

**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES**

**November 9, 2020
7:00 p.m.**

The Regular 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.

The following member of Council were present:

- Mayor Steven C. Angle
- Vice Mayor Jon W. Snead
- Council Member Bobby M. Cundiff
- Council Member J. Tyler Lee
- Council Member Robert L. Moyer
- Council Member Mark H. Newbill
- Council Member Billie W. Stockton

The following staff members were also present:

- Michael "Kevin" Adkins, Acting Water Superintendent
- John T. Boitnott, Town Attorney
- Ken Criner, Chief of Police
- Rebecca H. Dillon, Town Clerk/Executive Administrative Assistant
- C. James Ervin, Town Manager
- Mark W. Moore, Assistant Town Manager
- Brian Schofield, Public Works Superintendent
- Elizabeth "Beth" Simms, Economic Development & Cultural Placemaking
- Linda P. Woody, Finance Director

1. Roll Call

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

2. Pledge of Allegiance

Mayor Angle led in saying the Pledge of Allegiance.

3. **Approval of Agenda**

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

Motion: To approve the agenda as presented

Motion By: Council Member Lee

Second: Vice Mayor Snead

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

Approved (6 to 0)

4. **Special Items (None at this time)**

5. **Public Hearing (none at this time)**

6. **Approval of Draft Minutes**

Received by Council in their packet for this scheduled meeting were draft minutes for review and consideration of approval:

6.1 October 12, 2020 – Regular Meeting Minutes

Motion: To approve the minutes as presented

Motion By: Council Member Newbill

Second: Council Member Stockton

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

Approved (6 to 0)

7. **Approval of Consent Agenda**

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

7.1 Miscellaneous Action (none at this time)

7.2 Miscellaneous Resolutions/Proclamations (none at this time)

7.3 Departmental Monthly Reports

7.3.1 Community Development Department

7.3.2 Finance Department

7.3.3 Fire Department

7.3.4 Police Department

7.3.5 Public Works Department

7.3.6 Wastewater Department

7.3.7 Water Department

Motion: To approve the consent agenda as presented

Motion By: Vice Mayor Snead

Second: Council Member Lee

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

Approved (6 to 0)

8. Hearing of Citizens

Mayor Angle opened the floor to any citizens wishing to speak.

No one came forward.

9. Old Business

9.1 Farmer's Market Expansion Design Build Bids

The Town released a request for proposals for a "design build" to expand the Farmer's Market. The Town received two bids. The high bid was for \$529,219 and the low bid was for \$287,856. Considering that Franklin County and the Town of Rocky Mount have been in a Pandemic; when the Harvester Performance Center attempts to resume shows after April of 2021, some structural changes would be in order to make the market a more suitable multi-use facility.

Discussion began and some of the questions that were asked were if an increase in the price of materials was taken into consideration; if the Town had met with any of the Farmers that sell at the market and if any local contractors had bid on the project. Town Manager Ervin shared with members of Council that an increase in pricing for materials had been factored into the project; that the Town had not met with any of the Farmers at the time of this meeting and that although local contractors had been expected, no local contractors had entered a bid. Town Manager Ervin further shared that Price Builders had been anticipated to bid and

did contact the Town but had already accepted another job a few weeks before; therefore, Price Builders chose not to bid on the market project for the Town.

Council Member Newbill expressed concern of the Town moving too quickly to accomplish the project and perhaps the Town not reaching out to be sure the plans set forth were the best plans. Council Member Newbill being a building contractor, sought to understand what building the new addition to the market would entail and how it would be the best functionally when completed. Council Member Newbill also had concern for the clock on the sidewalk just up from the market and expressed that the Town should continue to keep the clock in some way.

The decision was made to refer the item to the Public Facilities & Special Events Committee who would meet to discuss on Friday, November 13th, at 4:00 p.m. at the Farmers' Market.

Referred to Committee

9.2 Water Treatment Plant Generator

The Town of Rocky Mount obtained a FEMA grant for a generator to be of use at the water treatment plant in the amount of \$162,750. The Town engineers bid the project after designing a solution that would support the normal electric loads of the plant. The low bid was Jamison Electric at \$179,900. Staff asked Council to authorize the Town Manager to issue the notice of award and to enter into an agreement with the low bidder to provide the generator. The Town partnered with Thompson & Litton. A draft agreement and notice of award was given to Council in their packet prior to the meeting.

Motion: To approve, authorizing Town Manager Ervin to issue the notice of award and to enter into an agreement with the low bidder for the generator.

Motion By: Council Member Moyer

Second: Council Member Cundiff

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

Approved (6 to 0)

9.3 Update by Town Manager on County Support for the Town of Rocky Mount Fire Department

The Town has previously asked Franklin County to re-evaluate the funding for the Town of Rocky Mount Fire Department many times over the past several years. The Rocky Mount Fire Department has received as well as responded to the most calls for service in Franklin County still, the Rocky Mount Fire Department was not funded equally with the other departments in Franklin County. As 100% of the calls that the Rocky Mount Fire Department has responded to have been in

Franklin County, the Town asked for the financial equivalent of what other fire departments receive such as funds for fuel, insurance, operating equipment, repairs, utilities, and stipends for the valuable work performed by the volunteer firefighters. The cost of an audited single call by the department has been as much as \$644.00 that Franklin County would have only paid \$82.00 of that amount as the difference has been made up by the Town taxpayers, even though the Town taxpayers have already been paying taxes in Franklin County. Franklin County had been asked by the Town to stop dispatching the Rocky Mount Fire Department outside of the Town jurisdiction if Franklin County did not wish to pay for the services being provided.

Mayor Angle, Council Member Stockton and Town Manager Ervin met with Franklin County Administrator, Chris Whitlow and the Franklin County Board of Supervisors Chairman, Leland Mitchell on September 25, 2020 and asked again for a resolution to the on-going issue and for a remedy to be in place for the issue by December 1, 2020.

On the Diaz was a letter from Franklin County addressing the Fire Department calls. The letter stated that starting in the year 2021, Franklin County Public Safety will begin budgeting funds to assist the Rocky Mount Volunteer Fire Department with some of the expenses the department had been incurring.

It was the consensus of Council to allow Franklin County two weeks to work out an agreement with the Town regarding the calls that the Fire Department was making.

Mayor Angle stated two weeks was appropriate for Franklin County to work out an agreement however, if an agreement had not been made by the end of the two weeks, the Town would take additional steps at that time.

Tabled for further review

10. New Business

10.1 Comprehensive Economic Development Strategy (CEDS)

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. The list of projects was brought before Council to consider for approval.

Motion: To approve the Comprehensive Economic Development Strategy list submitted and to authorize Town Manager Ervin to submit the letter and list to the West Piedmont Planning District.

Motion By: Vice Mayor Snead

Second: Council Member Lee

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

Approved (6 to 0)

10.2 Review and Consideration of Winter Warmer Outdoor Dining in Rocky Mount

In May, the Town allowed area restaurants to extend their outdoor dining due to the state of Virginia's executive order regarding COVID-19. Proposed to Council was a reimbursable grant of up to \$5,000 for the purchase of items to further enhance the outdoor seating experience. Some of the expenses that would qualify to be covered would be shelters, tents, awnings, furniture, signage, fencing, construction costs, heating lamps, and outdoor cooling systems, etc. In order to qualify for grant funds, each business must provide a sketch of the area and receipts for the qualifying expenses already purchased. The outside setup the participating restaurants could have would be temporarily approved to be used during COVID for the CARES Act grant funds.

Proposed by Economic Development Director Simms was that the restaurant owner would contribute \$5,000 for purchases and the Town would reimburse the restaurant for 1/2 the amount spent (\$2,500), that came to the Town by way of the CARES Act grant.

Motion: To approve

Motion By: Council Member Moyer

Second: Vice Mayor Snead

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

Approved (6 to 0)

10.3 Review and Consideration for DelPAC Appropriation Resolution

A recent report by the Health Department pointed out the need for a backup generator to the pumps at the Water Treatment Plant.

Motion: To approve

Motion By: Council Member Cundiff

Second: Council Member Stockton

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

Approved (6 to 0)

11. Committee Reports

11.1 Town Manager Search Committee Meeting on October 14, 2020 and October 21, 2020

Town Manager Ervin released a request for proposals for search firms that specialize in municipal leadership positions. Additionally, Mayor Angle had appointed a committee to review the responses received and recommend a firm to Council.

The committee, the Rocky Mount Town Council Town Manager Search Committee, met with Mr. Kimball Payne of the Berkley Group on October 14th and again on October 21, 2020. Based on the Berkley Group's excellent references, history of helping localities much the same size as Rocky Mount and the Berkley Group's understanding of Rocky Mount's needs, the Committee recommended to Council that the Berkley Group be hired to begin the process of looking for the next Town Manager for the Town of Rocky Mount.

The consensus of Council was to meet on Wednesday, November 18th at 4:00 p.m. at the Harvester Performance Center to begin discussion with the Berkley Group for the Town Manager search.

Motion: To retain the Berkley Group to perform the search for a Town Manager

Motion By: Council Member Moyer

Second: Council Member Lee

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

Approved (6 to 0)

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

Assistant Town Manager Moore and Town Manager Ervin were both on Rise N' Shine today.

Vice Mayor Snead asked for an update regarding Festive Rocky Mount. Economic Development Director Simms shared with Council that the downtown businesses have been asked to stay open from 3 - 8 p.m. on the December 4, 11th, and the 18th. Economic Development Director Simms shared there would be lights strung up, music playing downtown, and that Santa might make an appearance.

13. **Closed Meeting and Action**

Enter Closed Meeting

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

Time: 7:58 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)(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)

Motion By: Council Member Lee

Second: Council Member Newbill

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

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 9, 2020 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

ADJOURNMENT

Motion: To adjourn meeting

Time: 8:30 p.m.

Motion By: Council Member Stockton

Second: Vice Mayor Snead

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

Action: Adjourned by a unanimous vote

Steven C. Angle, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk

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