

# Council Regular Meeting July 14, 2020

A regular scheduled meeting for the Altavista Town Council was held in Council Chambers of the J.R. Burgess Municipal Building at 510 Seventh Street on July 14, 2020 at 6:00 p.m.

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

Council Members

Present:

Mr. Reginald Bennett  
Vice-Mayor Beverley Dalton (by phone)  
Mr. Tracy Emerson  
Mr. Timothy George  
Mr. Jay Higginbotham  
Mayor Michael Mattox  
Mr. Wayne Mitchell

Staff present:

Mr. J. Waverly Coggsdale III, Town Manager  
Mrs. Tobie Shelton, Finance Director  
Police Chief Thomas Merricks, APD  
Mr. David Garrett, Public Works Director  
Mr. Tom Fore, Public Utilities Director  
Ms. Sharon Williams, Community Development Director  
Mrs. Kirsten Aherron, AOT Main Street Director  
Mr. John Eller, Town Attorney  
Mrs. Crystal Hailey, Administration

- 2. Invocation and Pledge of Allegiance

Reverend Eduardo Soto, Altavista Presbyterian Church, gave the invocation.

Mayor Mattox led the meeting in the Pledge of Allegiance.

- 3. Agenda Adoption

Mayor Mattox informed Council the July 14<sup>th</sup> Agenda had been amended to incorporate two additional items:

- Section #10a Unfinished Business - Updates:
  - iv. VDOT SmartScale Application
  - v. USDA Innovation Center Grant

Mayor Mattox asked Council if they had any questions, comments, or concerns regarding the proposed July 14, 2020 Council Meeting Agenda, to which there were none.

Mr. Bennett, seconded by Mr. Mitchell, motioned to approve the agenda as amended.

Motion carried.

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Mrs. Beverley Dalton	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

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### 4. Recognitions and Presentations

#### a. VDH Office of Drinking Water “Gold Performance Award”

Mr. Coggsdale informed Council that the Virginia Department of Health (VDH) Office of Drinking Water recently awarded the Town of Altavista’s Water Treatment Plant a 2019 “Gold Performance Award for Excellence in Clarification, Filtration, and Backwash”.

Mr. Coggsdale stated the award was to recognize the efforts of all staff members at the water plant for achieving clarification, filtration, and backwash performance criteria from January through December of calendar year 2019.

Mr. Coggsdale shared the names of Altavista’s Water Treatment Plant Employees:

Bryan Mawyer	Polly Brown	Shayne Petrie	Eliza Puckett
Gary David	Nathan Farmer	James Powell	Melinda Taylor
Paul Hill			

Mr. Coggsdale stated these employees are all under the direction and leadership of Altavista’s Public Utilities Director, Mr. Tom Fore. He stated Mr. Fore asked that the fore-mentioned employees be recognized for the good work they do each day in order to deliver “high quality” water and utility services to the citizens of Altavista.

Mayor Mattox stated he appreciated Mr. Fore’s high standards and strong leadership. He thanked Mr. Fore for the outstanding work he does for the Town of Altavista, as did Council.

### 5. Citizen’s Time (Non-Agenda Items Only)

Mayor Mattox asked if there were any citizen(s) present, or that had contacted the town office by email or phone, wishing to address Council with a comment or concern regarding a subject that was not on the July 14, 2020 Council Meeting Agenda.

There were no public comments or questions on this date regarding a non-agenda item.

### 6. Partner Updates

#### a. Altavista Area Chamber of Commerce

Mr. Coggsdale informed Council that Lauren Odessa, Chamber President, was scheduled to address Council with a Chamber of Commerce update, but she was not in attendance at that time.

Mayor Mattox stated Council would revisit this item at another time.

### 7. Consent Agenda Approval

- a. Approval of Council Meeting(s) Minutes
  - June 9, 2020 Council Regular Meeting
  - June 11, 2020 Council / AEDA Joint Meeting
  - June 23, 2020 Council Work Session
- b. Acceptance of Monthly Financial Reports
  - June 2020 Revenue and Expenditures
- c. Acceptance/Adoption of Transit Development Plan
- d. Board of Zoning Appeals Report

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Mayor Mattox asked Council if they had any questions, comments, or concerns regarding the July 14, 2020 Consent Agenda, to which there were none.

Mr. Bennett, seconded by Mr. Emerson, motioned to approve the Consent Agenda as presented.

Motion carried.

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Mrs. Beverley Dalton	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

### 8. Public Hearing(s)

Mayor Mattox informed meeting attendees that Town Council would be holding two public hearings that evening in regards to (1) Conditional Rezoning Request – 3rd Street, and (2) Sale of Public Property – 1502 Avondale Drive.

Mayor Mattox stated the hearings were an opportunity for Town Council to hear citizen input or any concerns citizens may have regarding the two subject matters.

- 3<sup>rd</sup> Street “Conditional” Rezoning Request by Habitat for Humanity

Town Staff Member Ms. Sharon Williams, AICP, Altavista Community Development Director, and Altavista Planning Commission Secretary, was the presenter for this item, which detailed Habitat’s request and the Planning Commission’s recommendation.

Ms. Williams stated the Altavista Area/Campbell County Habitat for Humanity organization was considered the “Contract Purchaser” of the property in question, located on the corner of Hughes Avenue and 3<sup>rd</sup> Street.

Ms. Williams stated Habitat has requested the property be rezoned, from (M) Industrial to (R2) Residential, for the purpose of erecting three homes on the property.

Ms. Williams informed Council, during their June 1, 2020 meeting, the Altavista Planning Commission voted 4-0 in favor of approving Habitat’s rezoning request.

Ms. Williams shared a Power Point presentation as a visual reference for Council. The presentation included an aerial photo of the fore-mentioned property, the current zoning map of the area, and a “Future Land Use Map” from Altavista’s Comprehensive Plan.

Ms. Williams referenced the aerial photo and stated there was a mix of commercial and residential properties in the area, but pointed out that the property in question has residential homes adjacent on three sides.

Ms. Williams also referenced the Future Land Use Map and reminded Council the map, in concurrence with Altavista’s Comprehensive Plan, suggested that side of 3<sup>rd</sup> Street be rezoned to (R2) Medium Density Residential.

Ms. Williams stated Habitat’s initial site plan was to divide the property (8 parcels) into four lots, with four homes. She stated that plan did not meet Town Code for minimal lot “frontage”, however, there was a Town Ordinance provision that would allow a deviation due to the age of the lot/property.

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Ms. Williams stated, after further review of the property, the site plan was reconfigured for only three homes to be built, with the front of the homes facing 3<sup>rd</sup> Street. She stated, if the request is approved, Habitat's current/revised site plan would meet all of the town's zoning requirements for an (R2) Residential District.

Ms. Williams stated, at that time, the Altavista Planning Commission was recommending Council approve Habitat's request to rezone said portion of 3<sup>rd</sup> Street. She stated, as Planning Commission Secretary, she would be happy to answer any questions Council may have regarding the rezoning request.

Ms. Williams informed Council there were also a few members of the Altavista Area Habitat for Humanity organization in attendance to answer any questions Council may have regarding their request.

Mayor Mattox asked Council if they had any questions regarding the rezoning request.

Mr. Mitchell referenced the Future Land Use Map within Altavista's Comprehensive Plan. He asked when the map had been generated.

Ms. Williams answered Mr. Mitchell stating the map she shared with them became part of the town's Comprehensive Plan in CY2017.

Mr. Mitchell stated he felt the request by Habitat "falls within the parameter" of the Future Land Use Map.

Mr. Higginbotham also referenced the Future Land Use Map and ask for clarification that only the property on the corner of 3<sup>rd</sup> Street and Hughes Avenue would be rezoned residential and the other side would remain industrial, to which Ms. Williams confirmed that was correct.

Mr. George asked, with the area of interest currently zoned (M) Industrial, why the existing homes in that area were allowed to be there.

Mr. Eller stated, most likely the homes were built before the area was zoned industrial.

There were no additional comments from Council at that time.

Mrs. Rhonda Shreve, Altavista's Habitat for Humanity Executive Director, came before Council with a brief description of the organization's Mission Statement:

"Habitat for Humanity is a non-denominational Christian Ministry with a distinct mission to eradicate sub-standard housing by offering a "hand-up", NOT a hand out, to people that could not otherwise afford safe and decent housing without this help."

Mrs. Shreve stated Habitat homes are sold to individuals, not given to them. She stated Habitat makes these homes affordable by selling them "at cost", with a no-interest loan.

Mrs. Shreve informed Council that each applicant goes through a financial screening process and home visits from a Habitat representative to determine if they meet Habitat's criteria for consideration.

Mrs. Shreve continued by giving Council examples of the two current applicant's living conditions that make them eligible for home consideration.

Mrs. Shreve stated, if the rezoning request was approved, the land in question would represent the town's desired "future use" for the property. She stated the town would then receive tax and utility revenue from the property.

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Mrs. Shreve stated she would be glad to answer any questions Council may have regarding Habitat for Humanity's homeownership program.

Mayor Mattox asked Council if they had any questions for Mrs. Shreve.

Mr. Bennett asked Mrs. Shreve how many homes had Habitat built in Altavista.

Mrs. Shreve answered stating Habitat for Humanity had built a total of thirty-seven homes in Altavista's community, with thirty-four of them being within town limits.

Mr. Bennett asked if Habitat only builds new construction homes, or do they ever consider renovating an older home.

Mrs. Shreve stated renovating an older home is sometimes more costly than building a new one. She stated there was a long list of items for concern when renovating an old home, such as an unstable foundation, decaying plumbing system, old faulty electrical wires throughout the entire home, adding much needed insulation, replacing a decaying roof and gutters, replacing old single pane windows with energy efficient windows, replacing, or in many cases adding a heating and air conditioning system.

Mrs. Shreve stated all of these items can add up to the same, and sometimes a higher cost, than building a new home, and potentially more time consuming. She stated, for that reason, Habitat for Humanity only builds new homes. She stated the organization also receives "gifts in kind" (material donations) towards building a new home.

Mr. Bennett asked, if a Habitat home became vacant for some reason, what the procedure would be.

Mrs. Shreve stated Habitat homes are sold to the original occupant through a mortgage (loan) process. She stated, if a homeowner were to pass away, the mortgage would be consider that individual's "estate" and would go through the same process as such. She stated, if the mortgage is paid in full, a family member may inherit the home, if not, a designated family member may assume the mortgage/loan in their name.

There were no additional questions from Council at that time.

Mayor Mattox thanked Mrs. Shreve for attending the meeting and for her presentation on behalf of the Altavista Area Habitat for Humanity organization.

At that time, Mr. David Shreve came forward to address Council on Habitat's behalf.

Mr. Shreve stated there were often "misguided views" of the homes/homeowners associated with Habitat for Humanity. He shared pictures of some of the more recent homes built by Habitat in the Town of Altavista between 2010 and 2019.

Mr. Shreve informed Council the photos were taken the day before that evening's meeting in order to show how well-maintained the homeowners have kept their properties, and in most cases improved them through additional landscaping and decor.

Mr. Shreve stated there had been suggestions from the general public that Habitat homeowners were not good for family neighborhoods because they tend to generate excessive calls to their local police departments.

Mr. Shreve informed Council of a "provision" recorded with all loan documents associated with Habitat mortgages, as well as, with the property's deed recorded with Campbell County.

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Mr. Shreve shared with Council what the fore-mentioned provision states:

“Should there be any activity in the home or on the property that constitutes the nature of a “Public Nuisance” or illegal activity, or should the homeowner fail to maintain their property in a neat and orderly fashion, Habitat for Humanity may implement sole discretion to consider the note (loan), secured by a Deed of Trust for the property, due and payable in full; and Habitat may proceed with foreclosure of the property, if not paid in full within thirty days of the Notice of Default.”

Mr. Shreve stated he had not yet had the chance to discuss the matter with the current Altavista Police Chief, Tommy Merricks, but stated he did inform Altavista’s past three Police Chiefs of the provision regarding a Habitat homeowner’s responsibility to properly maintain their homes and without any unlawful incidents.

Mr. Shreve stated if an issue arises, Habitat asks that the Altavista Police Department inform them of the matter. He informed Council that Habitat for Humanity has a “Family Sponsor Committee” that will work with families to help resolve domestic, or any other, problems they may be having. He stated they encourage Habitat homeowners to be a positive asset to their community.

Mr. Shreve referenced the rezoning request by Habitat regarding the 3<sup>rd</sup> Street property. He stated the original request, as previously mentioned by Ms. Williams, was for four homes to be built on the 3<sup>rd</sup> Street property/project site.

Mr. Shreve stated, after further review of the 3<sup>rd</sup> Street Site Plan, Habitat considered input from their site supervisor, county surveyor, and town representation, and has reconfigured the site plan to only include three homes, rather than four, and each driveway will be accessed from 3<sup>rd</sup> Street, rather than Hughes Avenue, which fully meets all town codes and ordinances.

Mr. Shreve concluded his presentation and asked that Council consider approving Habitat’s request to rezone the fore-mentioned portion of 3<sup>rd</sup> Street to residential property. He reminded Council the property was in the town’s Comprehensive Plan as being rezoned as such. He stated, if the request was approved, it would add three more citizens and their children to the Town of Altavista.

Mayor Mattox thanked Mr. Shreve for his time and for attending the meeting in representation of the Altavista Area/Campbell County Habitat for Humanity.

Mayor Mattox opened this public hearing at 6:40 PM.

Mayor Mattox referenced the “sign-up sheet” regarding the public hearing for this matter and asked if the individuals named on the sheet would like to speak at that time.

Mr. Carmen Perri, 217 Indigo Run, Leesville Lake, came before Council on behalf of the Altavista Area Habitat for Humanity. Mr. Perri informed Council he was a Habitat Site Supervisor/Project Manager for twenty three Habitat homes during a twelve year period, and is currently a member of the Campbell County Board of Zoning Appeals.

Mr. Perri referenced a comment made by Mr. Shreve regarding some town resident assumptions that Habitat homes bring down the value of the adjacent homes in their neighborhood. Mr. Perri stated, after being a part of Habitat for many years and hearing this statement himself from area residents, he decided to investigate whether there was any truth to that assumption.

Mr. Perri shared with Council a report he compiled in 2015 to compare the “assessed value” of approximately sixteen Habitat homes that had been built in the Altavista area at that time and the existing homes directly adjacent on all four sides of those homes.

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Mr. Perri stated the result of his study showed that newly built Habitat homes had an approximate 160% caparison “value” to the existing homes around them. He stated he felt Habitat homes have had a positive effect to the neighborhoods they are built in.

Mr. Perri stated he enjoyed volunteering for an organization that he could actually see how his work had positively impacted the neighborhoods of Habitat homes, the town, and the community. He stated he would always be grateful for the opportunity Habitat for Humanity gave him; to be an instrumental part of providing clean, affordable housing to individuals that would otherwise not be able to obtain that for their family.

Mayor Mattox thanked Mr. Perri for his presentation and for his service to the Altavista community during his time with the Altavista Area Habitat for Humanity.

At that time, the next citizen that signed up to speak came forward to address Council.

Mr. Jeff Richfield, 1022 7<sup>th</sup> Street, Altavista, thanked Council for the opportunity to express his gratitude for Habitat for Humanity.

Mr. Richfield shared aspects of his previous place of residence located in Gretna, a town adjacent to Altavista. He stated the home had multiple water leak issues and high heating costs due to little to no insulation. He stated he was a single father and wanted to do better for his daughter, but didn’t know how he could at that time.

Mr. Richfield stated someone told him about the Habitat for Humanity organization so he applied for their assistance. He stated the process took over a year, but he was finally accepted and was able to buy a home for himself and his daughter through Habitat.

Mr. Richfield stated he really enjoys living in the Town of Altavista and being a part of the Altavista community. He stated he was an active member of the local YMCA and his daughter has graduated from Faith Christian Academy and was now attending Liberty University.

Mayor Mattox thanked Mr. Richfield for attending the meeting/public hearing and stated the town was happy to have him as part of the community.

At that time, Mr. Gregory Bonds, 1114 4<sup>th</sup> Street, Altavista, came before Council.

Mr. Bonds stated, after his daughter’s passing a few years ago, he and his wife were faced with adding to their household by taking in their grandson. He stated the Habitat organization had been very good to his family.

Mr. Bonds stated he felt Habitat homes were well built and are an asset to any neighborhood they are built in. He shared his favor in the town allowing Habitat to build three homes on 3<sup>rd</sup> Street, which is one street over from his (Habitat) home.

Mayor Mattox thanked Mr. Bonds for attending the meeting and for his comments.

Mayor Mattox called the last person that signed up to speak at this public hearing.

Mrs. Ellyn Cox, resident of Hurt, Va. (adjacent town to Altavista) and the property owner of 1313 3<sup>rd</sup> Street, Altavista, addressed Council at that time.

Mrs. Cox informed Council that the property in question for Habitat’s request, her 1313 3<sup>rd</sup> Street property, and some of the surrounding properties in the immediate vicinity, were all a part of her family’s previous farm approximately seventy years ago, so she was very familiar with the area.

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Mrs. Cox reminded Council that 3<sup>rd</sup> street was currently zoned “commercial” because of its multiple businesses and industry (BGF) in that particular area of town.

Mrs. Cox stated, with commercial businesses and industry located so closely to the property pertaining to the rezoning request, she did not feel it was a safe environment for families with small children due to the high traffic from those businesses.

Mrs. Cox stated she was not in favor of Habitat’s request for rezoning and building additional homes on the requested property of 3<sup>rd</sup> Street.

Mayor Mattox thanked Mrs. Cox for input on this matter and for attending the meeting.

Mayor Mattox closed the public hearing at 7:02 PM.

Mayor Mattox asked Council if they had any questions regarding the rezoning request.

Mr. Mitchell referenced a report recently given to Town Council by the Altavista Economic Development Committee regarding the town’s current economic condition. He stated one of the items in that report was an assessment of the town’s available housing, which was found to be “lacking” in all neighborhoods and economic aspects.

Mr. Mitchell shared his favor in approving Habitat for Humanity’s rezoning request, which would add to the much needed housing in town. He stated it was also his desire to see all of the homes in the same 3<sup>rd</sup> Street area to eventually be rezoned residential and not commercial.

Mr. Emerson stated he was not against the Habitat for Humanity’s organization as a whole, because he felt as they did, that a person should help another person when they have the chance and are able to do so. He stated, however, he was unsure if he agreed with their 3<sup>rd</sup> Street rezoning request due to the high volume of traffic that already runs through that area from “town operated” vehicles and commercial businesses.

Mr. Emerson stated, at that time, he was “on the fence” (unsure) whether he would support Habitat’s rezoning request or not.

Mrs. Dalton stated she felt Habitat for Humanity was a wonderful organization that she has supported for many years, and would continue to do so.

Mrs. Dalton stated, however, she was not in favor of their 3<sup>rd</sup> Street rezoning request.

Mayor Mattox shared his appreciation for the Altavista Area Habitat for Humanity. He stated they have done great work for the Altavista community and he had personally seen the “product” of their work many times.

Mayor Mattox stated, if you take “Habitat for Humanity” out of the equation, he was not in favor of rezoning any part of 3<sup>rd</sup> Street (Altavista) from industrial to residential.

Mayor Mattox stated he felt the area in question and the commercial area adjacent to it and along the river, had changed considerably over the past few years as being more suitable for commercial/industrial use.

Mayor Mattox referenced the Brownfields Project the town was currently in the process of implementing to help clean up the old Lane Company property, which would mean that area would be growing even more in the direction of commercial and/or industrial.



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Mayor Mattox stated he supported Habitat for Humanity building additional new homes in the Town of Altavista. He stated, if their rezoning request was approved, he would support them 100 percent, and if their request was denied, he hoped they would be able to find another suitable location in Altavista to build on.

Mr. Higginbotham referenced the Altavista Planning Commission. He stated it was the Planning Commission's responsibility to investigate, evaluate, and determine which zoning option was best suited for each location/area within the town.

Mr. Higginbotham also referenced the Future Land Use Map from Altavista's Comprehensive Plan, which shows the property in question as desired by the town to be zoned residential. He stated, after taking the map into consideration, the Planning Commission had voted 4-0 in favor of Habitat's request.

Mr. Higginbotham stated in every locality there are commercial businesses and/or industries bordering residential areas. He stated it was nice when there can be a street to divide those two areas, and in this case, 3<sup>rd</sup> Street would be that division.

Mr. Higginbotham stated the Planning Commission had done their due diligence with this request and he felt Council should consider approving their recommendation.

Mr. Higginbotham stated he felt Habitat for Humanity was a "phenomenal" organization and a great asset to the community. He shared his favor in supporting Habitat's rezoning request.

Mr. George stated, as a member of the Altavista Planning Commission, he assured Council they evaluated both zoning options in determining their recommendation.

Mr. George asked, if Habitat's rezoning request was approved, would the entire area or block be rezoned residential, or only the property in question.

Mr. Coggsdale, the Town Manager, answered Mr. George stating, if approved, only the property Habitat intends to build on would be rezoned from industrial to residential.

Mr. Bennett thanked the Habitat for Humanity representatives and all of the town citizens that attended the meeting that evening to give their input on this subject matter.

Mr. Bennett referenced the fact that 3<sup>rd</sup> Street was currently zoned industrial and the existing homes on the street being under the same zoning. He stated, if Habitat's request was approved to rezone a portion of the area from industrial to residential for the purpose of building new homes, he felt existing home owners should have the same option to do so.

Mr. Bennett also referenced a statement made by Ms. Williams during her presentation that evening representing the Altavista Planning Commission, "Land will tell you how it wants to be developed". He reminded Council there had not been any interest in building additional homes in the 3<sup>rd</sup> Street area over the past several years, but the area had seen substantial commercial and industrial growth.

Mr. Bennett stated he agreed the Town of Altavista needs more available housing, but the town also needs additional jobs for its citizens. He shared his favor with the fore-mentioned 3<sup>rd</sup> Street property in question to remain zoned as industrial/commercial.

Mrs. Dalton, seconded by Mr. Bennett, motioned to deny the request by Habitat for Humanity to rezone a portion of 3<sup>rd</sup> Street, Altavista from industrial to residential.

Mayor Mattox asked Council if they had any additional comments regarding this item.

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Mr. Mitchell stated he would like to point out there were multiple homes already existing in the 3<sup>rd</sup> Street area of town the request was pertaining to.

Mr. George stated whether the current request was approved or not, it would not change what the current zoning is (industrial) in that area. He stated, therefore, if something happened to any of the existing homes, the homeowners would not be able to rebuild their home on their property.

Mr. George asked Mr. Eller if there was something that could be done to change that.

Mr. Eller stated the current Town Zoning Ordinance states: if a home was built in an industrial area before the area was zoned industrial, the homeowner would have the right to “restore” their home in the case of a fire if the home was only damaged less than 50%. He stated, if the home was damaged more than 50%, it could not be rebuilt.

Mr. Eller reminded Council they had the authority to amend an ordinance if they deemed it viable for the town.

Mr. George shared his favor with Council evaluating and considering the rezoning of the 3<sup>rd</sup> Street area of town.

Mr. Bennett stated he respected the evaluation and recommendation from the Altavista Planning Commission, but stated their recommendation was just that, “a recommendation”. He stated Council meetings were a time and place for Town Council to consider all input and recommendations, and it was ultimately Council’s responsibility to determine the best and most viable option for the Town of Altavista.

There were no additional comments from Council.

Motion was overruled by vote of Council.

Vote:	Mr. Wayne Mitchell	No
	Mr. Tracy Emerson	No
	Mrs. Beverley Dalton	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	No
	Mr. Timothy George	No
	Mr. Reggie Bennett	Yes

Mr. Higginbotham, seconded by Mr. Mitchell, motioned to accept the Altavista Planning Commission’s recommendation to approve the Altavista Area Habitat for Humanity’s request to rezone a select piece of property on 3<sup>rd</sup> Street in Altavista from its current industrial zoning to their desired (R2) Residential, so they may move forward with building three new homes on the said property.

Motion carried.

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Mrs. Beverley Dalton	No
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

Mayor Mattox thanked all of the town citizens and Habitat representatives that attended the meeting and public hearing that evening regarding this matter.

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- Consideration of Sale of Public Property – 1502 Avondale Drive

Mr. Coggsdale referenced an agreement the Town of Altavista entered into five years ago with Select Air for lease of the property located at 1502 Avondale Drive. He stated the agreement offered Select Air an option to purchase the said property at the end of their lease term.

Mr. Coggsdale stated, at that time, Select Air had opted to exercise the “Option to Purchase” and the Town of Altavista and Select Air had executed an amended agreement, setting forth the terms.

Mr. Coggsdale stated, pursuant to State Code: Section 15.21800 and 1802, the Town of Altavista is required to conduct a Public Hearing when considering the disposal of (selling) town-owned property. He stated, thereafter, the town would then have the authority to dispose of said property if they desired to do so.

Mr. Coggsdale informed meeting attendees, at that time, Town Council would be conducting a Public Hearing in regards to disposal of 1502 Avondale Drive to Select Air per the amended agreement. He stated, following the public hearing, Town Council could consider whether or not to proceed with the disposal of said property, as outlined in the amended agreement.

Mayor Mattox opened this public hearing at 7:19 PM.

Mayor Mattox asked if there were any citizens attending the meeting that would like to address Council concerning this matter.

Mr. Carmen Perri, 217 Indigo Run Leesville Lake, came before Council and suggested relocating the Altavista Public Works Department to the 1502 Avondale Drive location. He suggested developing Public Works current location, off 3<sup>rd</sup> Street, as commercial property, possibly housing multiple small businesses and retail shops.

Mayor Mattox thanked Mr. Perri for his time and his input on this matter.

Mr. Higginbotham referenced the 1502 Avondale Drive property. He stated, when the Altavista Armory vacated the property, the building sat empty for many years and developed several maintenance and structural issues.

Mr. Higginbotham stated, when Select Air showed interest five years ago in leasing the property, and conducting the much needed maintenance on the building themselves as part of the agreement, the town felt the opportunity was a viable option.

Mayor Mattox closed this public hearing at 7:28 PM.

Mr. Higginbotham, seconded by Mr. Emerson, motioned to adopt the Town Ordinance authorizing the Town Manager to implement the (amended) Sale Agreement between the Town of Altavista and Select Air for the 1502 Avondale Drive property.

Motion carried.

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Mrs. Beverley Dalton	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

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### 9. New Business

#### a. Public Nuisance Hearing – Re: 1004 10<sup>th</sup> Street

Ms. Sharon Williams, Altavista's Community Development Director, presented Council with the information pertaining to this Public Hearing. She informed Council the property in question, 1004 10<sup>th</sup> Street Altavista, was owned by Ms. Barbara Loving.

Ms. Williams shared with Council some of the violations associated with the property:

- A shed placed in the front yard is a zoning violation
- An "inoperable" vehicle (expired tags & inspection) on the property
- Debris and old tires remain located on the property after repeatedly being asked to remove the items

Ms. Williams stated the shed located in the front yard of said property is in direct violation of Altavista's Zoning Ordinance due to setback restrictions.

Ms. Williams informed Council the issues and violations at 1004 10<sup>th</sup> Street had been going on since 2018. She stated the previous Assistant Town Manager took the homeowner to court regarding the shed violation, but the homeowner has yet to correct the violation and now has other violations concerning her property.

Ms. Williams stated, at that time, Town Staff was recommending Council hold a Public Hearing, after doing so, to consider deeming the property a "public nuisance" and giving the homeowner a timeframe to comply or further legal action will be taken.

Mayor Mattox opened the Public Hearing regarding 1004 10<sup>th</sup> Street Altavista at 7:34 PM.

Mayor Mattox asked if there were any citizens attending the meeting that wished to address Council regarding this matter, to which there were none.

Mayor Mattox closed the Public Hearing at 7:35 PM.

Mayor Mattox asked Council if they had any questions regarding this item, to which there were none.

Mr. Higginbotham, seconded by Mr. George, motioned to accept Town Staff's recommendation to declare the misplaced shed and inoperable vehicle located on the property at 1004 10<sup>th</sup> Street Altavista a "Public Nuisance". He stated the motion included a thirty (30) day timeframe for the homeowner to comply or the vehicle and the shed will be removed from the said property.

Mr. Mitchell reminded Council that staff had initially asked for a "fourteen day" timeframe in which the homeowner would have to comply.

Mr. Higginbotham asked Mr. Eller if fourteen days was a sufficient amount of time to offer the homeowner to correct the violations.

Mr. Eller stated the homeowner would have thirty days from the time of the violation notification to appeal to the Board of Zoning Appeals.

Ms. Williams stated the homeowner had recently been given a violation notification in May 2020 and again in June notifying them of this Public Hearing. She stated the thirty day appeal timeframe had passed, which allows the town to move forward with legal action.

Mr. Mitchell suggested the thirty day timeframe be changed to a fourteen day timeframe in Mr. Higginbotham's motion.

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Mr. Higginbotham accepted Mr. Mitchell's suggestion and amended his motion to state the homeowner at 1004 10<sup>th</sup> Street would have fourteen days from the date of the Public Hearing to correct their property violations or the Town of Altavista would take further legal action and remove the shed and inoperable vehicle from the property.

Motion carried.

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Mrs. Beverley Dalton	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

At that time, Town Council discussed options with the Town Manager for items to address that evening and items that could be placed on a future "continued meeting" agenda.

There was a consensus of Council to address Section 9, items b, d, and e; and to place all remaining items from the July 14<sup>th</sup> agenda on a future meeting agenda.

### b. AOT Main Street District Expansion Request

Background:

Altavista On Track desires to expand the boundaries of the existing Main Street District. They are seeking Town Council's authorization to apply to the Department of Housing and Community Development (DHCD) Virginia Main Street Program for the expansion.

Mr. Coggsdale informed Council that Reverend Ed Soto, AOT President, and Mrs. Kirsten Aherron, AOT Main Street Coordinator, were both available at the meeting if Council had any questions regarding AOT's request.

Mayor Mattox stated Council understood the aspects of what AOT was trying to accomplish by expanding the Main Street District. He stated the expansion and outreach would be an asset to the town.

Mayor Mattox asked Council if they had any questions regarding this item, to which there were none.

Mr. Emerson, seconded by Mrs. Dalton, motioned to approve Altavista On Track's request and authorize them to apply to the Department of Housing and Community Development, Virginia Main Street Program for approval to expand Altavista's Main Street District.

Motion carried.

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Mrs. Beverley Dalton	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

### c. CARES Act Funding

Consensus of Council to consider this item at a future meeting.

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### d. Consideration of Project Award – Riverview Sewer Line Project

Mr. Tom Fore, Altavista Public Utilities Director, and Councilman Higginbotham both addressed Council concerning this item.

Mr. Fore asked Council to consider allowing John Eller, Town Attorney, to review the town's insurance policy pertaining to this project.

Mr. Higginbotham gave Council a brief overview regarding the reasoning behind the request. He stated the project consisted of removing and demolishing 330 LF of existing aerial 10" gravity sewer under railroad box culvert and existing wooden piers, jack and bore approximately 173 LF of 20" steel casing pipe under existing railroad easement, and install 277 LF of ductile iron sewer pipe and related appurtenances.

Mr. Higginbotham stated, due to the intense process and liability exposure of this project, Dewberry, Town Engineer Consultants, suggested the Town of Altavista obtained a Railroad Protective Insurance Policy, to which they did.

Mr. Higginbotham stated, with this project involving a "third party" during the construction process, Mr. Fore suggested, and Mr. Higginbotham concurred, the town should consider allowing Mr. Eller to review the fore-mentioned insurance policy to ensure the town would be covered in case the third party accidentally destroyed any railroad property, such as train tracks in the vicinity of the project, which could ultimately derail a train.

Mr. Higginbotham stated he felt the Railroad Protective Insurance Policy should be reviewed before awarding the construction contract that would move the project forward.

There was a consensus of Council to place this item on their July 28<sup>th</sup> Work Session Agenda for further discussion and consideration.

### e. Consideration of Project Award – Dalton's Landing Canoe Launch Project

Background:

This project includes a canoe/kayak launch and paved parking along the Staunton River off Rt. 43 (Bedford Highway). The Town received a Department of Conservation and Recreation's (DCR) Recreational Trails Program (RTP) grant for a portion of this project. The Town obtained a "recreational easement" from Mr. Larry Dalton for construction of the canoe launch in 2017; as the Town has been working on this project since 2015. The Town has received donations in the amount of \$77,500 towards this project. The RTP grant application in 2018 projected the total project cost of \$373,100; with approximately \$81,000 of the total having been spent, accordingly we applied for 80% of the remaining total (\$299,000) and received \$236,700. This left a match, based on the estimated project construction cost of \$62,300. The Town has allocated and earmarked funds for this project over the years, with the total of local funds reaching \$420,800. At this time, the Town has funds in the amount of \$343,900 remaining in Reserves earmarked for this project

Two bids were received on July 2, 2020 for the project and the engineer has evaluated the bids. The apparent low bid for this project was submitted by Counts and Dobyns with a base bid of \$412,670 and a total lump sum bid with unit prices of \$435,420. The unit prices cover Removal and Replacement of Unsuitable Soils, Trench Rock, and/or Mass Rock. There are certain number of units provided for in each of these categories; any requirement above those quantities would result in additional costs. In addition there are engineering costs in the amount of \$5,000 left to be paid. Based on the grant funds for construction of \$236,703.20; the Town will need to allocate \$203,716.80 in order to award the contract to the apparent low bidder and cover the remaining engineering costs.

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This will leave \$140,183.20 in Town Reserves for additional items (previously approved by Council), including a gate and signs on site, and any other items that may be needed.

Mr. Coggsdale stated, at that time, Town Staff recommended that Town Council award the construction contract for the Dalton's Landing Canoe Launch to the lowest bidder, Counts and Dobyns, in the total amount (including unit prices) of \$435,420.

Mayor Mattox asked Council if they had any questions, comments, or concerns regarding this item, to which there were none.

Mr. Emerson, seconded by Mr. Mitchell, made a motion to accept Town Staff's recommendation and award the bid contract for the Dalton's Landing Canoe Launch Project to Counts & Dobyns in the amount of \$435,420.

Motion carried.

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Mrs. Beverley Dalton	Abstain
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Abstain
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

### f. APD Traffic Safety Enhancement

Consensus of Council to consider this item at a future meeting.

## 10. Unfinished Business

- a. Updates:
  - i. Shreve Park Bridge
  - ii. English Park (Eagle Trail) Overlook
  - iii. Transient Occupancy Tax (Hotel/Motel)
  - iv. VDOT SmartScale Application
  - v. USDA Innovative Center Grant

Consensus of Council to move this section of tonight's agenda to a future meeting.

## 11. Reports and Communications

### **Town Manager's Report for the July 14, 2020 Council Meeting**

Any updates since the last Council meeting are in *Italic* at the end of each item...

### **PROJECTS/ITEMS**

**COVID-19 Pandemic response:** Staff continues to participate in a variety of responses; including monthly Lynchburg Regional Business Alliance (LRBA) Taskforce ZOOM meetings; and periodic briefings on relative topics and concerns. Staff is analyzing the current and potential impact on town revenues. Town Staff has issued the BPOL (Business License) abatement based on Town Council's recent direction. AOT has issued "relief checks" to businesses that applied and were eligible. *Staff is working with Campbell County and seeking input in regard to potential allowed uses for the CARES Act funding.*

**Bedford Avenue Park Tennis Court Replacement and Sidewalk:** Contractor has completed the tennis court portion of this project. This project has been delayed due to the weather, sidewalk will be constructed in spring 2020. Contractor has indicated to the Director of Public Works the work on this project will begin early April. Contractor is on site and sidewalk is being laid out and poured. Completion date is projected May 29, 2020. *The sidewalk has been completed; the only remaining item is planting shrubs along Woodland Avenue (alley); this will be completed in the fall based on more favorable planting times.*

**Booker Building Evaluation/Visioning Process:** The LPDA Booker Building Use Feasibility Study report has been distributed to Town Council, and a Public Input Session was held at the October Town Council Work Session. This item was discussed at the November Town Council Work Session and Council requested that it be placed on the January Work Session agenda. Council provided direction as outlined in Agenda Item 10a of the February 11, 2020 agenda packet. The Public Works Department has met with Mr. Robert Lee at the Booker Building and Mr. Lee has submitted some recommendations. It is our goal to place this item on the March 24 Work Session meeting for discussion. The proposals for Reuse Alternatives for the Booker Building are due May 15th. *Council has provided direction to staff regarding floor improvements. When received, quotes will be presented to Council for consideration. In addition, staff is gathering additional information on shade structure options for the exterior area behind the building and off the stage.*

**Dalton's Landing Canoe Launch Project Update:** The U.S. Fish and Wildlife Service has received the FHWA's request for informal Section 7 consultation, the USFWS has up to 90 days to conclude formal consultation and an additional 45 days to prepare their biological opinion (135 day period started on September 12<sup>th</sup>). The biological opinion letter has been received and staff is working with our consultants to get it incorporated to the bid documents. DCR is working with the engineer (Gay & Neel) in regards to items needing to be incorporated into the bid documents. The Town is awaiting approval of the Construction phase of this project from DCR. DCR notified the Town that FHWA approval has been received. Town staff is executing the grant agreement (construction phase) and forwarding to DCR. Town staff has informed Gay & Neel (engineering firm) to proceed with bid documents. The project was scheduled for advertisement on Sunday, June 7th and the bids are due Thursday, July 2nd. *Bids were received on July 2nd and consideration of award is on tonight's agenda.*

**Personnel Recruitment:**

**Main Street Coordinator:** Staff is working with AOT representatives to move this process forward to the interview stage. *Position has been filled.*

**Assistant Town Manager:** Staff has posted the job on the VML website and requested that an advertisement run in the News & Advance the next two Sundays. In addition, staff will find other mechanisms for reaching target audiences for the position. First review of applicants began on June 3rd; 40+ applications were received and have been distributed to the committee. *Interviews for ATM position are ongoing.*

**Eagle Trail Overlook/Observation Deck:** Town staff has completed the demolition of the top portion of the structure. Staff will place this item on the November Work Session to develop the "next steps". Staff is seeking a proposal for evaluation of this item from our "on-call" engineers. Staff is working on the scope of work and plans that can be utilized for bidding of this project. Staff has been provided a budget estimate for this project by a contractor, the price is \$26,500 greater than what was previously included in the draft budget; the figure has been updated. Councilman Higginbotham is reaching out to local Boy Scout troops pertaining to participation with this project. *The Public Works Crew and Mr. Higginbotham have completed the exploratory work on the overlook concrete pad. Update to be provided by Mr. Higginbotham at the July 14, 2020 Council meeting.*

**Melinda Tank Pressure Zone Improvements** For the status of this project, see the current Woodard & Curran Update.

**Clarion Road Control Valve Improvements** For the status of this project, see the current Woodard & Curran Update.



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**Rt. 43 Gateway Project (Streetscape):** The contractor is completing work on 7<sup>th</sup> Street and Bedford Avenue with final paving in those areas being scheduled for December 9-11. Paving was complete although the engineer has not signed off on the final product. Work continues on this project. Substantial Completion Inspection scheduled for Friday May 8<sup>th</sup>. *For additional information, see the current Hurt & Proffitt Update.*

**Trail Project (mausoleum area):** Staff is working on getting quotes for signs. Vendor is working on the design/sample of the signs. *This item has been delayed due to unforeseen circumstances. Staff is working to address the situation.*

**WWTP Phase 1 Electrical Design:** Notice to Proceed Issued with a start date of January 15, 2020; Substantial Completion is 120 days and Readiness for Final Payment is 150 days. For the status of this project, see weekly Peed & Bortz Project Status Report. *For additional information on Phase I, see page 1, Phase II see page 6, and for Phase III see page 7 of Peed & Bortz's update.*

**WWTP Clarifier #1 Project:** For update, see the current Hurt & Proffitt Status Report.

**WWTP Emergency Overflow Pond (DEQ):** *Staff is currently working on an update to DEQ.*

**Staunton River RIFA:** Staff is working with legal counsel in regard to withdrawal from the Authority. Awaiting on response TO SRRIFA in regard to the negotiated withdrawal agreement. Greg Haley has provided staff with a settlement agreement that will be discussed with Council at their May 12, 2020 meeting. Information in regard to Council's approval of the settlement agreement has been provided to the SR RIFA's legal counsel. *Settlement agreement has been executed and check sent to SR RIFA. Town has officially withdrawn from the SR RIFA.*

**Brownfields Grant Program:** Council approved the agreement with Cardno for professional services. Staff conducted a conference call with Joe Morici (Cardno) and work is beginning on an applications for the EPA Brownfields Assessment Grant and the Virginia Brownfield Assistance Fund Planning Grant. Grant applications have been submitted to the Virginia and EPA programs. Town was notified that it has received the Virginia Brownfield Assistance Fund Planning Grant. Town was notified that it has received an EPA grant (\$300,000). Staff is working with Cardno, Inc. (consultant) on next steps. *Staff is completing the paperwork associated with the grants.*

**SolSmart Solar Community Designation:** Council approved staff to proceed with seeking SolSmart community designation. Staff has a consultation call with a SolSmart representative on Thursday, September 5<sup>th</sup>. Town Staff continues to work on completing all necessary steps and submitting information for the designation process. *The SolSmart application for "Bronze Designation" has been submitted.*

**Main Street Sidewalk Extension Project (VDOT TAP):** Council approved staff to proceed, in conjunction with the Central Virginia Planning District Commission, on the VDOT "Transportation Alternatives Program" grant application. Scott Smith, CVPDC, has submitted a VDOT TAP grant application to VDOT for this project.

**Lynch Creek Sewer** For the status of this project, see current Hurt & Proffitt Status Report.

**WTP Filter Rehab Project** For the status of this project, see weekly Peed & Bortz Project Status Report. See page 11 of Peed & Bortz's update.

**WWTP Aeration Project** For the status of this project, see weekly Peed & Bortz Project Status Report. See page 10 of Peed & Bortz's update.

**Riverview Sewerline Replacement Project** For the status of this project, see weekly Dewberry Project Status Report.

**McMinnis Waterline Replacement Project** For the status of this project, see weekly Hurt & Proffitt Status Report.

**Altavista Parks and Trails (APT) Master Planning/ Project Implementation:** The Splash Pad and Playground improvements opened in mid-September and the Splash Pad closed in early October and will reopen May 2020. Staff continues to work with the Recreation Committee on the implementation of the APT Master Plan.

**Streetlight (Decorative) LED Head Conversion Project:** Town Council approved the first year of a five year project in the FY2019 budget, which will replace all the existing heads on our decorative streetlights in town with LED lights. The plan will replace approximately 25 heads each year. The purchase of the new light heads for Phase 2 are included in the draft FY2020 Budget. The portion of the project in FY2019 is mostly complete. Phase II is underway and 8 new decorative heads have been installed. *Phase III is in FY2021 budget.*

**APD Firing Range Improvements (McMinnis Spring area):** Town staff is working on grading the site for the improved firing range area. Weather has previously delayed this project, Public Works is evaluating a schedule to complete this project. Staff has completed tree and stump removal for the area and grading has resumed. *Completion date has not been determined because we are only working on this project as a fill in as we have available time.*

**Chemical Storage Building (Public Works):** Notice to Proceed Issued with a start date of January 15, 2020; Substantial Completion is 120 days and Readiness for Final Payment is 150 days. The contractor has dug the footers, poured the foundation, and are forming up the retaining walls. The building has been ordered and should be delivered in late March. Engineer and Contractor are working with the building subcontractor to remedy issues with the patched cover, cover overhang at the wall and other minor issues. Anticipate scheduling replacement of the cover and fixing other issues. Backfill of the walls after building erection. Stabilization of disturbed area. Substantial completion punch list. Substantial completion 14<sup>th</sup> of May 2020, Final Completion June 13, 2020. *For the status of this project, see page #2 of the Weekly Peed & Bortz Project Status Report.*

**Farmer's Market Shade Improvements:** Staff is finalizing a design to retrofit the existing vendor stalls to provide shade and cover from the elements. Staff has created a pro-type for this and it will be placed at the Trade Lot. *Work has begun on a third and fourth stand.*

**Town of Hurt Solid Waste Collection Services:** *Town Council approved the agreement and weekly service will begin on Friday, July 3<sup>rd</sup>, 2020. Town staff is working with Hurt in regard to collection route.*

**Utility Financing:** Town staff has completed the bank loans for the utility financing. Staff continues to work on the Virginia Clean Water Revolving Loan (VCWLF) borrowing with completion of the project design being the next benchmark.

**Utility Discount Program:** Town Council approved the development of a Utility Discount Program based on the recent legislative action by the General Assembly. Staff will have the necessary applications and informational items ready to begin this program in the next month. *The program will be effective with the billing period that begins December 1, 2020; the first quarterly bill that will be impacted will be due in April 2021.*

**Shreve Park Playground Equipment Replacement:** The New Playground Equipment has been installed and completed. The Buildings and Grounds Crew will be closing the Shreve Park Playground area on Wednesday, January 8, 2020 for the removal and installation of the new playground equipment. We are anticipating that this project will be completed by January 24, 2020. The demolition will be starting on January 8<sup>th</sup>, receive new equipment on January 16<sup>th</sup>, installing new equipment on January 16<sup>th</sup>, project completion is estimated to be by January 24, 2020. Staff is working with a consultant in regard to bridge options and issues related to crossing the creek, this item will be placed on the May Work Session. *Council discussed this item at the May Work Session and staff is gathering additional information. Update on bridge to be provided at the July 14, 2020 Town Council meeting.*

**English Park Passive Area (Large Field Trail):** Town Staff has met with the engineers and are currently working on the conceptual design for the bridges/walkways to cross wetlands to connect the fields as well as connect to the paved trail. The Engineers are collecting and putting together information on the options that will be reviewed by staff and the Town Manager before presenting to Council. *Council discussed this item at their May Work Session. Town Staff is gathering additional information.*

**VDOT PROJECTS (Non-Town Funds)**

**VDOT Rt. 29 Bridge Replacement Project Update:** Project continues to proceed. Town has received the lighting agreement related to this project from VDOT.

**Main Street & Broad Street Pedestrian Accommodations (VDOT Project):** Work is continuing at a slow pace, as the contractor is waiting on some components. It is the Town's understanding that this project is substantially complete.

**Main Street (Rt. 29 Business) & Lynch Mill Road Right Turn Lanes (VDOT Project):** This is a VDOT project through the SmartScale Program. VDOT started to develop this project in mid-2016 (FY2017) and is currently in the process of completing the purchase of Right of Way. It is anticipated this project will go out to bid in August 2019 with construction beginning in November 2019. The original project cost estimate was \$2,370,161.

12. Matters from Council

There was a consensus of Council to move this item to a future meeting.

13. Closed Session

**CLOSED SESSION**

DATE: Tuesday July 14, 2020

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)(1) Discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body (Town Council Appointment)

Section 2.2-3711 (A)(3) regarding 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.

A motion was made by Mr. Higginbotham, seconded by Mr. Emerson.

Motion carried.

VOTE:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Vice-Mayor Beverley Dalton	Yes
	Mayor Michael Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

Mrs. Dalton left the Council meeting at 7:40 PM and did not attend closed session.

Town Council convened in closed session at 7:42 PM.

Notice was given that Town Council was back in regular session 8:25 PM.

**FOLLOWING CLOSED SESSION:**

A motion was made by Mr. Higginbotham, seconded by Mr. Emerson, to adopt the certification of a closed meeting.

## Council Regular Meeting July 14, 2020

### 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 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.

VOTE:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Mr. Reggie Bennett	Yes

Following closed session:

Mr. Emerson, seconded by Mr. George, motioned to authorize the Town Manager and the Town Attorney to execute, on behalf of the Town of Altavista, all documents required to complete the purchase of property located at 524 and 528 Main Street (Tax Parcels 83A-11-15-20 and 83A-11-15-21) from Dr. David West, in the amount of \$265,000, in accordance with the Contract of Sale.

Motion carried.

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

At that time, Council considered whether to place all remaining agenda items on their July 28<sup>th</sup> Work Session, or to hold a "continued meeting" the following Tuesday in order to consider/address the remaining items and complete the agenda.

Mr. Coggsdale informed Council the July 28<sup>th</sup> Work Session Agenda was already full of other items that needed Council's consideration.

Mayor Mattox suggested continuing that night's meeting on the following Tuesday.

Mr. Emerson, seconded by Mr. Mitchell, motioned to continue the July 14, 2020 Council Meeting on Tuesday, July 21<sup>st</sup> at 6:00 PM in order to consider the remaining agenda items specified on the July 14<sup>th</sup> agenda. The Riverview Sewer Line Project will also be addressed at the July 21<sup>st</sup> meeting, not at Council's July 28<sup>th</sup> Work Session as previously stated.

Motion carried.

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

Council Regular Meeting July 14, 2020

14. Adjournment

Mayor Mattox asked if there was anything else to bring before Council or any additional comments or concerns from Council, to which there were none.

The meeting was adjourned at 8:47 PM.

\_\_\_\_\_  
Michael Mattox, Mayor

\_\_\_\_\_  
J. Waverly Coggsdale III, Clerk