



TOWN COUNCIL
REGULAR MEETING
AGENDA

September 11, 2023
6:00 PM

Council Chambers, Rocky Mount Municipal Building
345 Donald Avenue, Rocky Mount, Virginia

When speaking before Town Council, please come to the podium and give your name for the record. Please address the Council and not the audience. You will be limited to three (3) minutes and the other rules listed on the sign-up sheet. If you provide Council with any documentation, please also give a copy to the Town Clerk prior to speaking.

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All cellular phones must be turned off during the Council Meeting.

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The Town of Rocky Mount is pleased to offer assistive listening devices for meeting attendees with special hearing needs. Please ask any staff member or the Town Clerk for assistance.

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Draft Minutes
 - 4.1. Rocky Mount Town Council Regular Meeting - August 14, 2023
5. Approval of Consent Agenda
 - 5.1. Miscellaneous Action
 - Franklin County High School Homecoming Parade
 - Miracle Hope Race
 - Rocky Mount Rotary Club Christmas Parade for 2023
 - 5.2. Miscellaneous Resolutions/Proclamations
 - Reappoint EDA member Justin Muse - Term Expiration 09/30/23
 - 5.3. Departmental Monthly Reports
 - Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

6. Special Items

6.1. GFOA Award received by Finance Director Vincent Copenhaver

6.2. 150th Anniversary Highlight

7. Public Hearing

7.1. Amending FY22-23 Budget

7.2. Amending FY23-24 Budget

7.3. Disposition of Real Property Tax Map # 204.00-385.00

8. Hearing of Citizens

9. New Business

9.1. Water Plant Mud Valve Replacement

10. Closed Meeting and Action

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

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.

11. Adjournment



**ROCKY MOUNT TOWN COUNCIL
REGULAR MEETING MINUTES**

**August 14, 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
Rebecca H. Dillon, Town Clerk/Executive Admin. Assistant
Michael "Kevin" Adkins, Water Treatment Plant Superintendent
Vincent Copenhaver, Finance Director
Jessica H. Heckman, Planning & Zoning Administrator
Mark Lovern, 1st Sergeant, RMPD
Daniel Pinard, Economic & Cultural Development Director
Dennis "Moe" Potter, Wastewater Treatment Plant
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 that all members were present.

2. Pledge of Allegiance

Mayor Perdue led in the pledge of allegiance.

3. Approval of Agenda

Prior to the meeting, Council received the agenda for review and consideration. Mayor Perdue amended the agenda to add 4.5 under the consent agenda to approve a contract for a paving project of Franklin Street and from Hatcher Street to Claiborne Avenue. Details regarding the contract were placed on the dias for each Council member to review prior to the meeting.

Motion: To approve the amended agenda

Motion By: Council Member Mullins

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. Approval of Consent Agenda

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

4.1 Approval of Draft Minutes

Town Council Regular Meeting Draft Minutes – July 10, 2023

Town Council & Planning Commission Joint Worksession Draft Minutes –
July 24, 2023

4.2 Miscellaneous Action

4.3 Miscellaneous Resolutions/Proclamations

4.4 Departmental Monthly Reports

Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

4.5 Paving Project of Franklin Street and from Hatcher Street to Claiborne Avenue.

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)

5. Special Items

5.1 Recognition to Mr. John Speidel for His Years of Service to Rocky Mount

Mayor Perdue read the resolution to Council commending Mr. Speidel for his fifty-five combined years of service in the combined roles in which he served the Town.

5.2 150th Anniversary Highlight

Economic & Cultural Development Director Pinard shared with everyone about Brooks Grocery known as Brooks & Company. The grocery store was a busy place at the intersection of Main and West Court Street in uptown Rocky Mount. The store was started by J.B. Brooks in 1898, bought by Samuel Phelps and Lee M. Waid in 1913. The small grocery store operated providing fresh fruit and vegetables as well as fresh meat from their slaughter house. During the great depression, the grocery store ran lines of credit to poor families to help those that could not afford to feed themselves. A third partner,

Filmore Brooks, served the community through the grocery store as well. Lee. M. Waid served on the colored school board and within the juvenile justice system before passing in 1957. In 1959, the former Franklin County training school was named after Lee. M. Waid and today is an elementary school. Samuel Phelps' son Waid Phelps, became the first Black person elected to serve on the Rocky Mount Town Council in 1970 and did so until his death in 1985.

6. Hearing of Citizens

No one at this time

7. Closed Meeting and Action

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

Time: 6:06 p.m.

Virginia Code Section:

7.3 Section 2.2-3711(A).5 Discussion concerning a prospective business or industry, or the expansion of an existing business or industry where no previous announcement has been made of the businesses or industry's interest in locating or expanding its facilities in the community.

7.2 Section 2.2-3711(A).3 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.

Motion: To go into closed session

Motion By: Council Member Lee

Second: Vice Mayor Stockton

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: 6:35 p.m.

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, August 14, 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

Motion: To come out of closed session

Motion By: Council Member Lee

Second: 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)

8. **Adjournment**

Motion: To adjourn

Time: 6:39 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

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	September 11, 2023
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	The Franklin County High School will hold their annual Franklin County Homecoming Parade on the street of Rocky Mount on Thursday, October 5, 2023 at 6:00 p.m. The parade route is attached accordingly. The event has been approved by your police department. There is no rain date.
ACTION NEEDED:	Approve or deny

Attachment(s):

1. 2023.0911 500A Franklin County High School Homecoming Parade 2023 Letter of Request
2. 2023.0911 500A.1 Franklin County High School Homecoming Parade 2023 Map

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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Franklin County High School
700 Tanyard Road
Rocky Mount, VA 24151

May 8, 2023

Rocky Mount Town Council
Rocky Mount Municipal Building
345 Donald Avenue
Rocky Mount, VA 24151

Rocky Mount Town Council Members:

The 2023-2024 Student Council Association (SCA) and Eagle Excellence Committee (EE) of Franklin County High School asks the members of the Council for their permission to have our **Homecoming parade on Thursday, October 6, 2023** beginning at approximately **6:00 p.m.** The parades held in the past years were very successful, and SCA met its goals in positively promoting school spirit amongst students, faculty, staff, and members of the community. Our school family, along with our community stakeholders, look forward to continuing this tradition and growing its impact.

The planned parade route begins in the bus lot at Franklin County High School making a left onto Perdue Lane, then turning ~~right up to the light, left onto Pell Avenue, left at the Hub, left at the light~~ onto Tanyard Road, and then ending again in the Law Parking Lot. There will be NO rescheduling if the parade gets rained out.

In conclusion, we would like to THANK YOU for your time and consideration in approving this event. The hope is for your support in our goal of cultivating the connection between school and community. Feel free to contact us with any further questions.

Sincerely,

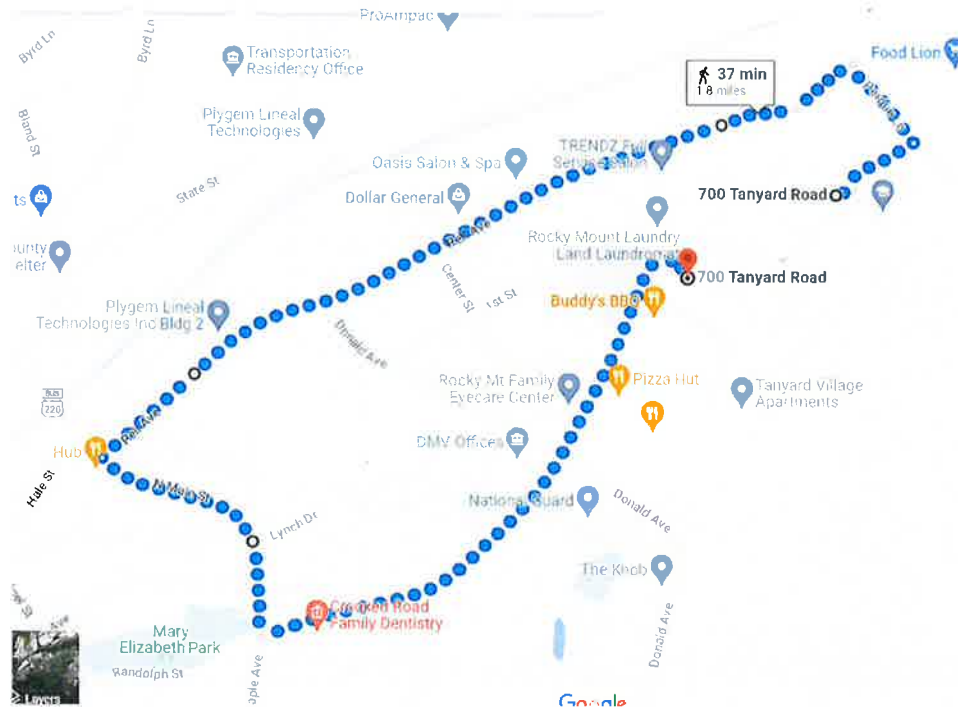
Ms. Laura Bird
Student Council Association Faculty Sponsor

cc: Mr. Holland Perdue III, Town Mayor
Mr. Robert Wood, Town Manager

Attached: Proposed Parade Route Map

Proposed Homecoming Parade Route

The 2023 Franklin County Homecoming Parade would start at 6:30 pm on Thursday, October 5, 2022 at the High School. It would exit the high school on Perdue Lane, make a left onto Tanyard Rd., right onto Pell Ave., left onto N. Main Street , a left onto Tanyard Rd., and finally enter back at the High School.



If there are any questions or concerns, please contact Laura Bird, FCHS Student Council Advisor, at (540) 420-0407. Thank you!

ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	September 11, 2023
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	The Miracle Hope Memorial 5K is scheduled for Saturday, May 11, 2024 beginning at 8:00 a.m. and last approximately two hours. Mr. Barry Thornton, who is the organizer of the race, will postpone the race if the weather is bad on the scheduled day. Mr. Thornton has spoken with your police department and together they have reviewed all information. Your police department has approved the plans for the race.
ACTION NEEDED:	Approve or deny

Attachment(s):

1. 2023.0911 500 Miracle Hope 5k Cover Letter and the Letter of Request for May 11, 2024 Event
2. 2023.0911 500.1 Miracle Hope 5k Request Event Map

FOLLOW-UP ACTION: (To be completed by the Town Clerk)
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August 18th, 2023

**To: Rebecca Dillon, CMC, Town Clerk and Executive Administrative Assistant
Rocky Mount Town Council**

From: Barry Thornton, Miracle Hope race director
Event proceeds donated to the **Donna Sink Pediatric Foundation**

RE: Miracle Hope 5K race for May 11th, 2024

Greetings Rebecca,

I am the race director for the Miracle Hope 5K race event which raises funds for the **Donna Sink Pediatric Foundation**. Please put this letter and documents of the event course before the Town Council at the next available meeting which it is my understanding would be the Monday September 11th.

I appreciate all of the help we received for our previous event held August the 12th from Lt. Jason Divers and his team as well as your help in getting this on the agenda for that event as well as Town council taking the time it took to consider and ultimately approve the event.

Please let me know if you have any questions on any of this or if you need anything else from me in regards to the event.

Warm regards,

A handwritten signature in black ink, appearing to read "Barry Thornton", with a stylized flourish at the end.

Barry Thornton

August 18th, 2023

Members of the Rocky Mount Town Council

345 Donald Avenue
Rocky Mount, VA 24151

Dear Council Members,

I would like to ask the members of the Council for their permission to have our **event, the Miracle Hope 5K** which will be held at **Rocky Mount Church of God** located at 1360 North Main Street in Rocky Mount on (May 11th, 2024 at 8:00 a.m.).

The **Miracle Hope 5K** begins at **7:00 a.m.**, by hosting on-site registration for additional participants with the actual race starting at **8:00 a.m.** and culminating with awards immediately after the last participant exits the race route which is typically by 10:00 a.m. at the latest.

The event will start in the Rocky Mount Church of God parking lot with **participants** following the route as follows:

- 1 – Participants line up in the RMCG parking lot**
- 2 – Participants exit the parking lot at 1360 North Main Street**
- 3 – at 1.381 miles Participants turn right onto South Main Street**
- 4 – at 1.532 miles Participants turn right onto Church Street Northwest**
- 5 – at 1.702 miles Participants turn right onto Franklin Street**
- 6 – at 2.074 miles Participants turn left onto North Main Street**
- 7 – Participants continue on North Main Street back into the Parking lot of COG AT 3.11 miles**

We appreciate the Town Council taking the time to consider our event for spring of 2024, being help May 11th..

Sincerely,



Barry Thornton

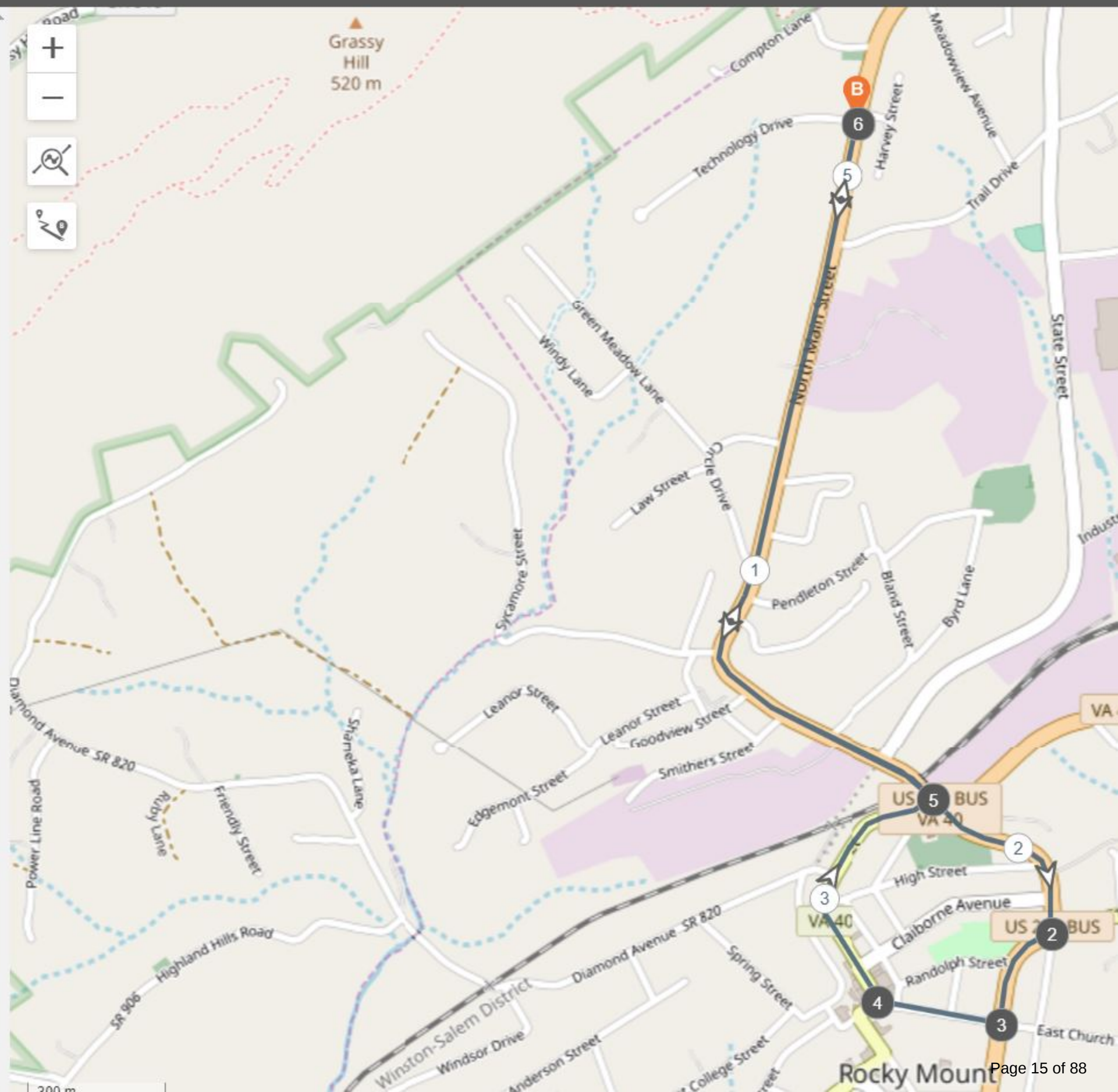
Miracle Hope Race Director

DIRECTIONS / NOTES

X

 PRINT DIRECTIONS

No	Km	Turn	Direction
1	0.000		Start at 1360 N Main Street, COG Church
2	2.222	→	Turn right onto South Main Street
3	2.466	→	Turn right onto Church Street Northwest
4	2.739	→	Turn right onto Franklin Street
5	3.339	←	Turn left onto North Main Street
6	5.116		Finish at Church of God



ITEM(S) TO BE CONSIDERED UNDER:
Consent Item

FOR COUNCIL MEETING DATED:	September 11, 2023
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	The Rotary Club of Rocky Mount is planning the 2023 Christmas Parade. Rotary is requesting the use of the town streets for the parade as they have done in the past. Parade Date: Sunday, December 3rd at 3:00 p.m. Rain Date: Sunday, December 10th at 3:00 p.m. Parade Theme: Songs of Christmas The route is the same as in previous years. However, there is a proposed new parade participant lineup as well as moving the judging area to the train depot. The police department met with the Rotary Club representatives and has also reviewed the letter of request. Chief Young is able to answer any questions you may have regarding the parade and the proposed new parade participant lineup.
ACTION NEEDED:	Approve or deny

Attachment(s):

1. 2023.0911 500B.1 Rotary Club Letter of Request to hold Event for Christmas Parade 2023 (Proposed New Lineup)
2. 2023.0911 500B.2 Map for Christmas Parade 2023 (Proposed Changing Lineup)

FOLLOW-UP ACTION:
(To be completed by the Town Clerk)

Rotary
Club of Rocky Mount



P. O. Box 224, Rocky Mount, VA 24151

September 8, 2023

SENT VIA EMAIL

Rocky Mount Town Council

RE: Rocky Mount Rotary Club
2023 Christmas Parade

Dear Honorable Mayor and Town Council,

The Rotary Club of Rocky Mount is planning the 2023 Christmas parade. At the present time, there are not any large gathering restrictions in place set forth by the Commonwealth of Virginia, Office of the Governor, restricting large gatherings. Should a restriction be implemented prior to the parade date that would not allow large gatherings we understand we would not be able to hold the Christmas parade.

