



**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES**

**January 9, 2023
6:00 p.m.**

The following members
of Council were present:

Mayor C. Holland Perdue III
Vice Mayor Billie W. Stockton
Council Member A. Ralph Casey
Council Member David K. Clements
Council Member J. Tyler Lee
Council Member Benjamin K. Mullins
Council Member Mark H. Newbill

The following staff
members were also
present:

John T. Boitnott, Town Attorney
Robert J. Wood, Town Manager
Brad Basham, Assistant Fire Chief/RMFD
Vincent Copenhaver, Finance Director, CPA
Rebecca H. Dillon, Town Clerk/Executive Admin. Assistant
Jason Divers, 1st Sergeant of Patrol/RMPD
Kevin Adkins, Water Treatment Plant Superintendent
Dennis "Moe" Potter, Interim Wastewater Treatment Plant Superintendent
Amy Gordon, Assistant Finance Director/Human Resources Director
Jessica Heckman, Planning & Zoning Administrator
Mark Lovern, 1st Sergeant /RMPD
Mark Moore, Assistant Town Manager
Shawn Richardson, Lieutenant of Investigations/RMPD
Brian Schofield, Public Works Superintendent
Phillip Young, Chief of Police/RMPD

The 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 C. Holland Perdue III presiding.

1. Roll Call

The Town Clerk called each member of the Rocky Mount Town Council by name to account for all members present.

2. Pledge of Allegiance

Mayor Perdue led in saying the pledge of allegiance.

3. Approval of Agenda

Prior to the meeting, Council received the agenda for review and consideration. An amended agenda was later sent out at the request of Mayor Perdue, with the added item in red under New Business, also for Council's review and consideration of approval.

Motion: To approve the amended agenda

Motion By: Council Member Casey

Seconded: Vice Mayor Stockton

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill.

Approved (6 to 0)

4. Special Items

4.1 Adoption of Ordinance to Amend Town Code to Set the Start Time for Regular Town Council Meetings to 6:00 p.m.

Council was asked to approve the adoption of the ordinance that had been placed for each of them on the dais. The adoption of the ordinance would amend the Town Charter of the Town of Rocky Mount to reflect the change in time for the Regular Town Council Meetings to be held from 7:00 p.m. to 6:00 p.m.

Motion: To approve the adoption of the ordinance to change the time of the Regular Town Council Meetings from 7:00 p.m. to 6:00 p.m. and to amend the Charter of the Town of Rocky Mount to reflect the adoption of the ordinance.

Motion By: Council Member Clements

Seconded: Council Member Casey

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill.

Approved (6 to 0)

4.2 Resolution of Appreciation for Arrington Flowers & Gifts – 57 years

Though no one was present from the Arrington family, at this time to receive the resolution, Mayor Perdue read the resolution aloud to share.

4.3 Resolution of Appreciation for Carter's Fine Jeweler's – 36 years

Mayor Perdue read aloud the resolution and will deliver the resolution to Mr. Mike Carter himself as Mr. Carter was unable to be present at the meeting.

5. Public Hearing

5.1 335FranklinSt LLC, Represented by Phillip Bane, has Applied for a Special Exception Permit in Order to Operate a Boutique Hotel on the 2nd Floor of Property Located in the Central Business District.

Council Goes Into Recess

No presentation was given as Council reviewed the Staff Report and accompanying documents with details of the request.

Mr. Phillip Bane did not have any comments but ask if Council had any questions regarding the hotel or the permit he was applying for.

Mr. Bane is the owner of the old Morris Furniture Building and is now also the owner of the spaces previously occupied by CURVES next door. The businesses will be managed by the same management company but will be separate. The businesses will only be "together" for fire measures as well as ingress and egress. There will be four rooms in the hotel.

No one signed up to speak.

Council Goes Back into Regular Session

Motion: To approve the Special Exception Permit to operate a Boutique Hotel on the 2nd floor of the property run under the business name 335FranklinSt LLC.

Motion By: Vice Mayor Stockton

Seconded: Council Member Lee

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements,
Council Member Lee, Council Member Mullins, and Council Member
Newbill
Approved (6 to 0)

6. Approval of Draft Minutes

- December 12, 2022 – Regular Meeting Draft Minutes

Motion: To approve the draft minutes as presented.

Motion By: Council Member Casey

Seconded: Council Member Mullins

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements,
Council Member Lee, Council Member Mullins, and Council Member
Newbill

Approved (6 to 0)

- December 15, 2022 – Special Called Meeting Draft Minutes

Motion: To approve the draft minutes as presented.

Motion By: Vice Mayor Stockton

Seconded: Council Member Lee

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements,
Council Member Lee, Council Member Mullins, and Council Member
Newbill

Approved (6 to 0)

7. Approval of Consent Agenda

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

7.1 Miscellaneous Action

7.2 Miscellaneous Resolutions/Proclamations

7.3 Departmental Monthly Reports

Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

Motion: To approve the consent agenda as presented

Motion By: Vice Mayor Stockton

Seconded: Council Member Mullins

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

8. **Hearing of Citizens**

Ms. Phyllis Dunnings, 965 Diamond Avenue, Rocky Mount, VA spoke regarding the bridge on Diamond Avenue Extension that was in need of repair from the heavy trucks, busses, and other large heavy vehicles that cross over the bridge causing destruction to the bridge as well as the gravel road that was put in connecting Diamond Avenue Extension to Leonor Street because there was no proper second ingress or egress to Diamond Avenue Extension.

9. **Old Business**

9.1 Designated Outdoor Refreshment Area (DORA)

Mayor Perdue asked if there was any discussion from Council. There was none.

Motion: To approve proceeding with the DORA ABC License application as presented.

Motion By: Council Member Mullins

Seconded: Council Member Lee

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

10. New Business

10.1 Comprehensive Economic Development Strategies (CEDS)

The Comprehensive Economic Development Strategies are required to be submitted yearly to the Federal Economic Development Authority. The list sent to the Town includes estimates of costs for the projects.

Motion: To approve the 2023/2024 Comprehensive Economic Development Strategies (CEDS) list.

Motion By: Council Member Lee

Seconded: Council Member Newbill

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

10.2 Amend Ordinance Regarding Eligibility to Serve on the Board of Directors for the Economic Development Authority.

A draft of the ordinance was given to Council on the dais to review. By the ordinance, the EDA is allowed to have seven directors appointed by Town Council, five of those directors are to live in the Town while two of the seven directors can live in the Town or in Franklin County.

Motion: To approve the Amended Ordinance Regarding Eligibility to Serve on the Board of Directors for the EDA as presented.

Motion By: Council Member Lee

Seconded: Council Member Newbill

Motion Discussion: Council shared the ordinance would allow for more people to serve on the EDA because of including Franklin County applicants.

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

10.3 Approval of Budget Calendar for Consideration and Adoption of Fiscal Year 2023-2024 Budget

Motion: To approve the 2023-2024 Budget Calendar as Presented.

Motion By: Vice Mayor Stockton

Seconded: Council Member Mullins

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

10.4 Zoning & Subdivision Ordinance Update Project

Council was given prior to the meeting a work order proposal and a Scope of Work including a calendar. The project will take approximately two years and will be budgeted over three years.

Motion: To authorize the Town Manager to accept the work order proposal as presented.

Motion By: Council Member Casey

Seconded: Vice Mayor Stockton

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

10.5 Discussion Regarding Review of Town Charter Including, but not Limited to, Term Limits

Mayor Perdue shared that a Charter Review Committee (newly formed) had been created to review the current Charter and consider possible changes to be made to the Charter.

Motion: To approve the item be referred to the Charter Review Committee

Motion By: Council Member Lee

Seconded: Council Member Mullins

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

10.6 Purchase of in-car and body Worn Cameras for Police Department

Police Chief Young made a short but informative presentation to Council regarding the equipment being requested. WatchGuard was said to be a reputable company and with the cost that was quoted, the police department intends to complete the entire fleet at the department with the in-car and body worn cameras.

Though this item was added to the amended agenda, there was information regarding pricing for equipment given to Council on the dais prior to the meeting.

The police department needed an upgrade as some of the equipment the department currently uses does not cover all the Police Department needs. An arrangement was made with WatchGuard prior to the meeting to be able to order the equipment without payments being due on the equipment until July 1, 2023 that will be in the next fiscal year budget.

The police department is currently trying to move toward being accredited and having new equipment will help champion that accreditation.

Motion: To approve the purchase of in-car and body worn cameras for the Rocky Mount Police Department.

Motion By: Council Member Newbill

Seconded: Vice Mayor Stockton

Motion Discussion: None

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

11. Committee Reports

11.1 Community & Economic Development Committee Meeting December 7, 2022

This item was discussed under Old Business.

12. Closed Session and Action

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

Time: 6:29 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.

Section 2.2-3711(A).7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Motion By: Vice Mayor Stockton

Second: Council Member Lee

Motion Discussion: None

Action: To go into a closed meeting

Ayes: (6): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Approved (6 – 0)

Going Into Closed Session

Returning from Closed Session

Town Clerk Dillon Stated the Recording had Resumed

Time: 6:40 p.m.

Upon returning from Closed Session, Mayor Perdue read the resolution that had been prepared for the Arrington family as the family arrived late.

Mayor Perdue Called for a Roll Call Vote for each Council Member to Certify Discussion During the Closed Meeting.

A ROLL CALL VOTE WAS REQUIRED:

MEMBERS	ATTENDANCE	VOTE
Vice Mayor Stockton	Present	Certify
A. Ralph Casey	Present	Certify
David K. Clements	Present	Certify
J. Tyler Lee	Present	Certify
Benjamin K. Mullins	Present	Certify
Mark H. Newbill	Present	Certify
Mayor, C. Holland Perdue III	Present	Certify

Certified: (7): Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, Council Member Newbill, and Mayor C. Holland Perdue III

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, January 9, 2023, 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.

C. Holland Perdue III, Mayor

15. Adjournment

Motion: To adjourn

Time: 6:58 p.m.

Motion By: Council Member Lee

Seconded By: Vice Mayor Stockton

Motion Discussion: None

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

Approved (6 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk