

Regular Council Meeting—October 13, 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 October 13, 2015 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.

Mayor Mattox requested a moment of silence in memory of Kevin Mason, an Altavista native who died in a military plane crash in Afghanistan.

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. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Mr. Dennis Jarvis, Economic Dev. Director
Mr. David Garrett, Public Works/Utilities Director
Mr. John Eller, Town Attorney
Mrs. Mary Hall, Administration

3. Mayor Mattox asked if there were any questions regarding the amended agenda; Main Street Waterline Update and Habitat for Humanity Request for Street Closure.

A motion was made by Mrs. Dalton, seconded by Mr. George, to approve the agenda as amended.

Motion carried:

VOTE:	Mayor 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

Mayor Mattox advised of two employees at the Wastewater Treatment Plant who have reached milestones: Mr. Andy Wyatt has 25 years of service to the Town and Mr. Steve Miller will be retiring October 31, 2015.

5. Public Comment

Mayor Mattox asked if anyone would like to speak on anything not listed on the agenda.

Ms. Gwen Wells, 621 B Main Street and owner of Mitchell's Salon on 7th Street, addressed Council in favor of the proposed boat launch on the Staunton River. On behalf of her friends from Pittsylvania, Lynchburg and the Buchanan she asked Council to please consider the boat launch. People come into town to fill up their coolers, buy gas and snacks. She noted finding launching locations are more and more difficult as landowners have prohibited boats from accessing the river via their

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property. Having a boat launch may call for a canoe delivery service in town. Ms. Wells mentioned a mountain bike trail would also be nice for the outdoor enthusiast. Altavista has outstanding natural resources and she would love for these to be shared.

Mr. Mitch Bernard, 1701 Avondale Drive, addressed Council advising he had sent each of them an email in regards to the Water Plant Emergency and is surprised at not receiving a response from Council. He referred to the damage that occurred at the Water Plant as a result of a probable water hammer according to the Hazon Sawyer engineering investigation. Mr. Bernard stated he wrote to them, requested the report and was advised they would forward the request to town staff. He received a packet of information from the town manager but this information does not deal with how the damage occurred. He read the Hazon Sawyer report and is in agreement with what is said likely happened but is surprised there is no analysis of the engineering report from town staff. Mr. Bernard stated he sent an additional email in which Mr. Coggsdale requested they meet. Mr. Bernard noted he has not received a reply after a week adding the Freedom of Information Act requires a response within five days. Mr. Bernard again expressed his surprise at not being contacted by Council.

6. Consent Agenda

- a) Minutes- Regular Meeting September 8th; Work Session September 22nd –The Council approved the minutes of the Council meeting and work session.
- b) Monthly Finance Reports-Council approved the monthly reports
 - i. Invoices
 - ii. Revenues & Expenditures Report
 - iii. Reserve Balance/Investment Report
- c) Departmental Reports-Council approved the departmental reports
- d) Delinquent Reports-Council approved the tax write-offs as presented.
- e) Budget Amendment-Police Weapons Exchange-Council approved the budget amendment for the Police Weapons exchange.

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

Motion carried:

VOTE:	Mayor 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

8. New/Unfinished Business

- a. Chamber of Commerce-Christmas Parade Request/Update

Mrs. Heather Reynolds, President of the Altavista Chamber of Commerce, addressed Council on behalf of the Altavista Chamber of Commerce, Altavista Rotary Club and Altavista on Track and requested permission to organize the Altavista Christmas parade scheduled for December 3, 2015 at 7:00 p.m. Mrs. Reynolds noted the theme for this year's parade is "Season of Lights".

A motion was made by Mr. Edwards, seconded by Mrs. Dalton, to approve as presented the Altavista Chamber of Commerce's request to organize the annual Christmas Parade on Thursday, December 3, 2015.

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Motion carried:

VOTE:	Mayor 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. Reynolds gave a brief update of the activities of the Altavista Chamber. She thanked Mr. Michael Hudson, Director of Avoca Museum and the Town of Altavista for the usage of the Avoca grounds for the TGIF events. She also thanked Council, Lt. Kenneth Moorefield and Captain Barry Stocks for helping with the Uncle Billy's Day festivities. She addressed an area of concern with the traffic and parking situation as one lot (at the Lane building) has been lost which created a huge problem. She advised they are working to address to this problem.

b. Marketing Program Update-Economic Development Office

Mr. Jarvis addressed Council referring to the September 22, 2015 work session in which the Economic Development Office is working towards a new tagline. He brought Council up to date on this process, stating 159 people have voted with the majority asking that "Alive with the spirit of rivers and rails" be considered. A committee comprised of Ms. Gwynn, Mr. Coggsdale and Mr. Jarvis is now looking for a second vote; approximately 65 people have responded thus far. Mr. Jarvis advised he is continuing to work on the brochure and video. He advised an ad was recently placed with the Expansion Journal which is targeting industries within the town and has also entered into a partnership with a site selection consultant that he will be meeting with this week.

c. Main Street Storm Water

Mr. Garrett advised he met with the Virginia Department of Transportation to review the Storm Water drainage issue on Main Street. VDOT requested staff submit to them additional information: hydraulic calculations and additional drawings on the draining; they narrowed down the size of pipe (18"). He advised VDOT is requesting the bidding process scheduled for Thursday, October 15 be postponed so that drawings could be finalized. Staff is recommending the bids be postponed and extended for an additional two weeks in order to get the paperwork to VDOT. Mr. Garrett noted VDOT has extended the paving of Main Street to September 2016.

Mr. Edwards stated he had heard the original submission was for a 30" line and asked if these calculations would support an 18" line.

Mr. Garrett advised the engineers were looking at a larger area than what VDOT was looking at so this made the numbers be off. VDOT has this scaled down. This would be extended to Charlotte Avenue with a drop inlet box on both sides of Charlotte to take in the water.

Mayor Mattox thanked Mr. Higginbotham for his help in that matter.

A motion was made by Mrs. Dalton, seconded by Mr. George, to extend the bidding process for the Main Street Storm Water line an additional two weeks.

Motion carried:

VOTE:	Mayor Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes

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Mr. Tracy Emerson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

Mr. Garrett noted the Water Plant should be up and running at 100% at 7:00 p.m. tonight.

Mayor Mattox thanked Mr. Garrett and his staff for a quick turnaround time on a water line issue at the north end of town.

d. Habitat for Humanity Street Closure Request

Mayor Mattox advised Altavista Habitat for Humanity is requesting permission to close a portion of Amherst Avenue between 11th and 13th Streets on Saturday, October 17 and Sunday, October 18th between hours of 7:30 a.m. and 6:00 p.m. while volunteers complete a blitz build.

A motion was made by Mr. Higginbotham, seconded by Mr. Emerson to grant closure of a portion of Amherst Avenue between 11th and 13th Streets on Saturday, October 17 and Sunday, October 18th between hours of 7:30 a.m. and 6:00 p.m. for a blitz build.

Motion carried:

VOTE:	Mayor 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

9. Reports

a. Town Manager's Report

Mayor Mattox advised Mr. Coggsdale was traveling with the Altavista High School Golf Team to the State Tournament and stated the Colonel's Golf Team placed second.

Mayor Mattox presented Council with the Town Manager's report.

Bedford Avenue Waterline Project (Project 1A)

Bedford Avenue has been paved.

Punch list is being created for completion.

Mr. Higginbotham asked Mr. Garrett to check a patch at the entrance of Myrtle Lane to see if it is acceptable.

Main Street Waterline Project (Project 1B)

WW Associates issued Addendums deferring the bid date and inclusion of storm water project. Mr. Garrett gave an update earlier in the meeting. Bids are due Wednesday, October 28th.

WWTP EOP – PCB Remediation

Dr. Scott Lowman (IALR) is scheduled to present a report on the “recharacterization” of the pond (grid sampling) as compared to the 2002 sampling and update Council on IALR’s “pot study” at the October 27th Town Council Work Session.

Staff has provided Dr. Schnoor (University of Iowa) an update on their berm request. It has been Council’s direction to await the report regarding the “recharacterization” of the pond before proceeding with the decision in regard to the berm and potential locations.

DEQ has not provided the letter for the Informal Fact Finding (IFF) and has indicated that they may need to reschedule to an undetermined date in November.

Mr. Edwards questioned the date for the meeting as being October 29th and suggested getting a report from Dr. Lowman before the date of October 27th.

Mr. Higginbotham suggested the information be emailed to Council members and Dr. Schnoor for review before meeting to discuss.

10. Informational Items/Late Arriving Matters

- a. Correspondence/Articles
- b. Calendars- September & October

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, for the following purpose:

Section 2.2-3711 (A)(1) – Discussion or consideration of prospective candidates for appointment to the Altavista Economic Development Authority.

Section 2.2-3711 (A)(5) regarding discussion concerning a prospective business or industry or the expansion of an existing industry where no previous announcement has been made of the business’ or industry’s interest in locating or expanding its facilities in the community.

A motion was made by Mrs. Dalton, and seconded by Mr. George.

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

Council went into closed session at 7:35 P.M.

Notice was given that council was back in regular session 7:50 P.M.

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FOLLOWING CLOSED SESSION:

A motion was made by Mrs. Dalton, 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
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

A motion was made by Mrs. Dalton, seconded by Mr. Emerson, to reappoint Mr. Todd Hall to the Altavista Economic Development Authority for a term of four years expiring November 30, 2019.

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

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, to approve an incentive package for Sensata/Schrader in the amount of \$30,000 to be paid in four annual payments.

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

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, to approve an incentive package for BGF Industries in the amount of \$47,000 to be paid in four annual payments.

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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

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, for the following purpose:

Section 2.2-3711 (A)(1) – Discussion or consideration of personnel.

A motion was made by Mrs. Dalton, and seconded by Mr. Edwards.

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

Council went into closed session at 8:00 P.M.

Notice was given that council was back in regular session 8:55 P.M.

FOLLOWING CLOSED SESSION:

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, 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
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

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13. Adjournment

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

The meeting was adjourned at 8:56 p.m.

Michael E. Mattox, Mayor

Mary Hall, Deputy Clerk