

## Regular Council Meeting—February 9, 2016

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 February 9, 2016 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. Retired Pastor Latta Terry 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  
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 agenda.

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

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

Mayor Mattox welcomed two members of the Boy Scouts, Pack 184, Mr. Taylor Rice and Mr. Brian Thomas; both are working on their citizenship merit badges.

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 January 12<sup>th</sup>; Work Session January 26<sup>th</sup> –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

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

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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

### 7. New/Unfinished Business

- a. Scheduling of Public Hearing-Proposed Ordinance Amendment allowing the “Keeping of Chickens in Town Limits”

Mr. Coggsdale advised previously the Planning Commission presented to Town Council a recommendation regarding a proposed ordinance allowing the “keeping of chickens in the town limits”. Town Council discussed this issue and at their January Work Session agreed to schedule a public hearing on the matter. The Planning Commission conducted a discussion at their last meeting and is presenting a clarification to the proposed ordinance. This clarification allows the property owner to keep chickens within 30 feet of their own dwelling and does not allow chickens within 30 feet of a neighboring dwelling or 20 feet from any property line.

A motion was made by Mr. George, seconded by Mr. Emerson, to schedule a public hearing for the March 8, 2016 Town Council meeting to receive comment on the adoption of the updated zoning ordinance, Section 86-515.1, 86-32, 86-192, 86-322 and 86-382 as amended; “Keeping of Chickens in Town Limits”.

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

- b. Altavista Band Boosters-Concession Storage Request

Mr. Coggsdale advised the Altavista Band Boosters has submitted a request regarding their concession storage at the Trade Lot. The Band Boosters operates the concessions at the monthly First Saturday Trade Lot and have experienced several break-ins to their storage building that sits next to the concession stand. The Band Boosters are requesting that they be allowed to locate a trailer at this location to replace the shed. He noted staff is requesting a trial period through June (Uncle Billy’s Day) at which time Town Council can decide if they would like to extend the use.

A motion was made by Mrs. Brumfield, seconded by Mr. Emerson, to approve the Band Boosters’ request to locate their trailer to the Trade Lot beside of the concession stand for a trial period through June (Uncle Billy’s Day weekend).

Mr. Emerson questioned how the trailer would be secured.

Mr. Andrew Hicks, Altavista Band Boosters Vice President, advised it would be secured like a normal trailer; the trailer is already equipped with additional internal doors and security measures of being steel as opposed to the wooden structure that is presently being used. Mr. Hicks noted the damage to the storage building is in excess of \$500 and the Band Boosters are working on limited funds.

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Mr. Emerson stated there is a lot of technology available to monitor these buildings and asked the Band Boosters to work with the Police Department.

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. Economic Development Tourism Brochure

Mr. Jarvis addressed Council in regards to the development of a tourism brochure. He noted tourism is a flourishing industry sector for the state of Virginia and is the fifth largest private employer. Domestic travelers spend \$22.4 billion on transportation, lodging, food, amusement, recreation and retail shopping and supports 217,000 jobs in the Commonwealth. Tourism provided \$1.5 billion in state and local taxes.

Ms. Emelyn Gwynn, Main Street Coordinator, addressed Council and explained the tourism brochure in which they will feature the specialty businesses, historical sites and recreation. She noted the marketing piece is “One of a Kind” shops.

Council was presented with a final draft. Mr. Jarvis noted the brochure has community support behind it. He also mentioned an ad has been purchased by the Office of Economic Development in Lynchburg Living promoting the town for tourism. He added they will be developing an “Altavista Ambassadors” program that will create awareness for tourism in the community. The short term goals of the program will be to develop a local tourism committee, local placement of tourism brochures, and development and delivery of customer service training classes with a tourism emphasis.

## 8. Reports

### a. Town Manager’s Report

#### **Bedford Avenue Waterline Project (Project 1A)**

Final items are being completed, so retainage can be released.

#### **Main Street Waterline Project (Project 1B)**

Bids Awarded by Town Council.

Contract has been executed, start date set for January 18<sup>th</sup>.

Waterline installation has begun on the side streets.

Traffic Plan for Main Street is being reviewed/approved by VDOT.

#### **WWTP EOP – PCB Remediation**

University of Iowa picked up the “split samples” for testing.

Awaiting DEQ’s response regarding the Town’s status with the Voluntary Remediation Program.

**Canoe Launch**

Campbell County Board of Supervisors denied the Town’s request for a partnership with the County for in-kinds services.  
Staff is exploring grant opportunities for this project.

**Broadband Grant Award**

Governor McAuliffe announced that the Town of Altavista was one of several communities to receive a grant to the Virginia Telecommunications Planning Initiative (VATPI). The VATPI program provides funding for communities to develop a comprehensive community-based telecommunication plan. The Town’s award, as a Tier III recipient totals \$30,000.

Initial stakeholder meeting was held on Wednesday, January 20<sup>th</sup> at 5:30 p.m.  
Grant agreement has been executed and returned.

**OTHER ON-GOING PROJECTS**

Lynch Road Sewer Line Extension Request  
Waterline Improvement (alley behind Schewel’s)  
Broad Street sidewalk and drainage issue

9. Informational Items/Late Arriving Matters

- a. Correspondence/Articles
- b. Calendars- February/March

10. Matters from Town Council

Mr. Emerson mentioned he has been in conversation with a member of the Board of Supervisors in regards to the canoe launch and this member has no desire to be involved in bringing businesses into the town. He noted it seems the support from the Board of Supervisors is diminishing.

Mr. Higginbotham suggested with the upcoming DEQ report, Council needs to analyze where they are and where they have been and requested a work session. He thought Council had a three prong attack but wasn’t sure where they are at this point.

Mayor Mattox recognized a Council candidate, Mrs. Tanya Overbey. Mrs. Overbey has announced she will be running for a Council seat in the 2016 election.

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, for the following purpose:

Section 2.2-3711 (A)(7) Consultation with legal counsel regarding specific legal matters requiring the provisions of legal advice by such counsel (Water Purchase Contract).

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

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

Council went into closed session at 7:26 P.M.

Notice was given that council was back in regular session 8:03 P.M.

FOLLOWING CLOSED SESSION:

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

12. Adjournment

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

The meeting was adjourned at 8:04 p.m.

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Michael E. Mattox, Mayor

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J. Waverly Coggsdale, III, Clerk