Salem Stadium; and*

WHEREAS, *the Altavista High School Colonels football team completed the season undefeated (15-0) and on a 25 game winning streak while winning the title in back to back years; and*

WHEREAS, *the Altavista High School Colonels roared through the regular season with a perfect record avenging last year's only loss by shutting out the Gretna Hawks 38 – 0 and entered the playoffs as the number two seed in the Group 1A East Division; and*

WHEREAS, *the Colonels combined an explosive offense with a stingy defense, outscoring opponents by a margin of 620 to 92 through the regular season and playoffs; and*

WHEREAS, *Altavista High School began the post season in search of another state championship, by dispatching West Point High School, 63 – 0 in the first round and Central Lunenburg High School, 35 – 0 in the second round; and*

WHEREAS, *the Colonels would next face the highly touted and undefeated Parry McCluer "Fighting Blues", who quickly scored prompting the Colonels to come from behind and pull away for a 35-10 victory at English Field; and*

WHEREAS, *the Colonels for the second year in a row would have to go on the road to face a Group 1A West Division number one seeded and undefeated opponent, the Honaker High School Tigers; utilizing a suffocating defense that forced seven turnovers and an efficient offense the Colonels left the artificial turf with an impressive 31-7 victory and a rematch with the Essex Trojans in the state championship final; and*

WHEREAS, *under a beautiful crisp December day the Colonels were set to take on the revenge minded Group 1A East Division number one seed Essex High School Trojans, for the second consecutive year for the state title; the Trojans scored first but the Colonels battled back and ultimately took the lead*

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stopping the Trojans on a late two-point conversion to preserve the victory by a final score of 22-20; and

WHEREAS, the Colonels not only ended the 2014 season as State Champions but as back to back champions and earned their third title in a six year span; the Altavista High School Colonels football team, Head Coach Mike Scharnus, his coaching staff, the administration, students and fans can celebrate and be proud of the many accomplishments of this year's team; now, therefore

BE IT RESOLVED, the Altavista Town Council commends the Altavista High School Colonels football team for their outstanding 2014 season and for winning the 2014 Virginia High School League, Group 1A, state football championship with a record of 15 wins and 0 loss; and

BE IT FURTHER RESOLVED, that a copy of this resolution is presented to Altavista High School as an expression of the admiration of the Town of Altavista and its citizens for the championship performance of the 2014 Altavista High School football team.

Michael E. Mattox, Mayor

Attested: _____
J. Waverly Coggsdale, III, Town Manager

A motion was made by Mrs. Dalton, seconded by Mr. George, to adopt the resolution honoring the 2014 Altavista High School VHSL Football State Champions.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

5. Public Comment

Mayor Mattox asked if anyone would like to speak on anything not listed on the agenda. No one came forward.

6. Consent Agenda

- a. Minutes- Regular Meeting March 10th ; Budget Work Session March 23rd , Work Session March 24th
- b. Monthly Finance Reports
 - i. Invoices
 - ii. Revenues & Expenditures Report
 - iii. Reserve Balance/Investment Report
- c. Budget Amendments/Department Transfers
- d. Board of Zoning Appeals Annual Report
- e. Departmental Reports

A motion was made by Mrs. Dalton, seconded by Mrs. Brumfield, to approve the items as listed on the consent agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

7. Public Hearings

None at this time.

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8. New/Unfinished Business

a. Utility Project Funding

Mr. Coggsdale advised this item was discussed at the Budget Work Session.

b. “First Reading” FY2016 Budget and Capital Improvement Program (CIP)

Mrs. Shelton advised the FY2016 proposed budget, covering the period of July 1, 2015 to June 30, 2016, has proposed expenditures totaling \$7,468,910. It is projected that there will be a surplus of \$624,360 in the proposed budget (\$477,100 in the General Fund and \$147,260 in the Enterprise Fund). The FY2016 proposed budget is based on no increases to the tax rate. The water and sewer rates are proposed to increase by five percent (5%). The FY2016-2020 Capital Improvement Plan (CIP) for the next five years totals \$5,144,400 in expenditures. The proposed items in the CIP for FY2016 total \$1,272,700; this does not include funding for the Main Street Waterline Project or the Melinda Tank Pressure Zone project. Adoption of the budget and capital improvement plan only appropriates funds for the first year (FY2016) of the Capital Improvement Plan; the remaining four years (FY2017-2020) are for informational and planning purposes.

A motion was made by Mr. George, seconded by Mrs. Dalton, to set the public hearing to receive comment on the proposed FY2016 Budget and Capital Improvement Program for May 12, 2015 at 7:00 p.m.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

c. Altavista Community Transit System-Title VI Update

Mr. Witt advised the Altavista Community Transit System-Title VI is the Federal non discrimination clause and asked Council to adopt the town’s Title VI policy.

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, to adopt the resolution as prescribed.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

The Altavista Town Council hereby acknowledges the receipt of the ACTS Title VI Implementation Plan 2015-2018. Council has reviewed and approves the Plan. Council is committed to ensuring that no person is excluded from participation in, or denied the benefits of ACTS’s transportation services on the basis of race, color, or national origin, as protected by Title VI according to Federal Transit Administration (FTA) Circular 4702.1B Title VI requirements and guidelines for FTA sub-recipients.

Mayor, Town of Altavista
Town of Altavista, Altavista Community Transit System

DATE

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d. DRO/Section 86-424-1 Ordinance Amendment

Mr. Coggsdale advised the Town Council recently conducted a public hearing on text ordinance amendments for the Downtown Revitalization Overlay (DRO) district, as well as ancillary design guidelines. After a follow up meeting, the Planning Commission, at the Council's request, decided to revisit the issue based on the input that had been received. He advised the Planning Commission is submitting their recommendation regarding "voluntary" use of the design guidelines.

Mr. Witt advised the language the Planning Commission discussed. The town attorney added the following statement:

The Town of Altavista Downtown Revitalization Overlay District Design Guidelines are available to assist in the maintenance, restoration, and rehabilitation of exterior architectural features. While not required, voluntary application of the methods and principles put forth in that document are recommended and encouraged.

This would be the additional language that would go into Section 86-424-1 of the code and the ancillary document guidelines has had any reference to design review board removed with everything being voluntary. Mr. Witt noted if someone wanted to file for federal tax credits they would be required to follow the Secretary of the Interior's guidelines.

Mr. Higginbotham asked for additional time to review the documents.

Mr. George questioned the incentives.

Mr. Witt advised there is a reference to incentives stating "incentives will be provided at such time Council deems appropriate and are available."

This item was tabled to the May 12, 2015 Town Council meeting.

9. Reports

a. Town Manager's Report

Bedford Avenue Waterline Project (Project 1A)

Contractor has three crews working on the project.

Monthly Construction Meeting Notes were presented to Council.

WWTP EOP – PCB Remediation

Response letter sent to VA DEQ on March 31, 2015.

Dr. Sowers has implemented his research in the steel caissons.

Scott Rice, EPA Region III, is working with EPA's internal management in regard to options for continued research for remediation efforts. Expect to hear from Mr. Rice on Wednesday, March 18th.

Mr. Coggsdale mentioned the test results from sampling the south side of the pond have been received with only 6 of the 46 being above the 50 parts per one million. He asked if it was time to think about isolating that area and Council thoughts on additional sampling. He advised of some maintenance that needed to occur at the pond.

Mr. Higginbotham agreed with isolating the area.

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Mrs. Dalton suggested waiting until the EPA weighs in on the matter.

Mr. Edwards suggested contacting Mr. Larry Robertson with this information and seeing what he thinks.

Mr. Coggsdale advised Dr. Lowman plans to record results on one set of plans.

10. Informational Items/Late Arriving Matters

Captain Stocks introduced Patrol Officer Joni Organ to Council. Officer Organ started working for the Town of Altavista Police Department April 13, 2015.

11. Matters from Town Council

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)(7) – Consultation with legal counsel and briefings by staff members pertaining a construction contract.

A motion was made by Mr. Edwards, and seconded by Mr. Emerson.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mrs. Dalton and Mr. Higginbotham left meeting prior to entering the closed session.

Council went into closed session at 7:28 P.M.

Notice was given that council was back in regular session 8:10 P.M.

FOLLOWING CLOSED SESSION:

A motion was made by Mr. Edwards, seconded by Mr. 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 the 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 that the town council hereby certifies that, 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.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes

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Mr. Charles Edwards	Yes
Mr. Tracy Emerson	Yes
Mr. Timothy George	Yes

Mayor Mattox asked if there was anything else to bring before Council.

The meeting was adjourned at 8:11 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk