

Regular Council Meeting—June 12, 2018

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 June 12, 2018 at 7:00 p.m.

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

Council members

present: Mayor Michael Mattox
Mrs. Micki Brumfield
Mrs. Beverley Dalton
Mr. Timothy George
Mr. Jay Higginbotham
Mrs. Tanya Overbey

Council members

present: Mr. Tracy Emerson

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Deputy Chief Kenneth Moorefield, Altavista Police
Mr. David Garrett, Public Works Director
Mr. Tom Fore, Public Utilities Director
Mr. John Eller, Town Attorney
Ms. Emelyn Gwynn, Main Street Coordinator
Mrs. Mary Hall, Administration

2. Invocation/Pledge of Allegiance

Mr. Tom Fore gave the invocation.

3. Approval of the Agenda

Mayor Mattox advised of some amendments to the agenda: added to the Consent Agenda was Delinquent Utility Accounts: Write Offs and Budget Amendments. Added to New Business was Rt. 29 Bridge Replacement—Urban Project Construction Agreement and Urban Archery Regulations.

Mrs. Dalton, seconded by Mr. George, motioned to approve the agenda as amended.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

4. Recognitions and Presentations

Mayor Mattox recognized Mr. Brian Daniels, Free Lance Writer, *Altavista Journal* and welcomed him.

- a. Resolution Recognizing Laney Thompson-Planning Commission

Mayor Mattox advised at the last Planning Commission meeting they adopted a resolution in appreciation of Mrs. Laney Thompson's service to the Town and Planning Commission.

Mrs. Dalton, seconded by Mr. George, motioned to adopt a resolution in appreciation of Mrs. Thompson's service to the Town of Altavista.

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Motion carried:

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

RESOLUTION IN RECOGNITION OF LANEY THOMPSON

WHEREAS, the Town of Altavista Planning Commission encourages community participation and thoughtful approaches to the impacts of development within the community and on the environment, and

WHEREAS, the Town of Altavista Planning Commission Member, Laney Thompson, has provided valuable leadership, insights and planning contributions to the town's planning program since her appointment to the Commission in April 2010, and

WHEREAS, Laney Thompson actively participated in the development of the update and overhaul of the Town's Zoning Ordinance adopted in October 2011; annual reviews of the Town's Comprehensive Plan to include a formal update to the Plan in 2015; and development of the Design Guidelines in 2014, and

WHEREAS, Commissioner Laney Thompson, has performed her duties with the highest respect for our citizens, the volunteer commissioners, and ethical standards of the Town.

NOW, THEREFORE, BE IT RESOLVED that by action of the Mayor Michael Mattox and the Town Council, Chairman John Jordan and the Planning Commission hereby record their appreciation to Laney Thompson for her outstanding service on the Altavista Planning Commission.

Adopted this 12th day of June 2018

Michael Mattox, Mayor
Town Council, Town of Altavista

John Jordan, Chairman
Altavista Planning Commission

b. Office of Drinking Water-2017- Gold Award-WTP

Mr. Coggsdale advised the Town of Altavista received notice that the Office of Drinking Water awarded the Town of Altavista Water Treatment Plant the 2017 Gold Water Treatment Plant Performance Award for Excellence in Clarification, Filtration, and Backwash. He added this is a great job by the Water Treatment Plant staff.

Mr. Fore advised with the wet spring the turbidity was up more and he would not expect this honor for 2018; 2017, the river was clean most of the time which helped to hold the numbers down. He stated his staff did a fantastic job in 2017.

Mayor Mattox expressed Council's appreciate to Mr. Fore and his staff for a job well done.

5. Citizen's Time

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

No one came forward.

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6. Consent Agenda

- a. Approval of Council Minutes
- b. Acceptance of Monthly Finance Reports
- c. Cell Tower Lease Agreement
- d. Delinquent Utility Accounts Write Offs
- e. Budget Amendments

Mrs. Overbey, seconded by Mrs. Dalton, motioned to approve the consent agenda as presented.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

7. Public Hearing

8. New Business

- a. Adoption of the FY2019 Budget and FY2019-2023 CIP and Text Amendments to Ordinances Related to Rates, Fees and Charges

Mr. Coggsdale advised on February 19, 2018, he submitted the recommended FY19 Budget to Council for their consideration. Town Council met on February 27th, March 27th and April 24th to revise and finalize the budget for adoption. He noted over the course of the budget work sessions, Town Council recommended changes. The FY19 General Fund Budget is balanced and results in a surplus of \$339,850 transferred to the General Fund Reserves. The FY19 Water & Sewer (Enterprise) Fund Budget is balanced with an increase of 8% in water rates and increase of 4% in sewer rates: as well as a monthly base rate charge. Mr. Coggsdale noted the adopted Budget is the operations guide and financial policy document for the fiscal year.

Mrs. Dalton, seconded by Mr. George, motioned to adopt Ordinance 18-06-01 Tax Rates, Water and Sewer Rates and Other Charges.

Mr. Higginbotham questioned the monthly fee of \$6.50 per month and expressed concern for the residents on a fixed income. Mr. Higginbotham also referred to Section 78-25 and questioned if the meter size should have been 5/8" instead of 3/4". Mr. Higginbotham felt in regards to the utility increase it should be done over a timeframe instead of doing it all at one time.

Mr. Coggsdale reminded Council these rates do not take effect until December 1, 2018.

Mr. Higginbotham suggested starting with having the \$6.50 charge and the actual bill with the citizen paying the higher of the two charges.

Mayor Mattox asked Council to remember the reason for the utility increases is to improve the system specifically reliability.

Mr. Higginbotham stated he understood this but did not feel it had to be done all at one time. He did not want to burden people on fixed incomes.

Mr. George asked what the alternative plan would be to raise \$20 million over the next 5 years.

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Mrs. Dalton stated Mr. Higginbotham is looking at this from a percentage standpoint which appears to hit the low rate people percentage wise. As we move up, it does not seem as great. She stated it is not the citizens' fault that we are in this predicament. She felt it was Council's fault that they have not been raising rates systematically over time.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	No
	Mrs. Tanya Overbey	Yes

Mrs. Dalton, seconded by Mrs. Overbey, motioned to adopt the resolution Adopting and Appropriating the FY2019 Budget.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

Mrs. Dalton, seconded by Mr. George, motioned to adopt a resolution approving the 2019 – 2023 Capital Improvement Program.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

Mrs. Dalton, seconded by Mr. George, motioned to adopt a resolution approving Text Amendments to Ordinances related to Rates; Fees and Charges

It was the consensus of Council to allow staff to work out the details in reference to the meter size listed in the resolution.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

b. VDOT Bridge & Heritage Tourism Signage (Rt. 29 Bridge Replacement Project)

Mr. Coggsdale advised at its February 14, 2017 Town Council meeting, VDOT made a presentation regarding a Memorandum of Agreement (MOA) that would include commitments for mitigating the project effect on historic properties. A Preservation Virginia representative was also present at the meeting. The Town Council approved support of the MOA with no part of the bridge being accepted but with placement of signage. Mr. Coggsdale

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presented to Council pictures of signage (markers) that VDOT is proposing for this purpose.

Mr. George, seconded by Mrs. Dalton, motioned to authorize staff to decide the appropriate locations for the VDOT Bridge & Heritage Tourism Signage.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

c. Rt. 29 Bridge Replacement-Urban Project Construction Agreement

Mr. Coggsdale advised VDOT is working towards bidding out the Rt. 29 Bridge Replacement Project, with construction anticipated to begin in early 2019 and completion at the end of 2020. The project cost is \$28,672,136, with \$278,423 of those funds coming from the Urban Project funding source. This requires a 2% match by the local government and requires the town to provide \$5,682 towards the project. Town Council adopted a resolution at their October 24, 2017 to utilize these funds for the lighting project associated with the bridge. He advised VDOT is requesting that Town Staff execute the Urban Project Construction Agreement associated with the Rt. 29 Bridge Replacement Project. Staff is discussing components of the agreement with VDOT. The Town's match is \$5,682 for the Urban Allocation of \$278,423.

Mrs. Dalton, seconded by Mr. George, motioned to allow staff to execute the Urban Project Construction Agreement associated with the Rt. 29 Bridge Replacement Project.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

d. Urban Archery Regulations

Mr. Coggsdale advised each year the Department of Game and Inland Fisheries requests that the town provide them with input as to any changes that need to be made to the Urban Archery regulations. He suggested to continue participation in the DGIF Urban Archery Program with the local regulations that currently exist.

Mrs. Dalton, seconded by Mr. George, motioned to continue participation in the DGIF Urban Archery Program with the local regulations that currently exist.

Mr. George asked if bow hunting is allowed in the park.

Mr. Witt advised it was not allowed at this time.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes

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Mr. Jay Higginbotham	Yes
Mrs. Tanya Overbey	Yes

9. Unfinished Business

10. Reports and Communications

- a. Departmental Reports
- b. Town Manager's Report

Staunton River RIFA

Documents have been submitted by the Town in regard to the Revenue Sharing Agreement and the adoption of the ordinance creating the RIFA. Waiting for the other localities to submit their documents to the attorney.

Southern Virginia Multi-modal Park – Utility Review

Continue to work on this item.

Rt. 43 Gateway Project (Streetscape/Utilities)

Staff continues to work on this project with the engineers and VDOT, as necessary. The application for additional funding was submitted to VDOT.

Altavista Park and Trails (APT) Master Planning

Council provided project prioritization for FY2019 and staff will begin working on those projects. Project funding is being reviewed.

Dalton's Landing Canoe Launch Project Update

Bid package is being finalized. The DCR grant application cycle has been announced and the deadline is July 19th; staff is working on the development of the application.

VDOT Rt. 29 Bridge Replacement Project Update

VDOT has indicated that this project will go out to bid in September 2018. The bid could be awarded later this year with construction covering a two year span (completed by December 2020).

Bedford Avenue Park Tennis Court Replacement and Sidewalk

Staff is working on obtaining “quotes” for this work. It is anticipated that this project will be complete this summer.

- c. Dominion Energy Response

Mr. Coggsdale referred to a letter received from Dominion Energy in response to the letter send out by the town in regards to the outages. In the letter from Dominion Energy, Mr. Scott Tomlin indicates how important this is to Dominion Energy noting the funding is not there. He appreciated the Town's efforts and interest.

- d. Calendars

11. Matters from Town Council

Mayor Mattox expressed concern with the number of hours the Police force is spending on Route 29 for traffic enforcement. Mayor Mattox stated response time

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could be reduced if officers are on Route 29 and not in town. The last thing he wants is the Town to be known as a speed trap. He suggested this be brought up at a work session to determine if this is a worthwhile endeavor to continue.

Mr. Higginbotham stated he has received so many complaints about the 25 miles per hour speed limit in front of the Town and Country Shopping Center. He asked if the speed limit could be increased to 30 miles per hour.

Mr. Coggsdale indicated this would have to be reviewed by VDOT.

Mr. Higginbotham, seconded by Mr. George, motioned to authorize staff to contact VDOT to review the possibility of changing the speed limit in front of the Town and Country Shopping Center to 30 miles per hour.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

Mr. George referred to the Bedford Avenue parking situation.

Mr. Coggsdale advised this is slated for the June 26, 2018 Town Council work session. He noted there has been conversations with VDOT and they are conducting a study.

Mrs. Brumfield advised she has had conversations with business owners in the downtown district who are requesting the town install cameras in the area due to issues with breaking and entering and vandalism.

Mrs. Dalton asked if individual businesses could install cameras.

Mrs. Brumfield suggested cameras be placed on Main, Broad and 7th Streets.

Mayor Mattox asked if this should be done for every commercial business in the town.

Mr. George suggested placing cameras on the main streets to catch the traffic flow.

Mr. Coggsdale stated staff could look at this.

Mr. George stated he would like to know the cost.

Mrs. Brumfield stated she worked at the Uncle Billy's Day festivities and noted the severe storm that came through destroyed some of the bands' equipment. She suggested a canopy at the stage area and out into the audience be installed before next Uncle Billy's Day.

Mayor Mattox noted the amphitheater is on the "to do" list.

Mayor Mattox thanked staff their work on preparing the budget.

12. Closed Session

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13. Adjournment

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

The meeting was adjourned at 7:50 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk