



ROCKY MOUNT TOWN COUNCIL REGULAR MEETING MINUTES

**November 8, 2021
7:00 p.m.**

The following members

of Council were present: Mayor Steven C. Angle
Vice Mayor Jon W. Snead
Council Member Robert L. Moyer
Council Member Billie W. Stockton
Council Member A. Ralph Casey
Council Member Mark H. Newbill
Council Member J. Tyler Lee

The following staff
members were also
present:

John T. Boitnott, Town Attorney
Robert Wood, Town Manager
Cherie Compton, Acting Town Clerk
Mark Moore, Assistant Town Manager
Jessica Heckman, Planning & Zoning Administrator
Daniel Pinard, Cultural Economic Development Director
Mark Lovern, Interim Chief of Police
Brian Schofield, Public Works Superintendent
Kevin Adkins, Water Treatment Plant Superintendent
Tim Burton, Wastewater Treatment Plant Superintendent
Linda P. Woody, Finance Director
Rebecca H. Dillon, Executive Administrative Assistant

Regular Council Meeting of the Rocky Mount Town Council (hereafter referred to as "Council") was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia, with Mayor Steven C. Angle presiding.

1. Roll Call

The Acting Town Clerk called each member of the Rocky Mount Town Council by name to account that each one was present.

2. Pledge of Allegiance

Before the Pledge of Allegiance Mayor Angle asked everyone to join in a moment of silence for the late Dorothy Cundiff. Mayor Angle led in saying the Pledge of Allegiance.

3. Approval of Agenda

Prior to the meeting, Council received the agenda for review and consideration of approval.

Motion: To approve the agenda as presented

Motion By: Vice Mayor Snead

Seconded: Council Member Stockton

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

4. Special Items

Mayor Angle recognized Retired Rocky Mount Police Department Officer Mr. Craig Sloan for his years of service, hard work and dedication to the Town and congratulated him on retirement.

5. Public Hearing

Commercial Vehicles

Zoning Administrator Jessica Heckman presented the proposed amendments to Article 7-1-3 and definitions of commercial vehicle and utility trailers. Planning Commission held a public hearing to consider the amendments for Commercial Vehicles. The proposed amendments recommended by Planning Commission with a 6-0 vote.

Council Member Moyer asked about citizens who have businesses such as a lawn service how would they apply to this ordinance. Attorney John Boitnott stated no commercial truck or any utility trailer used for commercial purposes, as defined in Section 4-3, shall be parked or stored outside of a completely enclosed building in a R1 or R2 residential district, except while being used to perform a service on the premises. Council Member Moyer stated it may be too restrictive. After discussion Mayor Angle suggested approving the amendment as presented and refer it back to Planning for further review.

Hearing no further comments Mayor Steven C. Angle asked for a motion.

Motion: To approve the amendments to the Ordinance as presented with the understanding Council will revisit after it goes back to Planning Commission for further review.

Motion By: Council Member Lee

Seconded: Vice Mayor Snead

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

Home Occupation

Mrs. Heckman presented proposed amendments to the definition of home occupation. The amendment removed language prohibiting any sales in connection with a home occupation and added the following language: (f) No storage or display of goods shall be visible from outside the dwelling unit. In addition, no direct sales of products off display shelves or racks shall be permitted. However, orders made by telephone or at a sales party may be filled on the premises. Planning Commission held a public hearing on the proposed amendments and recommended Council approve with a 6-0 vote.

Motion: To approve the amendments to the Ordinance for Home Occupation as presented

Motion By: Vice Mayor Snead

Seconded: Council Member Stockton

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

Solid Waste Collection Fees

Town Manager Robert Wood discussed solid waste collection fees and noted that the rates have not been adjusted in many years, putting the Town in a situation where the services do not pay for themselves. The Public Utilities Committee met on October 18th and recommended to the Town Council that rates be adjusted. The rate increases are necessary in order for solid waste collection to be self-sufficient. He further noted, the

needed rate increase could not feasibly be made in one step, so the Committee recommended that adjustments be made as follows: Current Proposed Residential \$6.30 to \$10.00, Commercial \$12.60 to \$20.00, Adopt-a-Truck \$10.00 to \$30.00.

Council Member Casey stated that the committee all agreed that the current charges are not covering the cost now and the proposed charges would not either but it's something they could revisit annually.

Council Member Moyer stated that he believed \$10.00 to \$30.00 was a large increase. Mr. Wood stated the current \$10.00 charge is not covering the gas for taking it to the customer and coming back and picking it up then what is charged at the landfill.

During public comment, Virgil Goode, Jr., 90 East Church St, Rocky Mount, stated that he does not see where the one arm bandit is needed for Rocky Mount. He said that he had observed another one arm bandit in a surrounding area that left a mess; there was no one on the back of the truck to pick up what the one arm bandit left behind and the cost of the new procedure not be burdened on the home owner. He also requested more notification on price increase such as putting it on the monthly billing.

Council Members and staff discussed further advertising in other means to address the Solid Waste Collection Fees. An open discussion ensued.

Motion: To table the motion until further information can go out to the public in regards to the Solid Waste Collection Fees

Motion By: Council Member Casey

Seconded: Council Member Lee

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

6. Approval of Draft Minutes

- October 12, 2021- Regular Meeting Minutes

Motion: To approve draft minutes as presented

Motion By: Vice Chairman Snead

Seconded: Council Member Lee

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton,

**Council Member Lee, Council Member Newbill and Council Member Casey
Approved (6 to 0)**

7. Approval of Consent Agenda

This month's consent agenda consists of the following items:

- 7.1 Miscellaneous Action -Community Development Block Grant Memorandum of Understanding (MOU) with Franklin County
- 7.2 Miscellaneous Resolutions/Proclamations (none at this time)
- 7.3 Departmental Monthly Reports
 - Community Development Department
 - Finance Department
 - Fire Department
 - Police Department
 - Public Works Department
 - Wastewater Department
 - Water Department

Motion: To approve consent agenda

Motion By: Council Member Stockton

Seconded: Council Member Lee

Motion Discussion: None

**Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton,
Council Member Lee, Council Member Newbill and Council Member Casey**

Approved by unanimous vote

8. Hearing of Citizens

None at this time

9. Old Business

- 9.1 VDOT Intersection Realignment (U.S. Business 220/SR 40)

Town Manager Robert Wood stated that in 2018, the Town of Rocky Mount submitted an application for funding through VDOT's Smart Scale program for Intersection Realignment/Improvements: US 220 Business/SR 40. The project went through the review process and was selected for funding. In June of 2018, an attorney for the owner of the property at the northeast corner of the intersection contacted VDOT to inform them of the potential impacts that the proposed realignment or improvements would have on their property. The attorney advised VDOT that the financial impact would be millions due to the fact that the property owner and Plygem had invested millions of dollars in the property to make it suitable for the work that Plygem does on the property. The right-of-way acquisition costs for the project had been estimated at \$281,000. After learning the potential cost over-runs in the right of way phase, VDOT engineers worked to develop an alternate design that would not impact the Plygem property. He noted Town staff has met with VDOT on two different occasions to discuss possible alignment changes to improve the intersection. VDOT recently presented possible designs or configurations to staff for the intersection but noted that none of the proposed alignments would improve the intersection and that the Town should consider withdrawing the project.

Todd Daniel, VDOT Residency Administrator was present and summarized the process that the proposed project had gone through and answered question in regards to withdrawing. An open discussed ensued.

Motion: Request VDOT to withdrawal approval of project

Motion By: Vice Chairman Snead

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

9.2 Award Water Treatment Plant Backwash Valve Replacement

Assistant Town Manager Mark Moore noted that after only receiving one bid that was considerably over budget on the water plant's backwash valve replacement from an advertised RFP in August, staff recommended that council reject that bid at the September council meeting and asked for staff to re-advertise the RFP which council agreed. The second advertising of the RFP in mid-September prompted three bids. The most responsive and responsible bid was \$64,285 from WGK Construction, LLC out of Chantilly, VA. This price falls \$4,285 over budget and will be taken out of the utility fund.

Motion: To award the bid to WGK Construction LLC out of Chantilly, VA

Motion By: Council Member Lee

Seconded: Council Member Casey

Motion Discussion: None

**Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton,
Council Member Lee, Council Member Newbill and Council Member Casey**

Approved (6 to 0)

10. New Business

10.1 Comprehensive Economic Development Strategy (CEDS)

Economic Development Director Daniel Pinard noted that each year, the United States Department of Commerce, Economic Development Administration requires the Town to keep on file and annually update a list of the Town's comprehensive economic development strategies (CEDS) and the list must be filed through the Town's local planning district.

Motion: To approve the CEDS document

Motion By: Council Member Lee

Seconded: Council Member Casey

Motion Discussion: None

**Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton,
Council Member Lee, Council Member Newbill and Council Member Casey**

Approved (6 to 0)

10.2 Appointment of Up to Two Town Council Representatives to West Piedmont Planning District Commission (WPPDC)

The West Piedmont Planning District Commission is governed by a Board of Commissioners made up of Commissioners appointed by their respective member jurisdictions. The Town of Rocky Mount can appoint three Commissioners: one citizen member (Lucas Tuning who was recently appointed) and two elected officials (both of these positions are vacant).

Council Member Casey and Council Member Lee volunteered to represent the Town of Rocky Mount on the West Piedmont Planning District Commission.

10.3 Engineering Services Request for Qualifications (RFQ)

In August 2021, staff advertised an RFQ for General Architecture and Engineering (A&E) Services. The contract period was for a total of five (5) years renewable annually at the Town's discretion. At the bid opening on September 20, the Town received five (5) submittals from well-established A&E firms in the region. All five (5) of the firms have completed work for the Town in the past. The firms were: Whitman, Requardt and Associates (WRA), Thompson and Litton, AMT Engineering, Hurt and Proffitt, and Mattern and Craig. Since each of these firms have their own areas of specialty or expertise. Assistant Town Manager Mark Moore stated it is in the Town's best interest to enter into letters of agreement with each to allow the Town flexibility to utilize a firm based on their area of expertise.

Motion: To approve the engineering services from the companies appearing on the bid sheet

Motion By: Vice Mayor Snead

Seconded: Council Member Stockton

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

10.4 Generators for Municipal Building and Water Pump Stations

Given the essential and critical nature of Town services, staff has been looking at various strategies to address potential emergencies that may disrupt those services. One of the biggest threats is the loss of electric service. An on-site generator and related equipment were installed at the water treatment plant recently that will allow for water to be treated and then pumped out to the system even if regular electric service is not available.

The municipal building is the location where management of all emergencies, disasters, etc. takes place, so it is a critical piece of the Town's emergency management to ensure that water, wastewater, public safety, and other Town services are available at all times. During times of natural or manmade disasters occur it is the place where everyone that has emergency management responsibilities will gather to address those emergencies. It is also the place where much of the critical information technology infrastructure (servers, internet connections, etc.) is located—infrastructure that is essential for the Town to continue functioning.

Motion: To approve generators for Municipal Building and Water Pump Stations

Motion By: Council Member Lee

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

10.5 Award Updating and Adding Wayfinding and Park Signs

Mr. Moore provided updates on Wayfinding Signs and Town Park signs. Wayfinding sign solicitation resulted in a low quote of \$27,942 from Color-Ad that produced the Town's initial signs several years ago. Park sign solicitation resulted in a low quote of \$18,648.96 from Blue Ridge Sign and Stamp in Roanoke.

Council Member Lee asked about possibly getting LED signs in some areas such as the North Main Street Fire Department and Police Station.

Motion: To approve the bids updating and adding wayfinding and parks signs with the bids presented

Motion By: Council Stockton

Seconded: Vice Mayor Snead

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

11. Committee Reports

None at this time

12. Other Matters, Concerns and Rise 'N Shine Appearances

Mark Moore was on Rise N' Shine this morning.

13. Closed Meeting and Action

Mayor Angle read aloud sections.

Enter Closed Meeting

Motion: To go into closed session under the Virginia Code Section cited below.

Time: 8:15 p.m.

Virginia Code Section:

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 Manager's Office)

Section 2.2-3711(A).3 Discussions 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.

Motion By: Vice Mayor Snead

Second: Council Member Lee

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton, Council Member Lee, Council Member Newbill and Council Member Casey

Approved (6 to 0)

Action: To go into a closed meeting

Certificate of Closed Meeting Discussion:

Council certified unanimously that nothing was discussed in the closed meeting other than what was stated in the motion to enter the closed meeting. No action was taken during the closed meeting.

Whereas, the Rocky Mount Town Council has convened a closed meeting on Monday, November 8, 2021, 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 (1950), as amended, requires certification by this Council that such closed meeting was conducted in conformity with Virginia law.

Now, therefore, Be It Resolved that the Rocky Mount Town Council hereby certifies that, to the best of each members' knowledge: (1) only public business matters lawfully exempted from open meeting requirements under this chapter; and (2) only such public business matters as were identified in the motion by which the closed meeting was

convened were heard, discussed, or considered in the meeting by the public body.

Steven C. Angle, Mayor

14. Adjournment

Motion: To adjourn

Time: 9:00 p.m.

Motion By: Vice Mayor Snead

Seconded By: Council Member Stockton

Motion Discussion: None

Ayes: (6): Council Member Moyer, Vice Mayor Snead, Council Member Stockton,
Council Member Lee, Council Member Newbill and Council Member Casey

Approved by a unanimous vote

Action: Meeting was adjourned

Steven C. Angle, Mayor

ATTEST:

Cherie Compton, Acting Town Clerk