We would like to request the use of the town streets for the 2023 Christmas parade. As in the past, the Rocky Mount Police Department has provided traffic control and closed off the parade route prior to the start of the parade.

General Information:

Parade Date: Sunday, December 3 at 3:00 p.m.

Rain Date: Sunday, December 10 at 3:00 p.m.

2023 Parade Theme: Songs of Christmas

Line up for the parade will begin at 1:30 PM. Volunteers will be on site to check in registered participants and assist with line-up. The parade STARTS at 3:00 PM.

We are currently discussing with Chief Young about changing the location where parade participants line up and changing the judging area to the Train Depot. This would not alter the parade route, only the line up location.

The parade travels down S. Main Street and takes a right onto Floyd Avenue. Continue to follow Floyd Avenue to a right onto Franklin Street. Follow Franklin Street past Hema's Restaurant to the light. Take a right at the light onto South Main Street with an immediate left onto Pell Avenue. This is the end of the parade route.

Once Council has reviewed our request, should you have any questions or need additional information to approve the Club's request, please let me know.

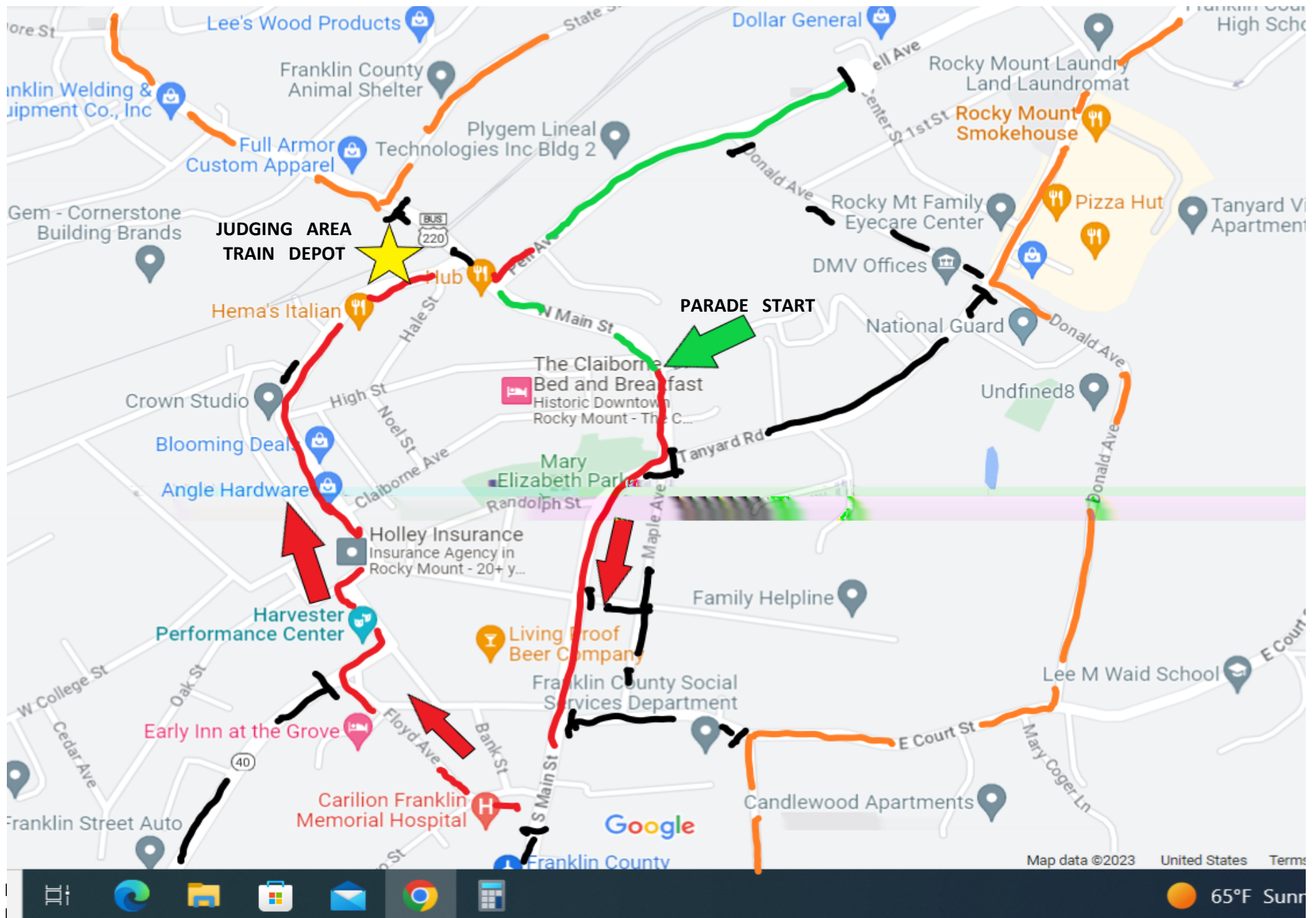
Thank you for your time and consideration. I look forward to hearing from you. If you have any questions, please contact me by phone at 540-537-5745 or email rockymountrotaryclub@outlook.com

Respectfully submitted,

Lisa Schenk

Lisa Schenk
Treasurer/Festival Chair
Christmas Parade Committee/
Rotary Elf Committee
Rotary Club of Rocky Mount
Mobile/Text: 540.537.5745
Club Email: rockymountrotaryclub@outlook.com

2023 TOWN OF ROCKY MOUNT CHRISTMAS PARADE MAP



August Monthly Report

08/01/2023 - 08/31/2023

Permit #	Permit Date	Permit Type	Parcel Address	Main Status	Applicant / Business Name	Owner Name	Description
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Group: Plat Review

2023076	8/4/2023	Plat Review		Approved	Parker Design Group	WRAY COLIN KELLY & BETTY LOU HARRISON	Plat of Vacation
2023073	8/30/2023	Plat Review	755 WEAVER ST	Pending	Cornerstone Land Surveying Inc	TOWN OF ROCKY MOUNT	Minor Subdivision
2023072	8/28/2023	Plat Review	90 HIGH ST	Approved	Rhodes & Ferguson Attorneys, Ltd.	ROBERTSON REECE A & ANNA P	Deed of Vacation

Group Total: 3

Group: Sign

2023070	8/23/2023	Sign	400 OLD FRANKLIN TPKE	Approved	McCorkle Sign Company	K-2 PROPERTIES LLC	New permanent signage
2023068	8/10/2023	Sign	185 CLAIBORNE AVE	Approved	The Claiborne Bed & Breakfast	Robin R. Altice	New Signage

Group Total: 2

Group: Zoning

2023074	8/31/2023	Zoning	90 NORRIS ST	Approved	Randy & Leslie Matney	MATNEY RANDOLPH K & LESLIE F	Metal 24x36 garage
2023071	8/25/2023	Zoning	85 EDMONT ST	Approved	Michael Ramey	RAMEY WILLIAM & FANNIE D	Install 20x30 carport
2023067	8/9/2023	Zoning	80 SPRING ST	Approved	Joel Fitzgerald	FITZGERALD JOEL C	New 25x20 deck

Group Total: 3

Group: Zoning Compliance

2023069	8/17/2023	Zoning Compliance	400 OLD FRANKLIN TPKE	Approved	F&S Building Innovations	ROCKY MOUNT DEVELOPMENT COMPANY LLC	interior work only, relocation of a few departments and accounting room

Group Total: 1

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Total Records: 9

9/5/2023

August 2023 FOIA Requests

Date	Requested By	Topic
8/3/23	Ben Pinkard	HPC P&L Tix Sold, # performances
8/14/23	Bryan Hochstein	Current list of business licensees
8/14/23	Bryan Hochstein	Current list of town employees , positions and salary
8/30/23	Bryan Hochstein	HPC tax returns

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE TWO MONTHS ENDED AUGUST 31, 2023

FOR 2024 02

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
10 GENERAL FUND						
11011000 GENERAL PROPERTY TAXES						
11011000 41101 REAL PROPERTY - CUR	641,476	641,476	3,544.33	565.63	637,931.67	.6%
11011000 41102 REAL PROPERTY - DEL	35,000	35,000	1,445.90	58.60	33,554.10	4.1%
11011000 41103 PUBLIC SERVICE - CU	22,104	22,104	.00	.00	22,104.00	.0%
11011000 41105 PERSONAL PROPERTY -	340,000	340,000	2,386.33	920.35	337,613.67	.7%
11011000 41106 PERSONAL PROPERTY -	12,200	12,200	784.76	455.98	11,415.24	6.4%
11011000 41107 MACHINERY & TOOLS -	171,902	171,902	.00	.00	171,902.00	.0%
11011000 41110 PENALTIES ON TAXES	11,500	11,500	870.11	151.70	10,629.89	7.6%
11011000 41111 INTEREST ON DELINQ	9,300	9,300	636.70	146.40	8,663.30	6.8%
TOTAL GENERAL PROPERTY TAXES	1,243,482	1,243,482	9,668.13	2,298.66	1,233,813.87	.8%
11012000 OTHER LOCAL TAXES						
11012000 41201 LOCAL SALES & USE T	305,819	305,819	57,733.35	30,372.60	248,085.65	18.9%
11012000 41202 MEALS TAX	2,411,304	2,411,304	471,696.46	227,165.81	1,939,607.54	19.6%
11012000 41203 PENALTY-DEL MEALS T	0	0	703.36	627.03	-703.36	100.0%
11012000 41204 INTEREST-DEL MEALS	0	0	7.50	.50	-7.50	100.0%
11012000 41205 TRANSIENT OCCUPANCY	175,211	175,211	63,025.84	24,573.99	112,185.16	36.0%
11012000 41208 CIGARETTE TAX	84,000	84,000	10,185.00	4,365.00	73,815.00	12.1%
11012000 41209 BANK STOCK TAX	440,000	440,000	.00	.00	440,000.00	.0%
11012000 41210 CONSUMER UTILITY TA	317,000	317,000	52,727.51	27,768.77	264,272.49	16.6%
11012000 41212 TRANSIENT OCCUP TAX	87,474	87,474	.00	.00	87,474.00	.0%
TOTAL OTHER LOCAL TAXES	3,820,808	3,820,808	656,079.02	314,873.70	3,164,728.98	17.2%
11012500 BUSINESS LICENSE TAXES						
11012500 41301 BPOL-RETAIL	400,000	400,000	2,969.76	2,578.71	397,030.24	.7%
11012500 41302 BPOL-PROFESSIONAL	186,000	186,000	30,021.20	28,946.21	155,978.80	16.1%
11012500 41303 BPOL-REPAIRS/PERS S	114,000	114,000	2,773.62	10.00	111,226.38	2.4%
11012500 41304 BPOL-CONTRACTOR	49,750	49,750	1,113.32	962.12	48,636.68	2.2%
11012500 41305 BPOL-UTILITY	5,429	5,429	.00	.00	5,429.00	.0%
11012500 41306 BPOL-AMUSEMENT TAX	500	500	.00	.00	500.00	.0%

YEAR-TO-DATE BUDGET REPORT
 FOR THE TWO MONTHS ENDED AUGUST 31, 2023

FOR 2024 02

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
11012500 41307 BPOL-MISCELLANEOUS	8,644	8,644	30.00	30.00	8,614.00	.3%
11012500 41308 BPOL-ALCOHOLIC BEVE	650	650	.00	.00	650.00	.0%
11012500 41309 BPOL-PENALTIES & I	2,000	2,000	3,597.25	3,286.79	-1,597.25	179.9%
TOTAL BUSINESS LICENSE TAXES	766,973	766,973	40,505.15	35,813.83	726,467.85	5.3%
11013000 PERMITS & LICENSES						
11013000 42111 PLANNING & ZONING F	9,000	9,000	510.00	360.00	8,490.00	5.7%
11013000 42112 FARMERS MARKET FEES	3,300	3,300	225.00	225.00	3,075.00	6.8%
11013000 42114 WELCOME CENTER FEES	10,000	10,000	1,550.00	920.00	8,450.00	15.5%
11013000 42116 RETURN CHECK FEES	400	400	100.43	100.43	299.57	25.1%
11013000 42117 CREDIT CARD FEES	7,500	7,500	1,209.56	675.16	6,290.44	16.1%
TOTAL PERMITS & LICENSES	30,200	30,200	3,594.99	2,280.59	26,605.01	11.9%
11014000 FINES & FORFEITURES						
11014000 42211 COURT FINEES	20,000	20,000	7,806.79	3,971.35	12,193.21	39.0%
11014000 42212 PARKING FINES	70	70	40.00	.00	30.00	57.1%
TOTAL FINES & FORFEITURES	20,070	20,070	7,846.79	3,971.35	12,223.21	39.1%
11015000 PROCEEDS FROM USE OF ASSETS						
11015000 42311 INTEREST ON MONEY/I	275,000	275,000	35,108.03	.00	239,891.97	12.8%
11015000 42312 RENTAL OF GENERAL P	450	450	.00	.00	450.00	.0%
11015000 42319 BOND PROCEEDS	0	0	5,150,000.00	.00	-5,150,000.00	100.0%
TOTAL PROCEEDS FROM USE OF ASSETS	275,450	275,450	5,185,108.03	.00	-4,909,658.03	1882.4%
11016000 CHARGES FOR SERVICES						
11016000 42411 REFUSE COLLECTION C	295,176	295,176	45,824.89	24,986.89	249,351.11	15.5%
11016000 42413 TRUCK RENTAL FEES	1,500	1,500	330.00	180.00	1,170.00	22.0%
11016000 42415 WEED CONTROL CHARGE	250	250	.00	.00	250.00	.0%

Rocky Mount (Town Of), VA

YEAR-TO-DATE BUDGET REPORT FOR THE TWO MONTHS ENDED AUGUST 31, 2023

FOR 2024 02

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
11016000 42418 PASSPORT SERVICE FE	19,000	19,000	4,265.00	2,350.00	14,735.00	22.4%
11016000 42419 SECURITY SERVICES	17,500	17,500	105.00	.00	17,395.00	.6%
11016000 42420 POLICE REPORTS	1,200	1,200	220.00	220.00	980.00	18.3%
11016000 42421 FINGERPRINT SERVICE	150	150	65.00	65.00	85.00	43.3%
11016000 42422 CRISIS INTERVENTION	45,000	45,000	21.00	21.00	44,979.00	.0%
11016000 42425 ADMIN CHARGES - SER	100	100	.00	.00	100.00	.0%
11016000 42426 MISCELLANEOUS SERVI	0	0	1,568.66	.00	-1,568.66	100.0%
TOTAL CHARGES FOR SERVICES	379,876	379,876	52,399.55	27,822.89	327,476.45	13.8%
11018000 MISCELLANEOUS GENERAL						
11018000 42511 RECOVERIES	0	0	5,593.71	5,333.11	-5,593.71	100.0%
11018000 42515 DONATIONS	0	0	56,840.00	54,280.00	-56,840.00	100.0%
11018000 42524 INSURANCE RECIPITS F	40,000	40,000	31,836.00	.00	8,164.00	79.6%
TOTAL MISCELLANEOUS GENERAL	40,000	40,000	94,269.71	59,613.11	-54,269.71	235.7%
18522000 COMMONWEALTH-NONCATEGORICAL						
18522000 43211 PPTRA FROM STATE	53,861	53,861	.00	.00	53,861.00	.0%
18522000 43212 COMMUNICATIONS TAX	136,000	136,000	10,858.19	.00	125,141.81	8.0%
18522000 43213 LITTER TAX	4,200	4,200	.00	.00	4,200.00	.0%
18522000 43214 ROLLING STOCK TAX	3,245	3,245	43.70	.00	3,201.30	1.3%
18522000 43215 RENTAL TAX	21,000	21,000	1,083.97	.00	19,916.03	5.2%
TOTAL COMMONWEALTH-NONCATEGORICAL	218,306	218,306	11,985.86	.00	206,320.14	5.5%
18524000 COMMONWEALTH-CATEGORICAL						
18524000 43112 SCHOOL RES OFFICER	49,506	49,506	.00	.00	49,506.00	.0%
18524000 43311 FIRE PROGRAMS-STATE	18,741	18,741	.00	.00	18,741.00	.0%
18524000 43312 STREET MAINTENANCE-	1,607,191	1,607,191	.00	.00	1,607,191.00	.0%
18524000 43313 LAW ENFORCEMENT AID	132,620	132,620	.00	.00	132,620.00	.0%
18524000 43315 OTHER POLICE CAT AI	0	0	9,412.56	.00	-9,412.56	100.0%
TOTAL COMMONWEALTH-CATEGORICAL	1,808,058	1,808,058	9,412.56	.00	1,798,645.44	.5%
18535000 LOCAL GOVERNMENT AID						
18535000 43111 VOLUNTEER FIRE DEPT	30,000	30,000	52,460.51	45,199.57	-22,460.51	174.9%

Rocky Mount (Town Of), VA



YEAR-TO-DATE BUDGET REPORT FOR THE TWO MONTHS ENDED AUGUST 31, 2023

FOR 2024 02

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT USE/COL
18535000 43112 OTH AID-SCHOOL RESO	50,000	50,000	.00	.00	50,000.00	.0%
18535000 43114 COUNTY EXP REIMB FO	60,000	60,000	.00	.00	60,000.00	.0%
TOTAL LOCAL GOVERNMENT AID	140,000	140,000	52,460.51	45,199.57	87,539.49	37.5%
TOTAL GENERAL FUND	8,743,223	8,743,223	6,123,330.30	491,873.70	2,619,892.70	70.0%
TOTAL REVENUES	8,743,223	8,743,223	6,123,330.30	491,873.70	2,619,892.70	
20 WATER & SEWER FUND						
25020000 WATER CHARGES						
25020000 42313 PROPERTY RENT (CELL	134,544	134,544	22,134.58	11,464.78	112,409.42	16.5%
25020000 45101 WATER SALES	1,676,346	1,676,346	329,182.66	191,089.25	1,347,163.34	19.6%
25020000 45102 WATER CONNECTIONS	22,650	22,650	34,635.10	31,360.10	-11,985.10	152.9%
25020000 45103 RECONNECT FEES	10,000	10,000	2,808.74	1,325.00	7,191.26	28.1%
25020000 45104 PENALTIES	30,000	30,000	7,123.51	3,296.45	22,876.49	23.7%
25020000 45106 BULK WATER PURCHASE	1,000	1,000	1,423.21	1,217.70	-423.21	142.3%
TOTAL WATER CHARGES	1,874,540	1,874,540	397,307.80	239,753.28	1,477,232.20	21.2%
25530000 SEWER CHARGES						
25530000 45201 WASTEWATER COLLECTI	1,015,622	1,015,622	198,929.99	117,163.83	816,692.01	19.6%
25530000 45202 SEWER CONNECTIONS	6,000	6,000	3,250.00	3,250.00	2,750.00	54.2%
TOTAL SEWER CHARGES	1,021,622	1,021,622	202,179.99	120,413.83	819,442.01	19.8%
TOTAL WATER & SEWER FUND	2,896,162	2,896,162	599,487.79	360,167.11	2,296,674.21	20.7%
TOTAL REVENUES	2,896,162	2,896,162	599,487.79	360,167.11	2,296,674.21	
GRAND TOTAL	11,639,385	11,639,385	6,722,818.09	852,040.81	4,916,566.91	57.8%
** END OF REPORT - Generated by VINCENT COPENHAVER **						

YEAR-TO-DATE BUDGET REPORT FOR THE TWO MONTHS ENDED AUGUST 31, 2023

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 GENERAL FUND							
10091020 NON-DEPARTL GENERAL FUND	846,462	846,462	480,595.66	57,358.62	.00	365,866.34	56.8%
11011010 MAYOR & TOWN COUNCIL	97,852	97,852	21,549.07	5,385.14	.00	76,302.93	22.0%
11012020 TOWN MANAGER	381,412	381,412	60,864.21	27,872.90	.00	320,547.79	16.0%
11012040 TOWN ATTORNEY	69,670	69,670	2,340.00	.00	.00	67,330.00	3.4%
11012130 FINANCE DEPARTMENT	623,468	623,468	79,827.73	31,950.55	.00	543,640.27	12.8%
11081060 PASSPORT PROGRAM	3,125	3,125	53.34	26.67	.00	3,071.66	1.7%
12031010 POLICE DEPARTMENT	2,709,633	2,709,633	508,391.64	231,638.47	.00	2,201,241.36	18.8%
12032020 VOLUNTEER FIRE DEPT	228,450	228,450	41,742.05	16,501.07	-14,818.97	201,526.92	11.8%
12043130 IMPOUND LOT	2,500	2,500	30.82	30.82	.00	2,469.18	1.2%
13041000 PUBLIC WORKS ADMINISTRATION	1,294,945	1,294,945	32,149.51	8,317.14	.00	1,262,795.49	2.5%
13041020 PUB WORKS NON-VDOT ELIGIBLE	3,100	3,100	1,279.99	1,279.99	.00	1,820.01	41.3%
13041040 STREET LIGHTS	95,400	95,400	11,541.04	11,507.00	.00	83,858.96	12.1%
13041070 TRAFFIC CONTROL & PARKING	101,650	101,650	8,716.45	1,697.26	38,124.00	54,809.55	46.1%
13041080 STREETS	395,300	395,300	120,572.69	69,048.32	.00	274,727.31	30.5%
13041090 SIDEWALKS, CURB, GUTTERING	2,800	2,800	3,956.85	2,676.26	.00	-1,156.85	141.3%
13042020 STREET CLEANING	4,100	4,100	686.38	.00	.00	3,413.62	16.7%
13042030 REFUSE COLLECTION	36,900	36,900	25,126.39	7,728.32	.00	11,773.61	68.1%
13042040 SNOW REMOVAL	21,250	21,250	504.00	504.00	.00	20,746.00	2.4%
13042061 STATE OF GOOD REPAIR GRANT	0	0	12,777.32	.00	-12,777.32	.00	.0%
14043041 PARKS-MARY ELIZABETH	11,100	11,100	3,541.12	1,656.67	.00	7,558.88	31.9%
14043042 PARKS-MARY BETHUNE	4,900	4,900	1,805.08	669.84	.00	3,094.92	36.8%
14043043 PARKS-GILLEYS	10,000	10,000	1,526.86	398.95	.00	8,473.14	15.3%
14043044 PARKS-CELESTE	2,100	2,100	1,229.42	512.81	.00	870.58	58.5%
14043045 PARKS-VETERANS MEMORIAL	5,470	5,470	991.81	991.81	.00	4,478.19	18.1%
14043046 PARKS-FIRST RESPONDERS MEM	5,200	5,200	776.38	362.70	.00	4,423.62	14.9%
14043048 TOWN DOG PARK	0	0	4,674.54	.00	.00	-4,674.54	100.0%
14043080 PARKS & REC - PLAYGROUNDS	0	0	283.94	8.83	.00	-283.94	100.0%
14543040 MUNICIPAL BUILDING	68,417	68,417	17,208.65	8,763.20	.00	51,208.35	25.2%
14543050 EMERGENCY SERVICES BLDG	83,600	83,600	21,559.74	15,545.90	.00	62,040.26	25.8%
14543060 PUBLIC WORKS BUILDING	39,615	39,615	4,926.35	3,204.74	.00	34,688.65	12.4%
14543070 PARKS & REC - CEMETERY	2,250	2,250	3,959.80	1,964.99	.00	-1,709.80	176.0%
16081010 PLANNING & ZONING	253,985	253,985	42,342.02	18,477.90	.00	211,642.98	16.7%
16081020 COMMUNITY & ECONOMIC DEV	546,265	546,265	5,013,989.08	30,063.36	.00	-4,467,724.08	917.9%
16081030 CITIZENS SQUARE-FARMERS MARKE	36,524	36,524	6,305.79	3,589.00	.00	30,218.21	17.3%
16081040 DEPOT WELCOME CENTER	43,917	43,917	3,101.40	1,966.53	.00	40,815.60	7.1%
16081050 HARVESTER PERFORMANCE CENTER	680,000	680,000	1,778.27	1,487.15	.00	678,221.73	.3%
16081300 ECONOMIC DEVELOPMENT AUTHORIT	6,863	6,863	808.89	403.69	.00	6,054.11	11.8%
16085000 REMED BLIGHTED STRUCTURES	25,000	25,000	.00	.00	.00	25,000.00	.0%
TOTAL GENERAL FUND	8,743,223	8,743,223	6,543,514.28	563,590.60	10,527.71	2,189,181.01	75.0%

20 WATER & SEWER FUND

YEAR-TO-DATE BUDGET REPORT FOR THE TWO MONTHS ENDED AUGUST 31, 2023

FOR 2024 02

20	WATER & SEWER FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
20069000	NON-DEPARTL UTILITY OPERATING	447,998	447,998	29,419.00	.00	.00	418,579.00	6.6%
25050000	WATER SYSTEM OPERATIONS	272,616	272,616	68,375.01	20,596.33	.00	204,240.99	25.1%
25050100	METER READING	27,620	27,620	3,700.98	2,783.27	.00	23,919.02	13.4%
25050500	WATER TREATMENT PLANT	977,492	977,492	166,179.93	90,257.22	120.00	811,192.07	17.0%
25062000	UTILITY ADMINISTRATION	389,322	389,322	45,168.47	19,905.70	.00	344,153.53	11.6%
25560000	WASTEWATER SYSTEM OPERATIONS	150,297	150,297	38,239.60	26,638.00	.00	112,057.40	25.4%
25560500	WASTEWATER TREATMENT PLANT	630,817	630,817	93,634.12	51,310.54	125.00	537,057.88	14.9%
	TOTAL WATER & SEWER FUND	2,896,162	2,896,162	444,717.11	211,491.06	245.00	2,451,199.89	15.4%
	GRAND TOTAL	11,639,385	11,639,385	6,988,231.39	775,081.66	10,772.71	4,640,380.90	60.1%

** END OF REPORT - Generated by VINCENT COPENHAVER **

Town of Rocky Mount
Cash Balances and Investment Portfolio
August 31, 2023

Total Cash Held by the Town:

Cash in the Office	\$ 700
Duncan Williams Investments	\$ 2,581,397
Hometrust Bank (Borrowed Funds)	\$ 718,117
Local Government Investment Pool (effective yield 5.369%)	\$ 5,463,742
Truist: Payroll and Flexible Benefits Checking Accounts	\$ 82,171
Carter Bank and Trust: Old Checking Account, Designated Checking Accounts for Police, Farmer's Market and Depot	\$ 400,897
American National Bank: Town Checking Account	\$ 904,655
Virginia Investment Pool Accounts for American Rescue Plan Act Funds (First Distribution)	<u>\$ 802,667</u>

Total Cash Balance at July 31, 2023	<u><u>\$ 10,954,346</u></u>
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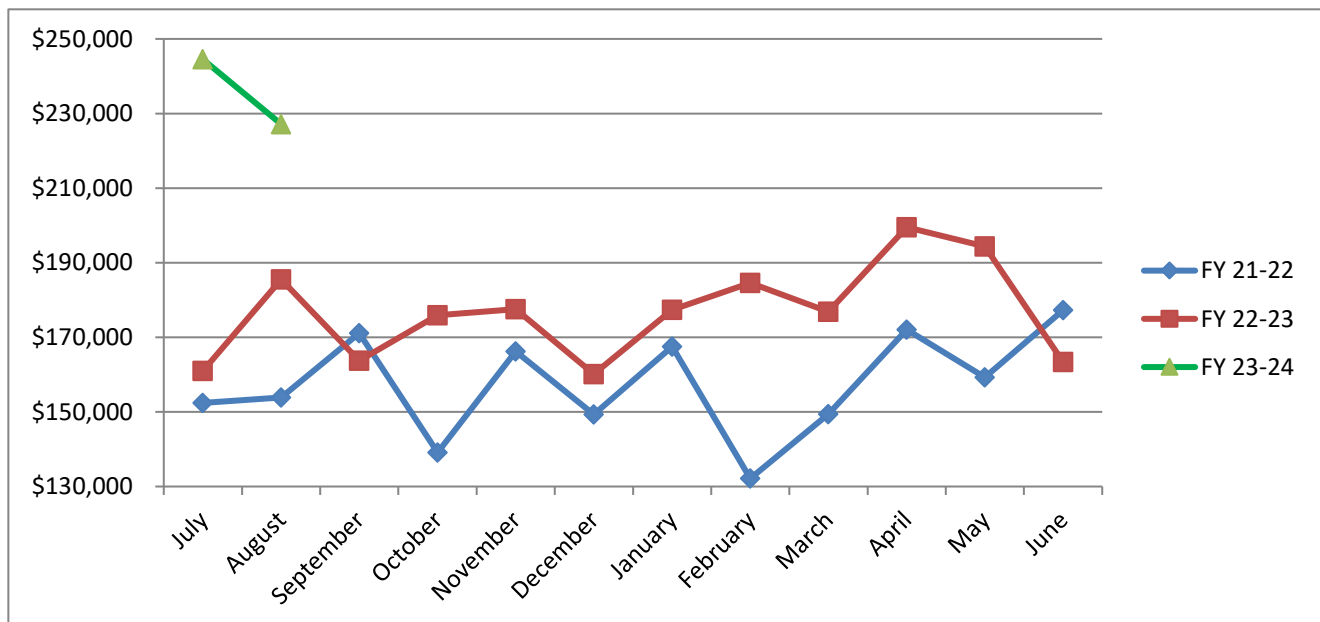
Investment Detail:

Duncan-Williams, Inc. Account Statement Dated August 31, 2023			
Cash, Money Funds and Bank Deposits - 1% of Portfolio	<u>Closing Balance</u>	<u>Income This Year</u>	<u>30-Day Yield</u>
Federated Hermes Govt Reserves Money Market	\$5,577.43	\$3,461.26	4.33%
Fixed Income - 99% of Portfolio Certificates of Deposit:	<u>Market Value</u>	<u>Estimated Annual Income</u>	<u>Estimated Yield</u>
Total	\$461,173.30	\$16,537.50	3.62%
U.S. Government Bonds:			
Total	<u>\$2,114,646.15</u>	<u>\$40,987.50</u>	3.62%
Total Fixed Income	<u>\$2,575,819.45</u>	<u>\$57,525.00</u>	
Total Portfolio Holdings	<u><u>\$2,581,396.88</u></u>	<u><u>\$60,986.26</u></u>	

Town of Rocky Mount
Meals Tax Collections by Month

<u>Month</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>Change</u>	<u>% Change</u>
July	\$ 152,437	\$ 160,978	\$ 244,531	\$ 83,553	51.9%
August	\$ 153,837	\$ 185,503	\$ 227,166	\$ 41,663	22.5%
September	\$ 171,121	\$ 163,751			
October	\$ 139,085	\$ 175,939			
November	\$ 166,261	\$ 177,506			
December	\$ 149,361	\$ 160,148			
January	\$ 167,488	\$ 177,390			
February	\$ 132,152	\$ 184,585			
March	\$ 149,407	\$ 176,858			
April	\$ 172,047	\$ 199,508			
May	\$ 159,286	\$ 194,326			
June	\$ 177,283	\$ 163,351			
Year Totals	<u>\$ 1,889,765</u>	<u>\$ 2,119,843</u>	<u>\$ 471,697</u>		

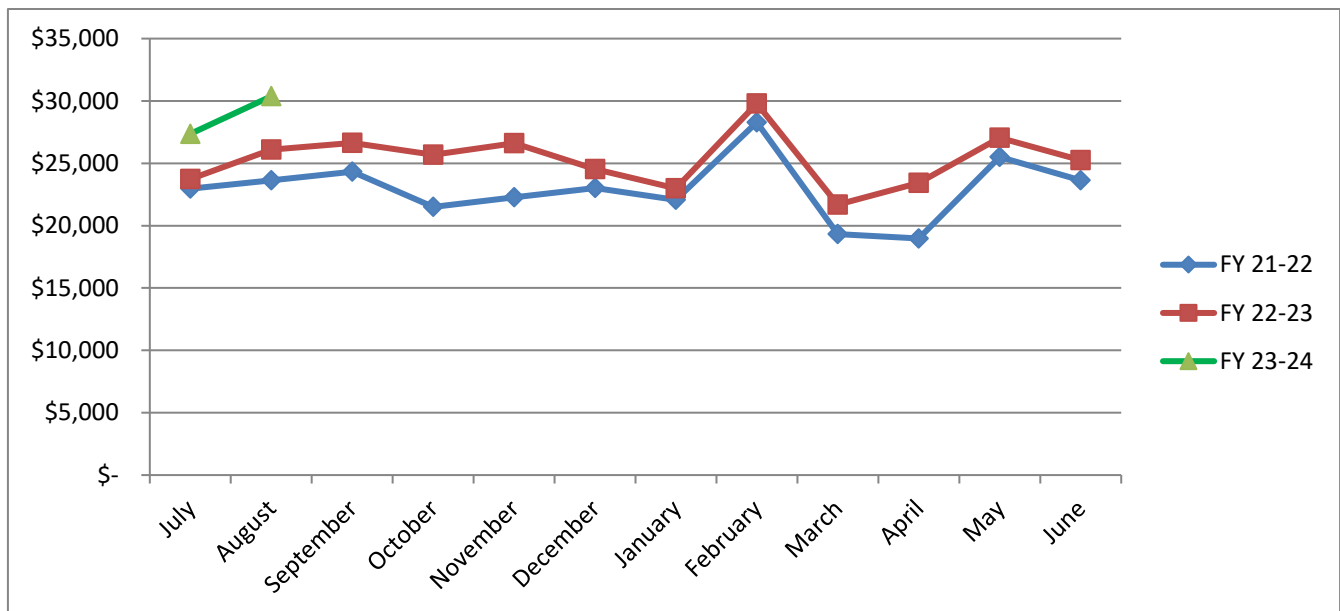
Year to Date through August	\$ 306,274	\$ 346,481	\$ 471,697	\$ 125,216	36.1%
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Town of Rocky Mount
Local Sales Tax Collections by Month

<u>Month</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>Change</u>	<u>% Change</u>
July	\$ 22,978	\$ 23,738	\$ 27,361	\$ 3,623	13.2%
August	\$ 23,622	\$ 26,102	\$ 30,373	\$ 4,271	14.1%
September	\$ 24,336	\$ 26,639			
October	\$ 21,514	\$ 25,676			
November	\$ 22,281	\$ 26,599			
December	\$ 23,016	\$ 24,524			
January	\$ 22,061	\$ 22,980			
February	\$ 28,289	\$ 29,796			
March	\$ 19,310	\$ 21,687			
April	\$ 18,974	\$ 23,440			
May	\$ 25,516	\$ 27,054			
June	\$ 23,632	\$ 25,252			
Year Totals	\$ 275,529	\$ 303,487	\$ 57,734		

YTD Through August	\$ 46,600	\$ 49,840	\$ 57,734	\$ 7,894	13.7%
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MONTHLY STAFF REPORT

DATE:	September 11, 2023
TO:	Rocky Mount Town Council
FROM:	Brad Basham – Asst Chief
DEPARTMENT:	Fire Department
MONTH:	June 2023

For the period of June 2023, the Rocky Mount Fire Department responded to a total of 40 calls of which 21 were inside the town limits and 19 were outside the town limits.

RMFD apparatus traveled a total of 838 miles carrying out duties pertaining to answering calls and support efforts of the department.

RMFD members logged 12 members performing training for a total of 96 hours of training.

Summary of Calls:

<u>Type of Call</u>	<u>Total</u>
<u>Structure Fire</u>	
<u>Brush/Grass Fire</u>	
<u>Vehicle Fire</u>	<u>3</u>
<u>Utilities Fire</u>	<u>1</u>
<u>MVA</u>	<u>14</u>
<u>Residential Fire Alarm</u>	<u>2</u>
<u>Commercial Fire Alarm</u>	<u>8</u>
<u>Smoke Investigation</u>	
<u>Odor Investigation</u>	<u>1</u>
<u>Debris Removal</u>	<u>8</u>
<u>Hazmat/Spill</u>	
<u>EMS Assist</u>	<u>3</u>
	40

Respectfully Submitted By,

Asst. Chief B. Basham

MONTHLY STAFF REPORT

DATE:	SEPTEMBER 11, 2023
TO:	Rocky Mount Town Council
FROM:	Chief Phillip S. Young
DEPARTMENT:	Police Department
MONTH:	August

*We will be doing the monthly report from RMPD a month behind to allow for more accuracy in numbers that are turned in per Chief Young. This also allows our officers at the end of the month to have time to get all reports and tickets submitted.

PLEASE SEE ATTACHED REPORT FOR MORE DETAILED INFORMATION ON MONTHLY CHARGES AND STATS.....

PSY/rfs

ROCKY MOUNT POLICE DEPARTMENT
MONTHLY REPORT TO COUNCIL

ADM #1

DATE: AUGUST 2023

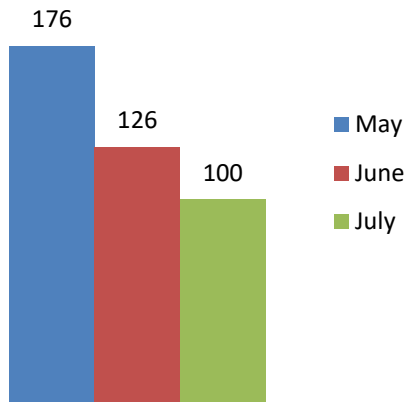
MAY

JUNE

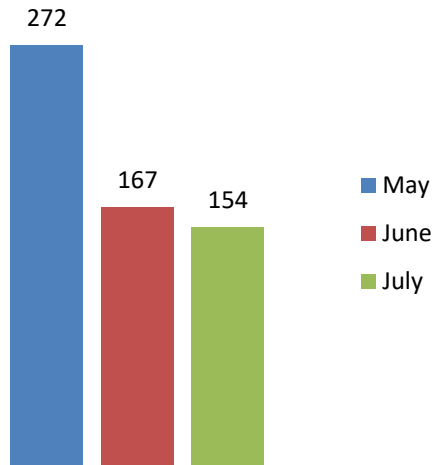
JULY

UNIFORM TRAFFIC SUMMONS ISSUED	176	126	100
TRAFFIC STOPS	272	167	154
SPEEDING TICKETS ISSUED	42	33	26
DUI	4	3	1
COLLISIONS INVESTIGATED (TREDS)	13	6	6
MOTORIST AIDES	68	46	49
CRIMINAL ARRESTS "MISDEMEANOR"	69	57	69
CRIMINAL ARRESTS "FELONY"	9	10	53
INCIDENTS ADDRESSED	2077	1681	1903
INCIDENTS, OFFENSES REPORTABLE IN "RMS"	94	108	104
GRAND LARCENY WARRANTS	0	0	11
BREAKING & ENTERING REPORTS	0	1	0
BREAKING & ENTERING WARRANTS	0	0	2
BOLO'S (Be On Look Out)	21	5	14
FOLLOW-UP'S	71	46	92
BUSINESSES, RESIDENCES CHECKED "FOOT PATROLS"	826	791	859
SCHOOL CHECKS	44	6	4
ALARM RESPONSES	62	30	25
OPEN DOORS, WINDOWS, ETC. UNSECURED	9	9	0
COURT HOURS:	33	13	18
TRAINING HOURS:	155	389	208
SPECIAL ASSIGNMENT HOURS:	95	65	72
HARVESTER HOURS WORKED:	19	9	4
ECO/TDO	4	12	10
ECO/TDO HOURS:	60	148	52

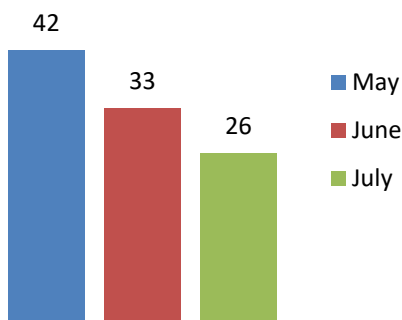
Uniform Traffic Summons Issued



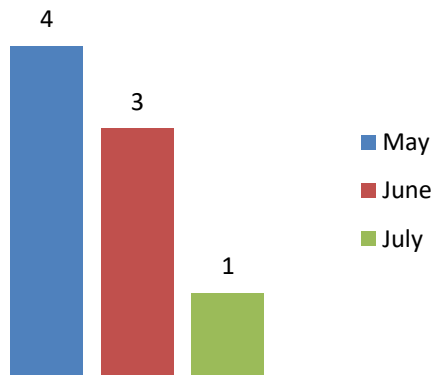
Traffic Stops



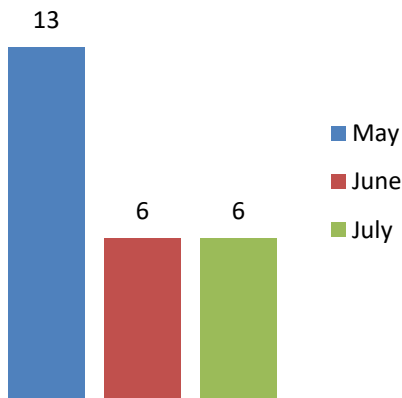
Speeding Tickets Issued



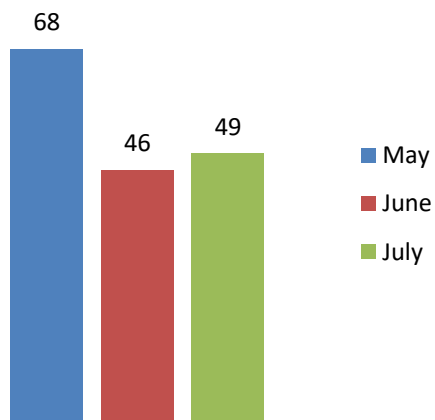
DUI



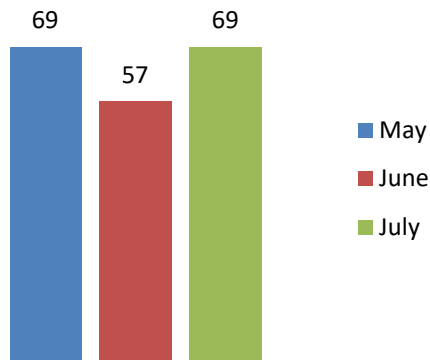
Collisions Investigated (TREDs)



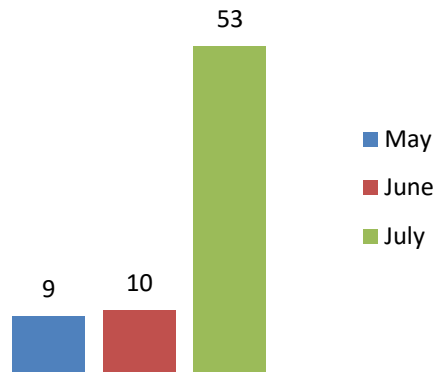
Motorist Aides



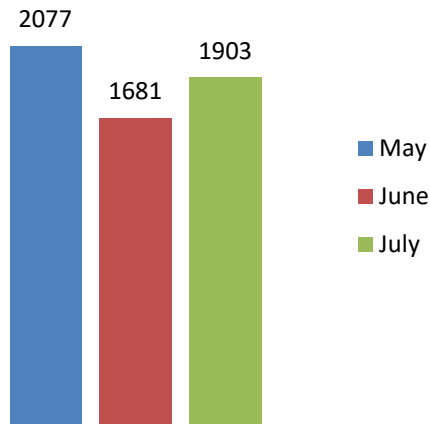
Criminal Arrests "Misdemeanor"



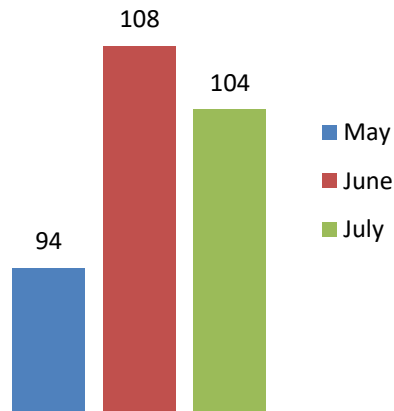
Criminal Arrests "Felony"



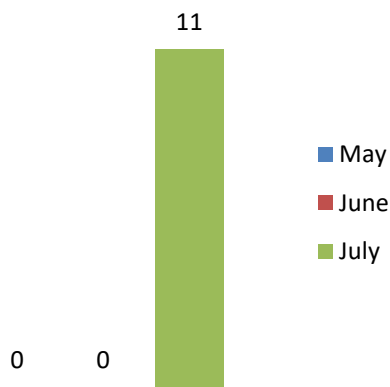
Incidents Addressed



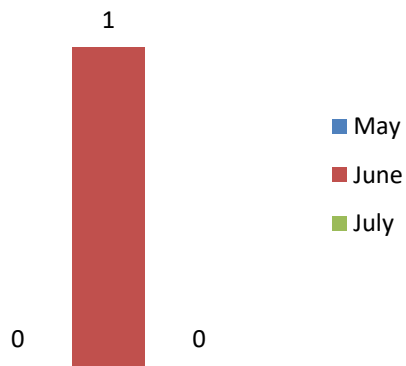
Incidents/Offenses Reportable "RMS"



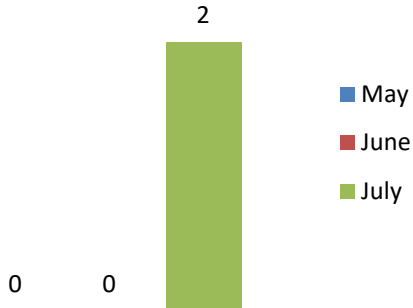
Grand Larceny Warrants



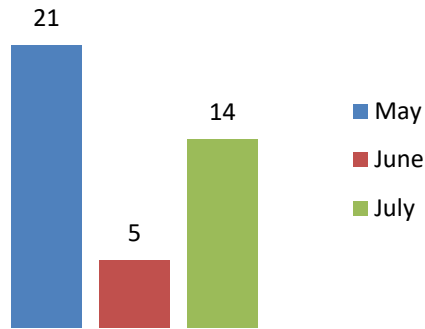
Breaking & Entering Reports



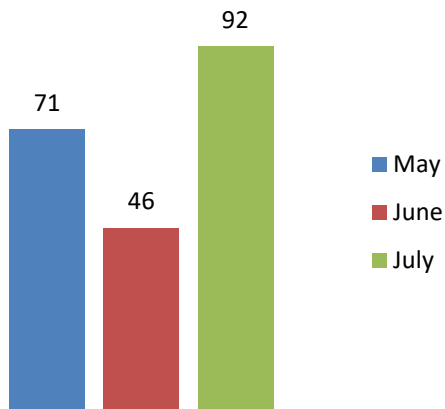
Breaking & Entering Warrants



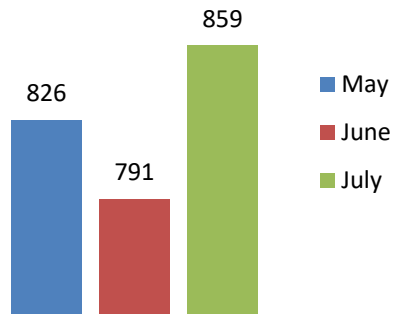
BOLO's (Be On Look Out)



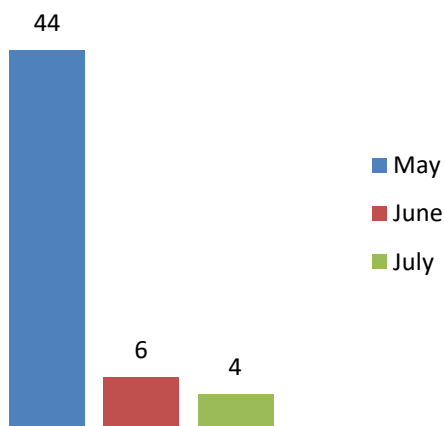
Follow-Ups



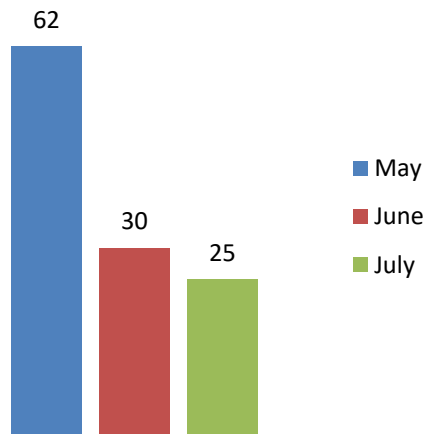
Businesses/Residences Checked "Foot Patrols"



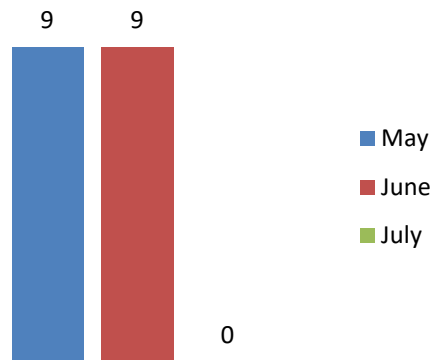
School Checks



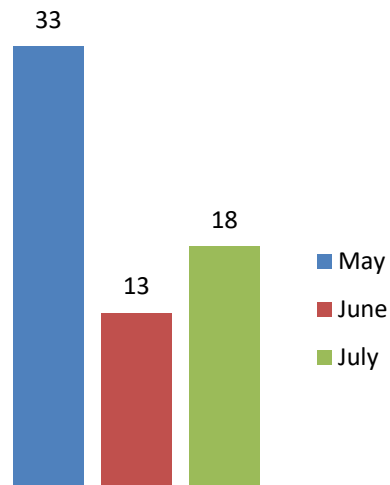
Alarm Responses



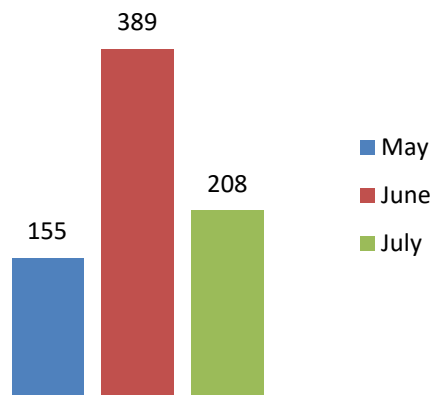
Open Doors, Windows, Etc. Unsecured



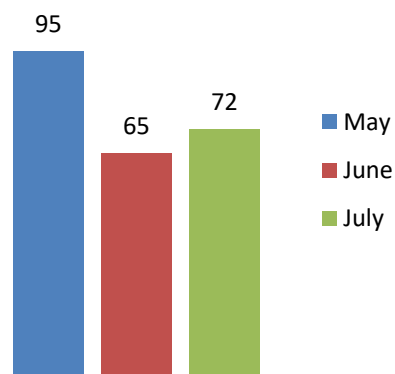
Court Hours



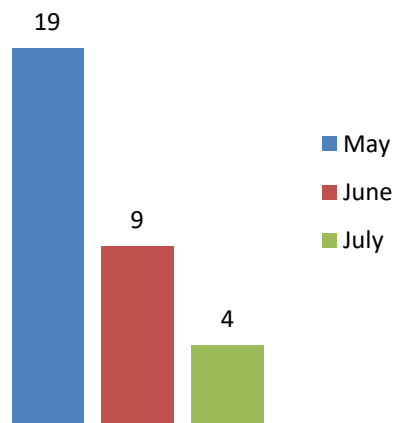
Training Hours



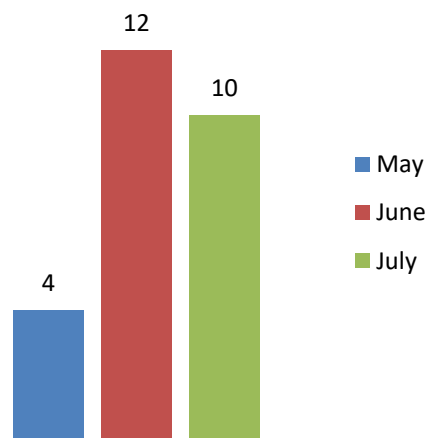
Special Assignment Hours



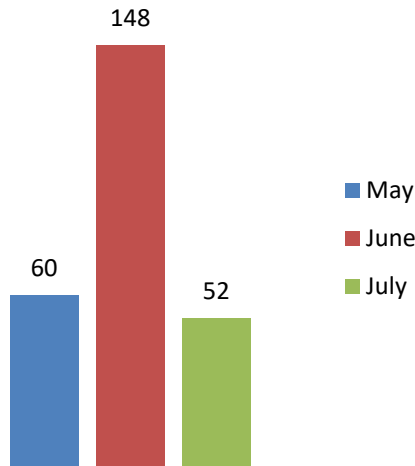
Harvester Hours Worked



ECO/TDO



ECO/TDO Hours



TRAFFIC ENFORCEMENT:

- ◇ Moving and stationary radar was conducted throughout the Town of Rocky Mount during July
- ◇ Reported streetlights out to Town Manager's office
- ◇ There were 6 reportable accidents with 6 of the accidents on our public streets

INVESTIGATIONS:

Follow Up Investigations: Follow up conducted on multiple cases

Search Warrants: Multiple

- ❖ Evidence/Property room management
- ❖ Court Liaison duties conducted
- ❖ Taser maintenance and training performed
- ❖ Department Court Discovery and camera downloads
- ❖ Transported evidence to State Lab
- ❖ Assist patrol with surveillance
- ❖ Maintenance of SRO Grant
- ❖ Fire Inspections and Fire Marshall duties conducted
- ❖ Charges made for multiple counts of forgery, larceny and B & E.
- ❖ Active cases include fraud, larceny and Social Services and Adult Protective cases

**COMMUNITY RESOURCE OFFICER:
MEETINGS/EVENTS (SLOAN)**

- ❖ Performed multiple fingerprints for walk-ins at the department
- ❖ Counsel patrol officers by answering questions and concerns
- ❖ Dropped off/picked up evidence from the Forensic Lab
- ❖ Scanning of files to email in the records room for retention purposes
- ❖ Assisted with walk-ins and phone calls
- ❖ Dropped off and picked up vehicles due for maintenance

**RESOURCE OFFICER REFERRAL'S
(Sanders/Police/Holland):**

- ❖ During the month of July worked Patrol due to no school in session

SPEEDING TICKETS ISSUED

Booker T. Washington Highway (x 4)

North main Street (x 4)

Tanyard Road (x 3)

Grassy Hill Road (x 3)

Old Franklin Turnpike (x 3)

School Board Road (x 2)

Scuffling Hill Road (x 2)

State Street (x 2)

Technology Drive

South Main Street

Virgil H. Goode Highway

CRIMINAL ARRESTS & LOCATIONS:

Possession of Meth in a Correctional Facility	East Court Street
Driving Under the Influence	Tanyard Road
Drunk In Public	Old Franklin Turnpike (x 2)
Drunk In Public	Muse Lane
Drunk In Public	Riverview Street
Forge Medication Log w/ Intent to Defraud	Orchard Avenue (x 12)
Falsify Patient Record w/ Intent to Defraud	Orchard Avenue (x 10)
Larceny of Motor Vehicle w/ Intent to Sell	Byrd Lane (x 3)
Possess Title w/ Intent to Transfer Stolen Vehicle	Byrd Lane (x 2)
Conspire to Falsify Vehicle Title for Salvage	Byrd Lane (x 2)
Concealment of Stolen Vehicle	Byrd Lane (x 2)
Conspire to Commit Motor Vehicle Theft	Byrd Lane (x 3)
Enter Property w/ Intent to Commit Larceny	Byrd Lane
Motor Vehicle Theft	Byrd Lane
Conspire to Commit Grand Larceny	South Main Street
Grand Larceny w/ Intent to Sell	South Main Street (x 2)
Removal of Church Property Permanently Attached	South Main Street (x 2)
Enter Church at Night w/ Intent to Commit Larceny	South Main Street (x 2)
Trespass on Church Property w/out Intent to Attend Service	South Main Street (x 2)
Aid & Abet in Commission of Grand Larceny	South Main Street
Possession of Burglary Tools	South Main Street
Grand Larceny	South Main Street
Interfere w/ Another's Property Rights	South Main Street
Brandish a Firearm	Muse Lane

Reckless Handling of a Firearm	Muse Lane
Shooting In a Public Place w/ No Injury	Muse Lane
Disorderly Conduct	Riverview Street
Domestic Assault	Greer Lane
Domestic Assault	Law Street
Simple Assault	Greer Lane
Simple Assault	Old Franklin Turnpike
Obtain Money by False Pretense	Old Franklin Turnpike (x 2)
Felony Shoplifting	Old Franklin Turnpike (x 2)
Shoplifting	Old Franklin Turnpike (x 36)
Warrant Service (Capias)	Grassy Hill Road (x 3)
Warrant Service (Capias)	East Court Street
Warrant Service (PB-15)	Grassy Hill Road (x 3)
Warrant Service (Felony)	Byrd Lane (x 3)
Warrant Service (Felony)	North Main Street
Warrant Service (Felony)	Meadow View Avenue
Extradition Warrant	Old Franklin Turnpike
Warrant Service (Misdemeanor)	Alder Lane
Warrant Service (Misdemeanor)	Byrd Lane
Warrant Service (Misdemeanor)	Old Franklin Turnpike
Warrant Service (Misdemeanor)	Summit Drive
Warrant Service (Failure to Appear)	North Main Street
Driving Suspended – DUI Related	Scuffling Hill Road
Temporary Detention Order	Floyd Avenue (x 2)
Emergency Custody Order	Floyd Avenue (x 3)
Emergency Custody Order	Diamond Avenue
Emergency Custody Order	Green Meadow Lane

Emergency Custody Order

Tanyard Road

Emergency Custody Order

West College Street

Emergency Custody Order

Donald Avenue

MONTHLY STAFF REPORT

DATE:	September 11, 2023
TO:	Rocky Mount Town Council
FROM:	Brian Schofield, Public Works Superintendent
DEPARTMENT:	Public Works Department
MONTH:	August 2023

1. Read meters (1 day)
2. Meter repairs: replaced touch pads, trimmed bushes, gasket leaks, and cleanouts.
3. Meter cutoffs: 24
4. Clean-up 5 days.
5. Cut trees along roads, sidewalks, and parks.
6. Sweeping streets throughout town.
7. Repaired, replaced, or unplugged eight sewer mains or laterals.
8. Repaired three water mains.
9. Repaired and/or replaced traffic lights and street signs.
10. Started Lead and Copper pot holing for investigation of water lines.
11. Demo two different types of traffic detection systems on traffic lights for a month.
12. Cleanup from major wind storms this month.
13. Asphalt patching as needed.
14. Continue to work on storm drains throughout town.
15. Ongoing exchanging out of new carts for citizens.
16. Mowing operations in full swing.
17. Mowing road shoulders throughout town.
18. Clean-up and repair of sewer line easements.
19. Finished new landscaping of the Municipal Building.
20. Started new steps at Mary Elizabeth Park.
21. Rewired gun range building and installed conduit for AEP to run electrical to building.
22. Installed a new crosswalk for Ply Gem on Pell Ave.

MONTHLY STAFF REPORT

MEETING DATE:	September 11, 2023
TO:	Rocky Mount Town Council
FROM:	Dennis Potter
DEPARTMENT:	Wastewater Treatment Plant
REPORT MONTH:	August, 2023

Average Daily Flow	0.587 MGD
Minimum TSS Reduction	98.3 %
Minimum BOD Reduction	98.7 %
Leachate (F.C. Landfill)	120,748 gallons
VPDES Violations	None
Sludge (Land filled @ F.C.)	57.63 Tons
Rain Total 4.6 inches	Snow Total 0 inches

The Wastewater Plant had 0 after hours alarms during the month of August.

The staff worked on regular maintenance at the plant and the pump stations.

The staff assisted Public Works by running camera to check some sewer lines for issues.

The staff installed a new pH meter in the influent channel.

The staff replaced 2 sets of brushes on clarifier #2.

New employee, Bradley Ashworth, completed his lab certification and is now able to work in the lab unsupervised.

I attended the VRWA's Leadership Symposium at The Hotel Roanoke.

Respectfully Submitted,

Dennis Potter

MONTHLY STAFF REPORT

DATE:	09/11/2023
TO:	Rocky Mount Town Council
FROM:	Michael K. Adkins – Water Superintendent
DEPARTMENT:	Water Department
MONTH:	August 2023

Operation and Production Summary:

The actual water production time (water filtering) for the entire month averaged 11 hours daily, yielding approximately 987,093 gallons daily. The rainfall for this month was 4.1 inches, as measured at the water treatment plant. Therefore, the Blackwater River flow continues to be adequate for regular operation.

Total Raw Water Pumped:	27.93 million gallons
Total Drinking Water Produced:	30.60 million gallons
Average Daily Production:	987,093 gallons per day
Ave Percent of Production Capacity:	49.35 %
Flushing of Hydrants/Tanks/FD Use:	858,309 + 50,000 F.D. gals = 908,309 gallons
Plant Process Water:	907,000 gallons (finished water used by the plant)
Bulk Water Sold @ W.T.P.:	1,595 gallons
Bulk Water used at PW Shop	15,962 gallons
Tank Cleanout/Drainage/Leak	200,000 gallons
WVWA Water	0.0 million gallons

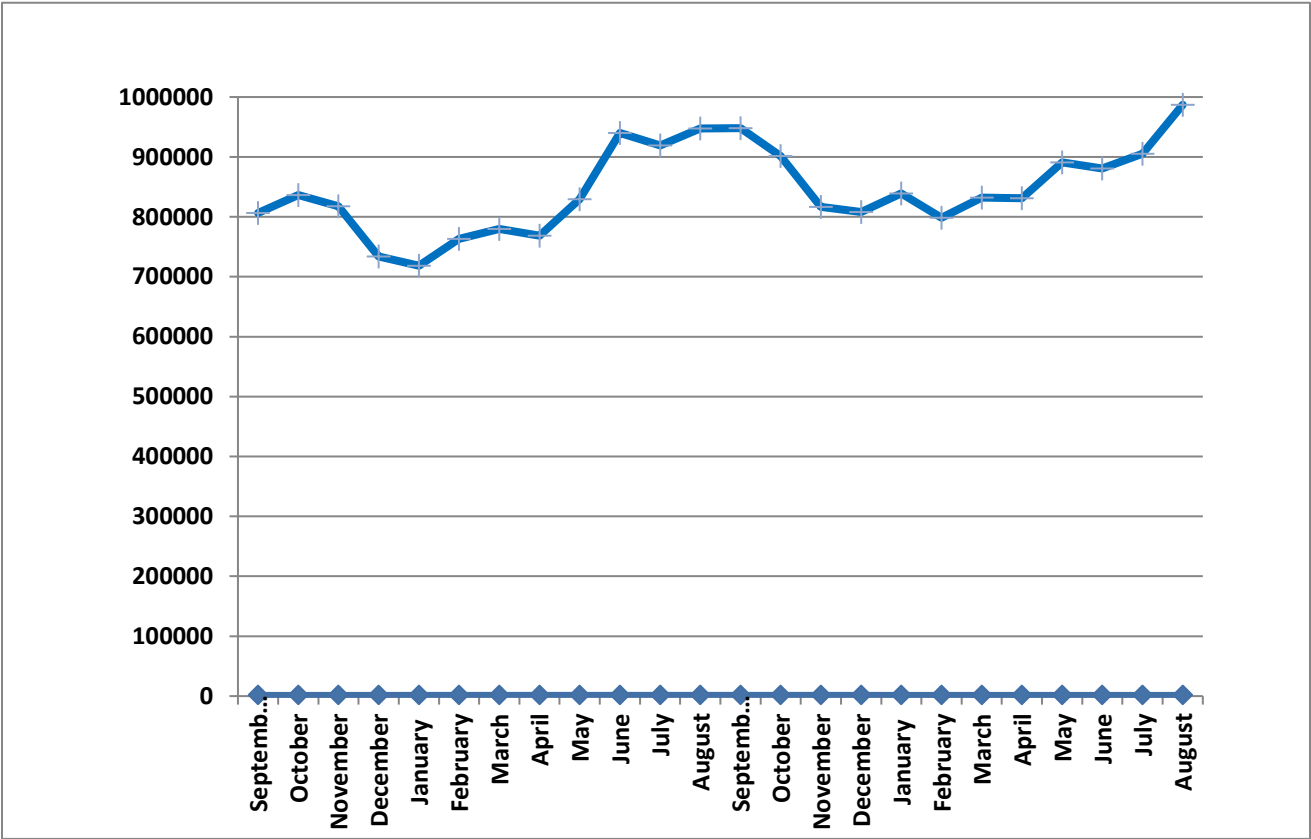
Testing:

- Our monthly (7 total) routine bacteriological samples were bacteria-free. Therefore, the Town continues to comply with all drinking water standards by E.P.A. requirements.
- We resumed the Auto-flushing program in April 2023. This process reduces TTHM and HAA5 and provides fresher, higher-quality water to lines with low usage and no circulation.
- Staff collected TTHM and HAA5 samples for 3rd quarter of 2023 and results were well below mandated safe levels.

Activities / Maintenance / Improvements

- The staff continued with our weekly checks of the chemical feeders, pump stations, equipment at tank sites, and monthly checklists around the plant, the river, and the dam. In addition, we continue to perform routine maintenance and groundskeeping.
- The interconnect with WVWA supplied 0.0 million gallons of water, which averages 0 gallons daily. Due to the low chlorine residual from WVWA, the connection has been cut off until the problem can be corrected. The connection has been off since June 2022.
- Staff and public works continued preliminary work on the Lead Service Line inventory list as required by the EPA. The staff has been entering information into the Iworqs database.
- SCADA contractor replaced surge protection on the PLC equipment at the water plant.
- Two staff members attended VA Tech Short School for water operators.
- Contractor cleaned and disinfected 220 North and Lower Grassy Hill tanks.
- The lead operator and Superintendent attended a leadership class by the Virginia Rural Water Association.

**Water Plant Production in Gallons Per Day
(September 2021 to August 2023)**



ITEM(S) TO BE CONSIDERED UNDER:
Public Hearing

FOR COUNCIL MEETING DATED:	September 11, 2023
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STAFF MAKING REQUEST:	Vincent Copenhaver, Finance Director
BRIEF SUMMARY OF REQUEST:	The Town's annual comprehensive financial report for the fiscal year that ended June 30, 2022, qualified for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Government Financial Reporting. From the attached notification letter for the award, "The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management." Since he came on board in May 2021, Finance Director, Vincent Copenhaver, has been working diligently to get the Town's annual financial statements and audits up to date. He and everyone else in the Finance Department have done an excellent job getting all of the Town's financial reporting done accurately and on time and this award is a testament to their hard work.
ACTION NEEDED:	No action is needed at this time

Attachment(s):

1. 2023.0911 200 Letter for GFOA Certificate of Achievement for Excellence in Financial Reporting
2. 2023.0911 200.1 News Release for GFOA Certificate

FOLLOW-UP ACTION:
(To be completed by the Town Clerk)



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

8/17/2023

Robert Wood
Manager
Town of Rocky Mount, Virginia

Dear Robert:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2022 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

8/17/2023

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Town of Rocky Mount** for its annual comprehensive financial report for the fiscal year ended June 30, 2022. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.

ITEM(S) TO BE CONSIDERED UNDER:
Public Hearing

FOR COUNCIL MEETING DATED:	September 11, 2023
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STAFF MAKING REQUEST:	Vincent Copenhaver, Finance Director
BRIEF SUMMARY OF REQUEST:	Anytime the Town receives additional revenue that exceeds 1% of the adopted budget, then a public hearing must be held by Town Council before the additional funds can be appropriated. The 1% threshold for the adopted 2023 budget is \$136,635. The attached list of supplemental budget appropriations shows additional revenues received by the Town as well as any use of fund balance and carryover funds from the prior fiscal year. The total requested supplemental appropriation is \$1,318,424.
ACTION NEEDED:	Staff respectfully requests Council approval of the attached supplemental appropriations

Attachment(s):

1. Supplemental Appropriations September 11, 2023

FOLLOW-UP ACTION: (To be completed by the Town Clerk)



Resolution No: 2023.015

Authorization to Revise Budgetary Appropriations

The Rocky Mount Town Council Does Hereby Authorize by Resolution the Following Supplemental Budget Appropriations on September 11, 2023 to the FY2022-2023 Budget

<u>Department</u>	<u>Purpose/Description</u>	<u>Account</u>	<u>Amount</u>
True up Department Budgets for the FY22-23 Fiscal Year:			
Town Manager			\$9,900
Passports			\$1,070
Volunteer Fire Department			\$33,129
Impound Lot			\$594
Streets			\$110
Mary Elizabeth Park			\$20
Mary Bethune Park			\$192
Municipal Building			\$36,359
Emergency Services Building			\$13,281
Cemetery Maintenance			\$248
Planning and Zoning			\$10,399
Community and Economic Development			\$41,122
Farmers Market			\$34,550
Harvester			\$6,295
Blighted Structures			-\$39,000
Finance			-\$45,000
Public Works Admin			-\$35,000
Board of Elections			-\$5,000
Town Attorney			-\$10,000
Community Dev	Electronic Benefit Transfer Revenue		-\$28,231
Revenues	Additonal Investment Income		-\$25,038
	Total Net True-Up		\$0
Community Dev	State of Good Repair Grant	13042061.61141	\$1,220,433
Community Dev	CDBG North Main Grant	16081060.53101	\$50,000
Community Dev	Tobacco Commission Grant for Cox Property	48600000.71046	\$44,940
Police	FY22 LOLE Grant	12031010.53311	\$3,051
	Total Supplemental Appropriations		\$1,318,424
	Amended FY2022-2023 Budget		\$14,571,853
	Amended FY2022-2023 After 9/11/23 Appropriations		\$15,890,277

Given Under My Hand, This 11th day of September, 2023:

C. Holland Perdue, III, Mayor

Attest:

Rebecca H. Dillon, Town Clerk

Client: TOWN OF ROCKY MOUNT
Phone: 5404837660

Pavor : TOWN OF ROCKY MOUNT
Phone: 5404837660

Account: 6109320
Address: 345 DONALD AVENUE
ROCKY MOUNT VA 24151

Account: 6109320
Address: 345 DONALD AVENUE
ROCKY MOUNT VA 24151

Sales Rep cearly
Acct Rep kmays
Ordered By Rebecca H. Dillon
Fax:
EEmail: rdillon@rockymountva.org

Total Amount \$107.28
Payment Amount \$0.00

Amount Due \$107.28
Tax Amount: 0.00
Payment Meth: Invoice - Statement

Tear Sheets

Proofs

Affidavits

PO Number:

0

0

1

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Ad Type CLS Legal Liner
Ad Size 2 X 23 li
Color \$0.00

Production Method

AdBooker (liner)

Production Notes

Product and Zone FNP thefranklinnews.com
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Position Legal Notices
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Run Dates 9/ 1/2023, 9/ 2/2023, 9/ 3/2023, 9/ 4/2023, 9/ 5/2023, 9/ 6/2023, 9/ 7/2023, 9/ 8/2023, 9/ 9/2023, 9/10/2023

Product and Zone FNP Franklin News-Post
Placement C-Legal Ads
Position Legal Notices
Inserts 1

Run Schedule Invoice Text: PUBLIC NOTICE TOWN OF ROCKY MOUNT, VIRGINIA A

Run Dates 9/ 1/2023

TagLine: PUBLICNOTICETOWNOFROCKYMOUNTVIRGINIAAHEARINGONAMENDMENTSTOTHEFY20222023BUDGETPURSUANTTOSECTION1522507OFTHECODEOFVIRGINIAASAMENDE

Ad Content Proof

Note: Ad size does not reflect actual ad

PUBLIC NOTICE TOWN OF ROCKY MOUNT, VIRGINIA A HEARING ON AMENDMENTS TO THE FY 2022-2023 BUDGET

Pursuant to Section 15.2-2507 of the Code of Virginia, as amended, on **Monday, September 11, 2023, at approximately 6:00 p.m.**, the Rocky Mount Town Council will conduct a hearing on amending the FY2022-2023 Town budget at the Town Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia.

The current FY 2022-2023 budget is \$14,571,853. The FY22-23 budget needs to be amended by a total of \$1,318,424 to appropriate additional grant funds received by the Town. The new adjusted budget total is \$15,890,277. A summary of the proposed budget amendment is on file in the Finance Department at the Town Municipal Building.

Rebecca H. Dillon, CMC
Town Clerk
Town of Rocky Mount

ITEM(S) TO BE CONSIDERED UNDER:
Public Hearing

FOR COUNCIL MEETING DATED:	September 11, 2023
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STAFF MAKING REQUEST:	Vincent Copenhaver, Finance Director
BRIEF SUMMARY OF REQUEST:	Anytime the Town receives additional revenue that exceeds 1% of the adopted budget, then a public hearing must be held by Town Council before the additional funds can be appropriated. The 1% threshold for the adopted 2024 budget is \$158,601. The attached list of supplemental budget appropriations shows additional revenues received by the Town as well as any use of fund balance and carryover funds from the prior fiscal year. The total requested supplemental appropriation is \$5,391,695.
ACTION NEEDED:	Staff respectfully requests Council approval of the attached supplemental appropriations.

Attachment(s):

1. Supplemental Appropriations September 11, 2023

FOLLOW-UP ACTION: (To be completed by the Town Clerk)



Resolution No: **2023.016**

Authorization to Revise Budgetary Appropriations

The Rocky Mount Town Council Does Hereby Authorize by Resolution the Following Supplemental Budget Appropriations on September 11, 2023 to the FY2023-2024 Budget

<u>Department</u>	<u>Purpose/Description</u>	<u>Account</u>	<u>Amount</u>
Police	Community Policing Grant	12031015.54215	\$2,500
Police	Va State Police HEAT Grant	12031015.54211	\$12,409
Police	Carryover Funds for Computers & Cameras	12031010.61112	\$14,811
Volunteer Fire Dept	Bike Race Standby Reimbursement	12032020.53341	\$4,030
Finance	Budget Borrowing Proceeds		\$5,150,000
Finance	Budget Interest Payment on \$5,150,000		\$156,091
Police	Food Drive Donation	12031010.54216	\$30
Police	Community Policing Donation	12031015.54215	\$30
Police	Food Drive Carryover from FY22-23	12031010.54216	\$1,544
	Total Advertised Supplemental Appropriations		\$5,341,445
	Original FY2023-2024 Budget		\$15,860,147
	Amended FY2023-2024 After 9/11/23 Appropriations		\$21,201,592
Police	Community Outreach Donation	120131015.55213	\$50,000
Police	Community Outreach Donation	12031010.54215	\$250

Given Under My Hand, This 11th day of September, 2023:

C. Holland Perdue, III, Mayor

Attest:

Rebecca H. Dillon, Town Clerk

Client: TOWN OF ROCKY MOUNT
Phone: 5404837660

Pavor : TOWN OF ROCKY MOUNT
Phone: 5404837660

Account: 6109320
Address: 345 DONALD AVENUE
ROCKY MOUNT VA 24151

Account: 6109320
Address: 345 DONALD AVENUE
ROCKY MOUNT VA 24151

Sales Rep cearly
Accnt Rep kmays
Ordered By Rebecca H. Dillon
Fax:
EEmail: rdillon@rockymountva.org

Total Amount \$113.72
Payment Amount \$0.00

Amount Due \$113.72
Tax Amount: 0.00
Payment Meth: Invoice - Statement
Tear Sheets 0
Proofs 0
Affidavits 1
PO Number:

Ad Number 0001441117-01
Ad Type CLS Legal Liner
Ad Size 2 X 25 li
Color \$0.00

Production Method
AdBooker (liner)

Production Notes

Product and Zone FNP thefranklinnews.com
Placement C-Legal Ads
Position Legal Notices
Inserts 10
Run Schedule Invoice Text: PUBLIC NOTICE TOWN OF ROCKY MOUNT, VIRGINIA A
Run Dates 9/ 1/2023, 9/ 2/2023, 9/ 3/2023, 9/ 4/2023, 9/ 5/2023, 9/ 6/2023, 9/ 7/2023, 9/ 8/2023, 9/ 9/2023, 9/10/2023

Product and Zone FNP Franklin News-Post
Placement C-Legal Ads
Position Legal Notices
Inserts 1
Run Schedule Invoice Text: PUBLIC NOTICE TOWN OF ROCKY MOUNT, VIRGINIA A
Run Dates 9/ 1/2023

TagLine: PUBLICNOTICETOWNOFROCKYMOUNTVIRGINIAAHEARINGONAMENDMENTSTOTHEADOPTEDFY20232024BUDGETPURSUANTTOSECTION1522507OFTHECODEOFVIRGINIAA

Ad Content Proof
Note: Ad size does not reflect actual ad

PUBLIC NOTICE TOWN OF ROCKY MOUNT, VIRGINIA A HEARING ON AMENDMENTS TO THE ADOPTED FY 2023-2024 BUDGET

Pursuant to Section 15.2-2507 of the Code of Virginia, as amended, on Monday, September 11, 2023, at approximately 6:00 p.m., the Rocky Mount Town Council will conduct a hearing on amending the adopted FY2023-2024 Town budget at the Town Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia.

The original FY 2023-2024 budget was adopted in the amount of \$15,860,147. The FY22-23 budget needs to be amended by a total of \$5,341,445 to appropriate funds received by the Town for additional Police Department grants, Donations and Borrowing Proceeds. The new adjusted budget total is \$21,201,592. A summary of the proposed budget amendment is on file in the Finance Department at the Town Municipal Building.

Rebecca H. Dillon, CMC
Town Clerk
Town of Rocky Mount

ITEM(S) TO BE CONSIDERED UNDER:
Public Hearing

FOR COUNCIL MEETING DATED:	September 11, 2023
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STAFF MAKING REQUEST:	Robert J. Wood, Town Manager
BRIEF SUMMARY OF REQUEST:	Transfer referenced property to the Town of Rocky Mount Economic Development Authority. The attached plat of survey shows the revised sub-dividing of the Cox Property into three tracts. Tract 1 is currently vacant and runs parallel to US Route 220; Tract 2 is the newly created tract that will eventually be transferred as part of the relocation of the ready mix plant; and Tract 3 wraps around the cul-de-sac and includes the police department's impound lot. Transferring the property to the EDA gives the Town more flexibility with the property for the future as EDA's were created to help promote economic development. The Town Council will still have final say with regard to future uses for the parcels.
ACTION NEEDED:	Direct staff to execute necessary documents to transfer property to the EDA.

Attachment(s):

1. 2023.0911 302 Ad - PH Disposition of Real Property
2. 2023.0911 302 Newspaper Order Confirmation
3. 2023.0911 302.3 Revised Weaver Street Plat for Disposition of Real Property Tax Map #204.00-385.00

FOLLOW-UP ACTION:
(To be completed by the Town Clerk)

Ad Content Proof

Note: Ad size does not reflect actual ad

**TOWN OF ROCKY MOUNT
NOTICE OF PUBLIC HEARING
DISPOSITION OF REAL PROPERTY**

The Town Council of the Town of Rocky Mount gives notice to all interested parties that the Town Council will hold a public hearing on September 11, 2023, at 6:00 o'clock p.m., or as soon thereafter as practical, in the Council Chambers of the Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia, to consider disposition of real property located at 755 Weaver Street in the Town of Rocky Mount, identified as Tax Map Number 204.00-385.00 according to the current Land Books of Franklin County.

Specific reference is made to Section 15.2-1800 of the Code of Virginia (1950), as amended, which grants the legal authority for the disposition.

Information concerning the disposition is available for examination by the public at the Office of the Town Manager, Rocky Mount Municipal Building, 345 Donald Avenue, Rocky Mount, Virginia.

Upon the completion of the public hearing, the Council intends to transfer and convey the real property to the Economic Development Authority of the Town of Rocky Mount, Virginia.

Any person wishing to comment may do so by submitting written responses and objections in writing to the Town Clerk. Mail written responses to: Town of Rocky Mount, Attention: Rebecca Dillon, 345 Donald Avenue, Rocky Mount, VA 24151. Emailed responses must be sent to rdillon@rockymountva.org by September 11, 2023, at 12:00 o'clock noon, in order to be included in the record.

Town of Rocky Mount, Town Manager's Office,
Rebecca H. Dillon, Town Clerk Phone: 540-483-7660

Client: TOWN OF ROCKY MOUNT
Phone: 5404837660

Pavor : TOWN OF ROCKY MOUNT
Phone: 5404837660

Account: 6109320
Address: 345 DONALD AVENUE
ROCKY MOUNT VA 24151

Account: 6109320
Address: 345 DONALD AVENUE
ROCKY MOUNT VA 24151

Sales Rep cearly
Accnt Rep kmays
Ordered By Rebecca Dillon

Fax:
Email: rdillon@rockymountva.org

Total Amount \$145.92
Payment Amount \$0.00

Amount Due	\$145.92	<u>Tear Sheets</u>	<u>Proofs</u>	<u>Affidavits</u>	<u>PO Number:</u>
Tax Amount:	0.00	0	0	1	
Payment Meth: Invoice - Statement					

<u>Ad Number</u>	<u>Ad Type</u>	<u>Ad Size</u>	<u>Color</u>
0001442337-01	CLS Legal Liner	2 X 35 li	\$0.00

Production Method
AdBooker (liner)

Production Notes

<u>Product and Zone</u>	<u>Placement</u>	<u>Position</u>	<u># Inserts</u>
FNP thefranklinnews.com	C-Legal Ads	Legal Notices	10

Run Schedule Invoice Text: TOWN OF ROCKY MOUNT NOTICE OF PUBLIC HEARING

Run Dates 9/ 1/2023, 9/ 2/2023, 9/ 3/2023, 9/ 4/2023, 9/ 5/2023, 9/ 6/2023, 9/ 7/2023, 9/ 8/2023, 9/ 9/2023, 9/10/2023

<u>Product and Zone</u>	<u>Placement</u>	<u>Position</u>	<u># Inserts</u>
FNP Franklin News-Post	C-Legal Ads	Legal Notices	1

Run Schedule Invoice Text: TOWN OF ROCKY MOUNT NOTICE OF PUBLIC HEARING

Run Dates 9/ 1/2023

TagLine: TOWNOFROCKYMOUNTNOTICEOFPUBLICHEARINGDISPOSITIONOFPREALPROPERTYTHETOWNCOUNCIL
ILOFTHETOWNOFROCKYMOUNTGIVESNOTICETOALLINTERESTEDPARTIES

CURRENT OWNER - TOWN OF ROCKY MOUNT
DB 830, PG 808

REFERENCE - TAX No. 204-385
PLAT: DB 830, PG 808

ZONED - M2 INDUSTRIAL

NOTES:

ALL IRON RODS SET ARE 5/8" REBAR.

THIS SURVEY WAS PERFORMED WITHOUT THE
BENEFIT OF A TITLE REPORT AND THEREFORE
MAY NOT INDICATE ALL ENCUMBRANCES
UPON THE PROPERTY.

THIS IS TO CERTIFY THAT THE PROPERTY
SHOWN HEREON IS NOT LOCATED WITHIN
THE 100 YEAR FLOOD ZONE AS DETERMINED BY THE
DEPARTMENT OF HOMELAND SECURITY AND F.E.M.A.
ZONE X, FIRM 51067C0195C, DATED 12-16-08

THIS IS TO CERTIFY THAT ON AUGUST 25
2023, AN ACCURATE SURVEY WAS MADE OF THE
PREMISES SHOWN HEREON AND THAT THERE
ARE NO EASEMENTS OR ENCROACHMENTS VISIBLE
ON THE GROUND OTHER THAN THOSE SHOWN
HEREON.

PRIOR TO THE IMPROVEMENT OF ANY LOT
IN THE TOWN, THE PLANNING DEPARTMENT
SHALL BE CONTACTED CONCERNING, BUT
NOT LIMITED TO, THE CURRENT ZONING,
BUILDING SET BACK REQUIREMENTS, WATER
OR SEWER SYSTEMS, HEALTH DEPARTMENT
REQUIREMENTS, EROSION & SEDIMENT
CONTROL REQUIREMENTS, AND PRIVATE STREETS.

APPROVAL

TOWN OF ROCKY MOUNT

THE TOWN OF ROCKY MOUNT DOES NOT APPROVE
OR ENFORCE RESTRICTIVE COVENANTS

OWNER'S CERTIFICATE AND NOTARIZATION

KNOW ALL MEN BY THESE PRESENTS, that I,
_____, Authorized Representative for the Town
of Rocky Mount, owner of the property shown on this plat, do hereby
dedicate to public use the Street / Public Utility Easement as shown
hereon. I further certify that James T. Riddle, LS, surveyed and made this
plat with my own free will and consent, and all of the subdivided parcels
as are within the boundaries of property conveyed to the Town of Rocky
Mount by Deed recorded in Deed Book 830, Page 808, Franklin County.

Town of Rocky Mount
Authorized Representative

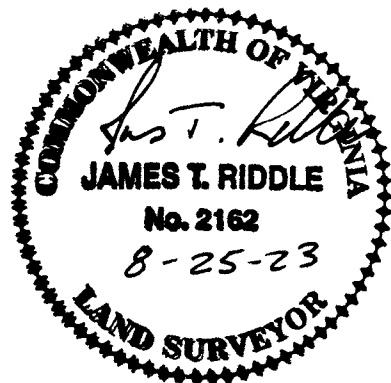
Signature _____ Printed Name _____ Title _____ Date _____

State of _____
of _____

I, _____, a Notary Public in and for the
aforesaid State do hereby certify that _____, whose
name is signed to the foregoing writing, has personally appeared before
me and acknowledged the same in my aforesaid jurisdiction on this
_____ day of _____, 20____.

Notary Public _____ My Commission Expires _____

I HEREBY CERTIFY, TO THE BEST OF MY
KNOWLEDGE AND BELIEF, THAT ALL OF THE
REQUIREMENTS OF TOWN COUNCIL AND
ORDINANCES OF THE TOWN OF ROCKY MOUNT
VIRGINIA, REGARDING THE PLATTING OF
SUBDIVISIONS WITHIN THE TOWN
HAVE BEEN MET.



Now or Formerly
CHAMPION MODULAR, LLC
DB 1084, PG 234
TAX No. 204-384
ZONED: M1

Now or Formerly
HTI PROPERTIES, LLC
DB 1068, PG 669
TAX No. 204-384.2
ZONED: M1

Now or Formerly
BARN AGAIN, LLC
DB 1121, PG 2215
PLAT: DB 617, PG 1615
TAX No. 204-386
ZONED: M2

Now or Formerly
TRINITY PACKAGING
CORPORATION
TAX No. 204-387
ZONED: M2

20' SEWER EASEMENT
DB 387, PG 1437

LINE TABLE		
COURSE	BEARING	DISTANCE
L-1	N 90°00'00"W	352.61'
L-2	N 90°00'00"E	196.12'
L-3	N 90°00'00"E	30.00'

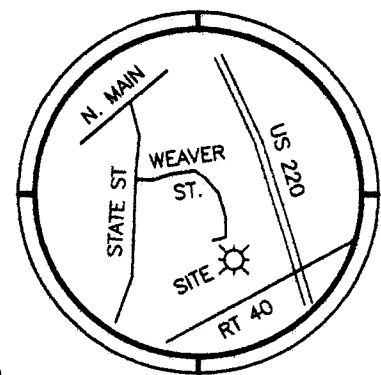
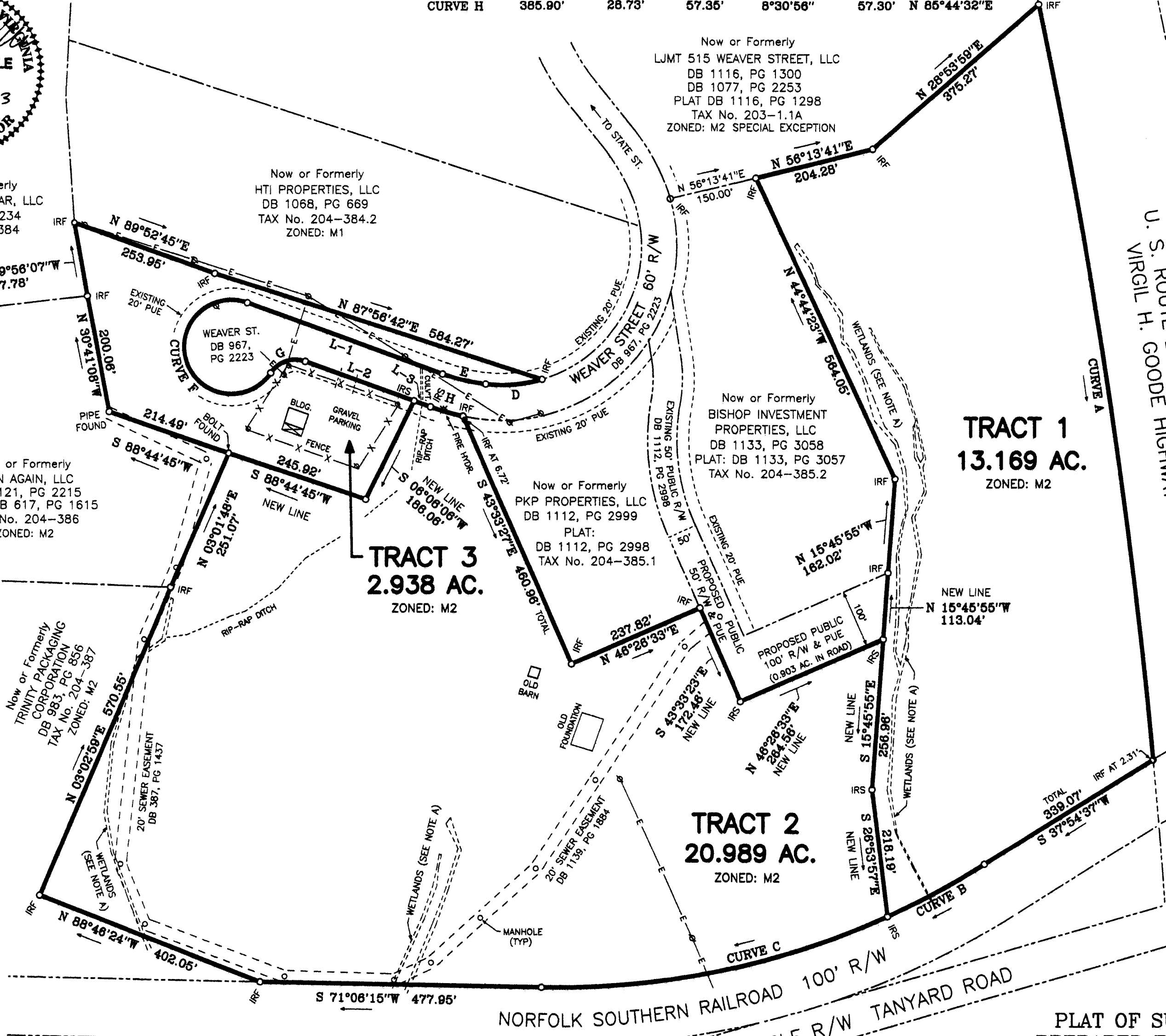
CURVE TABLE									
CURVE	RADIUS	TANGENT	LENGTH	DELTA	CHORD	CH.BEARING			
CURVE A	11384.88'	651.50'	1301.58'	6°33'01"	1300.87'	S 28°34'40"E			
CURVE B	1367.67'	93.79'	187.28'	7°50'45"	187.14'	S 41°49'59"W			
CURVE C	1367.67'	307.57'	605.07'	25°20'53"	600.15'	S 58°25'48"W			
CURVE D	237.00'	48.90'	96.44'	23°18'58"	95.78'	S 65°02'18"W			
CURVE E	325.90'	38.05'	75.75'	13°19'08"	75.58'	S 83°20'27"W			
CURVE F	80.00'	101.19'	358.36'	256°39'27"	125.51'	S 38°19'44"E			
CURVE G	50.00'	39.53'	66.90'	76°39'27"	62.02'	S 51°40'16"E			
CURVE H	385.90'	28.73'	57.35'	8°30'56"	57.30'	N 85°44'32"E			

Now or Formerly
LJMT 515 WEAVER STREET, LLC
DB 1116, PG 1300
DB 1077, PG 2253
PLAT DB 1116, PG 1298
TAX No. 203-1.1A
ZONED: M2 SPECIAL EXCEPTION

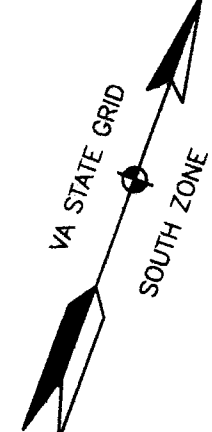
Now or Formerly
BISHOP INVESTMENT
PROPERTIES, LLC
DB 1133, PG 3058
PLAT: DB 1133, PG 3057
TAX No. 204-385.2

Now or Formerly
PKP PROPERTIES, LLC
DB 1112, PG 2999
PLAT:
DB 1112, PG 2998
TAX No. 204-385.1

PROPOSED PUBLIC
100' R/W & PUE
(0.903 AC. IN ROAD)



LOCATION MAP



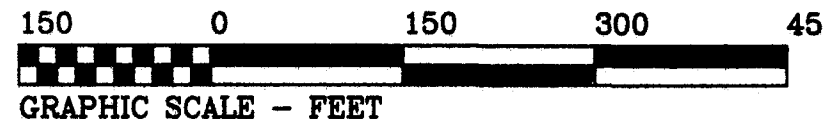
U. S. ROUTE 220 VARIABLE R/W
VIRGIL H. GOODE HIGHWAY

LEGEND

- IRS = IRON ROD SET
- IRF = IRON ROD FOUND
- U = UTILITY POLE
- PUE = PUBLIC UTILITY EASEMENT

CORNERSTONE LAND SURVEYING, INC.
250 SOUTH MAIN STREET
P. O. BOX 779
ROCKY MOUNT, VIRGINIA 24151
540-489-3590

NOTE "A"
WETLANDS DELINEATED BY OTHERS
AND LOCATED ON OCTOBER 21, 2010



PLAT OF SURVEY
PREPARED FOR THE
TOWN OF ROCKY MOUNT
LOCATED IN
TOWN OF ROCKY MOUNT
FRANKLIN COUNTY, VIRGINIA
AUGUST 25, 2023
SCALE 1" = 150'
REVISED: 9-6-23
FIELD BK 668, JOB No. 23214, DRAWING No. C-4795

ITEM(S) TO BE CONSIDERED UNDER:
New Business

FOR COUNCIL MEETING DATED:	September 11, 2023
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STAFF MAKING REQUEST:	Kevin Adkins, Water Plant Superintendent
BRIEF SUMMARY OF REQUEST:	The 22 mud valves to be replaced are located in the sedimentation basin at the water plant and are the original valves dating back to 1983. Staff had budgeted \$125,000 for their replacement as part of the Town's CIP. Working with Thompson and Litton Engineers to create and advertise an RFP, bids were opened on August 30, 2023 and Premier Group, Ltd. was the lowest responsive bid. With inflation and contingency included in all bids, the total cost of valve replacement is \$238,056. This number includes \$58,394 in contingency in case there are issues removing the 22 submerged valves to be replaced and they have to be chipped or chiseled out with a hammer, thus increasing labor costs. Staff recommends that the additional funding needed to complete this project come from Town reserve funds.
ACTION NEEDED:	Reject or Accept the lowest bid for the mud valve replacement

Attachment(s):

1. 17193 Bid Evaluation Letter

FOLLOW-UP ACTION:
(To be completed by the Town Clerk)

September 6, 2023

Mr. Kevin Adkins
Water Plant Superintendent
Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151

Re: Rocky Mount Water Treatment Plant
Mud Valve Replacement
T&L Project No. 17193

Dear Mr. Adkins:

Bids for the above referenced project were received until 2:00 P.M. on Wednesday August 30, 2023, opened publicly, and read aloud at the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia 24151.

Thompson & Litton has reviewed the bids to formulate an opinion of the contractors' responsiveness with respect to the scope of work advertised. The following bids were received:

CONTRACTOR	TOTAL BID	DIFFERENCE	% DIFFERENCE
Engineer's Estimate	\$ 132,875.00	N/A	N/A
Premier Group, Ltd.	\$ 179,662.00	\$ 46,787.00	35.21%
Waco, Inc.	\$ 261,160.00	\$ 128,285.00	96.55%
WGK Construction, LLC	\$ 278,200.00	\$ 145,325.00	109.37%

Upon conducting a review and evaluation of the base bids, it appears that the bids were responsive and consistent in all material aspects with the terms of the invitation.

Premier Group, Ltd. submitted the lowest bid in the amount of \$ 179,662.00. Based on the information provided by Premier Group, Ltd., it is our opinion that they are responsible and have the necessary construction capability to satisfactorily construct this project within the respective contract time frames.

Thompson & Litton recommends that the Town of Rocky Mount consult with its financial advisor and legal counsel for their respective input and recommendations regarding this bid, as well as any other criteria that they may feel are appropriate in making a final determination of award.

As we have discussed, the bid schedule included a contingency item for both the 14-inch mud valves and the 12-inch mud valves in the event the valves cannot be removed by conventional methods. If all of the



Mr. Kevin Adkins
Rocky Mount WTP
Mud Valve Replacement
September 6, 2023
Page 2

mud valves have to be removed utilizing the contingency item, the additional construction cost will be \$58,394.00 for a potential total construction cost of \$238,056.00. For comparison purposes, if all of the mud valves have to be removed utilizing the contingency item, the engineer's estimate is \$205,875.00.

A copy of the Attendance Record, Bids Received Form, Bid Tabulation, and the Bid Package of the lowest Bidder are enclosed for your review.

Please contact us if you need further information or have questions regarding our evaluation.

Sincerely,

Timothy A. Mullins, PE
Director of Transportation & Utilities

Enclosures: Attendance Record
 Bids Received Form
 Bid Tabulation
 Bid Package: Premier Group, Ltd.



THOMPSON
& LITTON

BID OPENING
ATTENDANCE RECORD
WEDNESDAY, AUGUST 30, 2023; 2:00 P.M.

Rocky Mount WTP Improvements - Mud Valve Replacement
For

Rocky Mount, Virginia
T&L Project No. 17193

NAME	COMPANY	WORK NUMBER	MOBILE NUMBER	EMAIL ADDRESS
Tim Mullins	Thompson & Litton, Inc.	423-989-9491	276-614-5526	tmullins@T-L.com
Kevin Adkins	Town Of Rocky Mount	540-483-5747		kadkins@rockymountva.org
Brandon Mitchell	Town of Rocky Mount	540-983-5777		bmitchell@rockymountva.org
Jay Nash	W&S, Inc.	540-967-5161		jnash@wainc.net
Andy Gregson	W&K Construction	571-722-4138		agregson@w&kconstruction.com



THOMPSON
& LITTON

PROJECT:
T&L PROJECT NO.:
OWNER:
BIDS OPENED:

Rocky Mount WTP - Mud Valve Replacement
17193
Rocky Mount, Virginia
August 30, 2023 - 2:00 PM

BIDS RECEIVED FORM

CONTRACTORS	VA. REG. NO.	BID SECURITY (Y/N)	ADDENDUM NO. 001 ACKNOWLEDGED (Y/N)	VDH Attachment 1 (Y/N)	VDH Attachment 3 (Y/N)	BASE BID
Premier Group Ltd.	2705175801 A	Y	Y	Y	Y	\$ 179,662 ⁰⁰ / _—
WGK CONSTRUCTION LLC	2705167118 H/HCSB ^A	Y	Y	Y	Y	\$ 278,200 ⁰⁰ / _—
Waco Incorporated	2701007061 A	Y	Y	Y	Y	\$ 261,160 ⁰⁰ / _—

Tim Muller
08-30-23

OWNER: Town of Rocky Mount BID OPENING DATE: August 30, 2023 PROJECT NAME: Rocky Mount WTP - Mud Valve Replacement				BID TABULATION T&L PROJECT NO. 17193									
ITEM	DESCRIPTION	A/E ESTIMATE				1ST LOW BIDDER - PREMIER GROUP, LTD.		2ND LOW BIDDER - WACO, INCORPORATED		3RD LOW BIDDER - WGK CONSTRUCTION, LLC			
		UNIT	UNIT PRICE	QTY.	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE		
1	14-inch Mud Valve, extension stem, stem guide, operating nut, including removing and disposing of old valve, complete, in place.	EA.	\$6,600.00	12	\$79,200.00	\$8,623.00	\$103,476.00	\$12,480.00	\$149,760.00	\$11,600.00	\$139,200.00		
2	12-inch Mud Valve, extension stem, stem guide, operating nut, including removing and disposing of old valve, complete, in place.	EA.	\$4,080.00	10	\$40,800.00	\$5,660.00	\$56,600.00	\$9,270.00	\$92,700.00	\$11,600.00	\$116,000.00		
3	Additional cost for 14-inch Mud Valve removal when existing bolts and seats cannot be removed by conventional methods, complete, in place.	* EA.	\$4,000.00	1	\$4,000.00	\$2,672.00	\$2,672.00	\$6,800.00	\$6,800.00	\$10,000.00	\$10,000.00		
4	Additional cost for 12-inch Mud Valve removal when existing bolts and seats cannot be removed by conventional methods, complete, in place.	* EA.	\$2,500.00	1	\$2,500.00	\$2,633.00	\$2,633.00	\$6,700.00	\$6,700.00	\$10,000.00	\$10,000.00		
5	Mobilization and Temporary Facilities.	L.S.	\$6,375.00	1	\$6,375.00	\$14,281.00	\$14,281.00	\$5,200.00	\$5,200.00	\$3,000.00	\$3,000.00		
TOTALS:					\$132,875.00	35.21%	\$179,662.00	96.55%	\$261,160.00	109.37%	\$278,200.00		

THIS BID TAB WAS PREPARED AND CERTIFIED
BY Timothy A. Mullins. P.E.
OF THOMPSON & LITTON
TODAY'S DATE: SEPTEMBER 5, 2023

LOW BID \$179,662.00
HIGH BID \$278,200.00
AVERAGE \$239,674.00
ENG EST. \$132,875.00

\$46,787.00
\$128,285.00
\$145,325.00

BID FORM

PROJECT IDENTIFICATION: **Rocky Mount Water Treatment Plant Improvements
Mud Valve Replacement
for
Town of Rocky Mount, Virginia**

CONTRACT IDENTIFICATION AND NUMBER: **T&L Project No. 17193**

ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

Physical Address:

Town of Rocky Mount
345 Donald Avenue
Rocky Mount, Virginia 24151

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 90 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.
- 2.02 Bidder will sign and deliver the required number of counterparts of the Agreement with the Bonds and other documents required by the Bidding Requirements within the timeframe presented in the Instructions to Bidders.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum Date</u>
001	08/21/2023

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder’s safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4 – BIDDER’S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. “corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 - 2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 - 4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

BID SCHEDULE – BASE BID

The undersigned hereby proposes and agrees to furnish all the necessary labor, materials, equipment, tools, and services for the construction required for this Project in accordance with the Plans, Specifications, and other Contract Documents prepared by Thompson & Litton, at the prices stated below. These prices are to cover all expenses to complete the Work and make it fully operational in accordance with the Contract Documents. Total Bid Amounts shall be stated in both words and figures. In case of a discrepancy, words shall govern. The undersigned agrees that the prices below are the balanced figures used in preparing the Bid and further agrees, if awarded the Contract, to furnish an itemized breakdown of costs for any Bid Item. All line items must be completed, and prices must be totaled on last page of each applicable Bid Schedule.

ITEM NO.	QTY.	DESCRIPTION	UNIT	UNIT PRICE	TOTAL PRICE
1	12	14-inch Mud Valve, extension stem, stem guide, operating nut, including removing and disposing of old valve, complete, in place.	EA.	\$ 8,623.00	\$ 103,476.00
2	10	12-inch Mud Valve, extension stem, stem guide, operating nut, including removing and disposing of old valve, complete, in place.	EA.	\$ 5,660.00	\$ 56,600.00
3	1	Additional cost for 14-inch Mud Valve removal when existing bolts and seats cannot be removed by conventional methods, complete, in place.	* EA.	\$ 2,672.00	\$ 2,672.00
4	1	Additional cost for 12-inch Mud Valve removal when existing bolts and seats cannot be removed by conventional methods, complete, in place.	* EA.	\$ 2,633.00	\$ 2,633.00
5	---	Mobilization and Temporary Facilities.	L.S.	\$ 14,281.00	\$ 14,281.00

*Contingency Items

Unit Prices have been computed in accordance with Paragraph 13.01B of the General Conditions.

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

TOTAL BASE BID \$ 179,662.00

(One hundred seventy-nine thousand six hundred sixty two and 0/100 -----DOLLARS)

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are submitted with and made a condition of this Bid:
- A. Required Bid security;
 - B. Evidence of authority to do business in the state of the Project;
 - C. Certification of Bidder Regarding Debarment by Agency of the Commonwealth of Virginia; and
 - D. Commonwealth of Virginia Workers Compensation Certificate of Coverage.
 - E. VDH-Drinking Water Funding Contract Inserts
 - 1. Attachment 1 MBE/WBE Compliance Checklist
 - 2. Attachment 2 Instructions to Bidders/Offerors DBE Requirements
 - 3. Attachment 3 Bidder Compliance Statement/Certification Regarding Equal Employment Opportunity

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

BIDDER: *[Indicate correct name of bidding entity]*

Premier Group Limited

By:

[Signature]



[Printed name] Sean McKlarney, President

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

[Signature]



[Printed name]

Stacy Baker

Title:

Project Coordinator

Submittal Date:

08/28/2023

Address for giving notices:

P.O. Box 532

Peterstown, WV 24963

Telephone Number:

(888) 667-6166

Fax Number:

n/a

Contact Name and e-mail address:

Sean McKlarney

sean@premiergrouppltd.com

Bidder's License No.:

2705175801

☐ I/we elect to use an Escrow Account Procedure for utilization of the Owner's retainage funds.

State Contractor License No.



West Virginia Articles of Incorporation

Business Legal Name:
Premier Group Limited

For filing with the West Virginia Secretary of State
a Business for West Virginia Partner
tel: (304) 558-8000

Business Legal Name	Premier Group Limited
Submitted Date	07/06/2019
Registration Type	New Business 2
Registrant Type	A business formed in West Virginia.
Charter Type	Domestic
Class	For Profit
Organization Type	Corporation
County	Monroe
WV Effective Date	07/06/2019
Business Legal Purpose	To engage in construction, sales, real estate acquisition, and any other lawful purpose.
Shares of Authorized Stock	1
Par Value	\$25
Total Authorized Capital Stock	\$25.00
Primary Business Location	RR 2 P O Box 940-1C Peterstown , WV 24963 Phone #: (304)646-3356 County: Monroe RR 2 P O Box 940-1C Peterstown , WV 24963
Tax Return Mailing Address	Timothy McKlarney RR 2 P O Box 940-1C Peterstown , WV 24963
Agent of Process	RR 2 P O Box 940-1C Peterstown , WV 24963 Timothy McKlarney Title: President RR 2 P O Box 940-1C Peterstown , WV 24963
Principal Office	Timothy McKlarney RR 2 P O Box 940-1C Peterstown , WV 24963
Officer Information	ALL NEW 2362 Nonresidential Building Constructio 236220 - Commercial and Institutional Building Construction
Incorporator Information	Yes
Source of Business	No
Primary Business Class	No
Business Activity Public?	No
Offer credit services?	No
Purchase future payments?	No
Are you a scrap metal dealer or recycler?	No
Veteran-Owned organization?	No
Company Website Address	





West Virginia Articles of Incorporation

Business Legal Name:
Premier Group Limited

For filing with the West Virginia Secretary of State
a Business for West Virginia Partner
tel: (304) 558-8000

I certify the information provided is true. I further certify that I am duly authorized to file this document on behalf of this organization as required by West Virginia Code. I agree that the electronic entry of my name below represents my signature and authorization for this filing.

Timothy S McKlarney

Authorized By

INCORPORATOR

Capacity

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON

02-28-2025

NUMBER

2705175801

BOARD FOR CONTRACTORS
CLASS A CONTRACTOR
CLASSIFICATIONS CBC H/H RBC



WV PREMIER GROUP LIMITED
PO BOX 532
PETERSTOWN, WV 24963



Dimitrios J. Mela
Dimitrios J. Mela Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

(DETACH HERE)



COMMONWEALTH of VIRGINIA
Department of Professional and Occupational Regulation

CLASS A BOARD FOR CONTRACTORS
CONTRACTOR

CLASSIFICATIONS CBC H/H RBC

NUMBER: 2705175801 EXPIRES: 02-28-2025

WV PREMIER GROUP LIMITED
PO BOX 532
PETERSTOWN, WV 24963



(FOLD)

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

Premier Group Limited
447 Market Street
Peterstown, WV 24963

SURETY (Name, and Address of Principal Place of Business):

RLI Insurance Company
9025 North Lindbergh Drive
Peoria, IL 61615

OWNER (Name and Address):

Town of Rocky Mount
345 Donald Avenue
Rocky Mount, VA 24151

BID

Bid Due Date: August 30, 2023

Description (Project Name— Include Location): T&L Project No. 17193 -Rocky Mount Water Treatment
Plant Improvements Mud Valve Replacement
220 Shady Lane Rocky Mount, VA 24151

BOND

Bond Number: E3594-204

Date: August 30, 2023

Penal sum Five Percent of Amount Bid \$ 5%
(Words) (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

SURETY

Premier Group Limited (Seal)
Bidder's Name and Corporate Seal

RLI Insurance Company (Seal)
Surety's Name and Corporate Seal



By: Sean McKlarney
Signature

By: Kimberly D. Rose
Signature (Attach Power of Attorney)

Sean McKlarney
Print Name

Kimberly D. Rose
Print Name

President
Title

Attorney-in-Fact
Title

Attest: Stacy M. Baker
Signature

Attest: Rachel L. Blackmore
Signature

Title Stacy M. Baker, Project Coordinator

Title Rachel L. Blackmore, Bond Account Manager

Note: Addresses are to be used for giving any required notice.

Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Joshua A. Etemadi, Edin R. Zukanovic, Kimberly D. Rose, Rachel L. Blackmore, jointly or severally

in the City of Leesburg, State of Virginia its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 16th day of February, 2023.



**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: B. W. Davis

Barton W. Davis

Vice President

State of Illinois

County of Peoria

} SS

On this 16th day of February, 2023, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 30th day of August, 2023.

By: Catherine D. Geiger

Catherine D. Geiger



**RLI Insurance Company
Contractors Bonding and Insurance Company**

By: Jeffrey D. Fick

Jeffrey D. Fick
Corporate Secretary

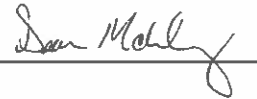
45F3594020212

A0058D19

CERTIFICATION OF BIDDER REGARDING DEBARMENT
BY AGENCY OF THE COMMONWEALTH OF VIRGINIA

This is to certify that this person/firm/corporation has not been barred from bidding on contracts by any agency of The Commonwealth of Virginia, nor is this person/firm/corporation a part of any firm/corporation that has been barred from bidding on contracts by any agency of The Commonwealth of Virginia.

Sean McKlarney



Name of Official

President

Title

Premier Group Limited

Firm or Corporation

08/28/2023

Date

COMMONWEALTH OF VIRGINIA
WORKERS' COMPENSATION
Certificate of Coverage

Section 2.2-4332, Code of Virginia, requires construction contractors and subcontractors to obtain and maintain workers' compensation insurance while performing work on behalf of the Commonwealth of Virginia, its departments, institutions, or agencies. This same requirement applies on behalf of local governments.

Evidence of coverage must be provided prior to commencement of Work.

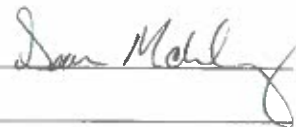
This form must be completed and returned to the organization contracting the Work.

The undersigned organization stipulates that it:

- A. has workers' compensation insurance and is in compliance with the Workers' Compensation statutes of the Commonwealth of Virginia. ☒ Yes ☐ No
Insurance Company Encova
Policy expiration date 09/01/2024
- B. is self insured for workers' compensation. ☐ Yes

Title of Construction Contract: Rocky Mount Water Treatment Plant Improvements
Mud Valve Replacement

Contract Number: n/a

Signed by: Sean McKlarney 
Title: President
Firm Name: Premier Group Limited
Address: P.O. Box 532
Peterstown, WV 24963

**Virginia Department of Health
Drinking Water Funding
MBE/WBE Compliance Checklist**

Name of Recipient/Prime Contractor: Premier Group Limited
Rocky Mount Water Treatment Plant Improvements
Project Name: Mud Valve Replacement **Project Number:** T&L 17193/PG 23-1367

Check Procurement Type: (Check applicable box)

- | | |
|---|---|
| ☐ Services – Engineering | ☒ Construction Contractor (Prime) |
| ☐ Services – Legal | ☐ Construction Contractor (Subcontract) |
| ☐ Supplies/Materials | ☐ Equipment |

In order to be in compliance with federal procurement requirements, funding recipients and contractors are obligated to make reasonable efforts, otherwise known as “the 6 good faith efforts,” to solicit Minority-Owned Business Enterprises (MBE) and Women-Owned Business Enterprises (WBE) in their procurement methods. This checklist only applies to MBE/WBE efforts. EPA does not have goals for Small (only) Business Enterprises.

The goal of this good faith effort is to increase contracting opportunities for MBE/WBE firms. It is not sufficient to just have a competitive bidding process that is open to MBE/WBE firms. Funding recipients and contractors must seek out qualified MBE/WBE firms.

Funding Recipient responsibility – Recipients are required to include provisions in their bid documents and take affirmative steps to solicit MBE/WBE firm participation in procuring services, supplies, equipment, and in awarding a construction contract. The VDH SRF Engineer will advise the recipient as to when a good faith effort is required for the procurement of supplies, materials, and equipment (For example, Force Account projects).

Prime Contractor responsibility – The successful prime contractor must also seek MBE/WBE firm participation when obtaining subcontracts for construction work prior to bid submittal. (See the first check box below for more information).

Demonstration of good faith efforts must be documented. This checklist is designed to facilitate and document compliance with “good faith efforts” and must be submitted to VDH prior to contract award. Failure to comply with MBE/WBE procurement requirements will result in the recipient incurring costs that are ineligible for reimbursement from the DWSRF Program.

Please check boxes where activities are completed and provide documentation; explain unchecked boxes in comments below and use additional pages if necessary:

- ☒ I reviewed the bid documents (For Prime Contractors). I plan to perform 100% of the work. I do not plan on using sub-contractors on this project. (If this box is checked, you do not have to make a good faith effort for the procurement of subcontractors. However, if the situation changes after contract award and the prime contractor needs to hire a subcontractor for any reason, then the prime contractor must make a good faith effort to solicit MBE/WBE firms.)

- ☐ Certified Affidavit of Publication of Newspaper advertisement soliciting MBE/WBE participation. (Suggested advertisement language: Minority Owned Businesses (MBEs) and Women Owned Businesses (WBEs) are encouraged to respond.)
N/A

- ☐ Your advertisements from publications that target MBE/WBE firms. (Only consider when it is believed that this advertisement may increase MBE/WBE participation.)
N/A
- ☐ Obtain current lists of MBE/WBE firms. (Documentation must be on file and available for examination. Please forward lists to VDH.) Possible resources include: <http://sbsd.virginia.gov/>, <https://www.sbsd.virginia.gov/directory/>
N/A
- ☐ List sources used to identify MBE/WBE firms:
N/A
- ☐ Identify potential MBE/WBE firms for direct solicitation. Provide a printout directly from the website that you used to identify these firms. This print out should contain certification numbers for the firms, expiration dates (if applicable), and a brief description of the work that the firm can perform (e.g. – commodity codes, NIGP, NAICS, etc.).
N/A
- ☐ Directly solicit a minimum of 3-4 MBE/WBE firms. Provide list of MBE/WBE firms solicited and solicitation letters sent to all MBE/WBE firms. (Solicit those MBE/WBE firms that you would reasonably expect to respond and submit a quote. If you are unable to locate and solicit the minimum number, provide an explanation.)
N/A
- ☐ Description of contacts (i.e. emails, faxes, telephone calls) and dates of contacts with MBE/WBE firms.
N/A
- ☐ Perform and submit analysis to identify portions of work that can be divided and performed by qualified MBE/WBE firms. (Reduced contract size/quantities when economically feasible to permit maximum participation of MBE/WBE firms.)
N/A

Successful bidders/offerors should take reasonable affirmative steps to subcontract with MBE and WBE firms whenever additional subcontracting opportunities arise during the performance of the contract.

Comments:



Recipient/Contractor's Signature

08/28/2023

Date

Instruction to Bidders/Offerors**Disadvantaged Business Enterprise (DBE) Requirements of 40 CFR 33**

In order to be in compliance with federal procurement requirements, funding recipients and contractors are obligated to make reasonable efforts, otherwise known as “good faith efforts,” to solicit Minority-Owned Business Enterprises (MBE) and Women-Owned Business Enterprises (WBE) now collectively called Disadvantaged Business Enterprises (DBE) in their procurement methods. The Bidder/Offeror is responsible for the completing the following as part of bid submission:

Bidder/Offeror Responsibilities**A. Six Good Faith Efforts: Activities during preparation of bids and offers.**

Bidders/Offerors shall make a good faith effort to solicit DBE firms in compliance with the regulations, prior to submission of bids or closing date for receipt of initial offers, to encourage participation in projects by DBEs. Such efforts include:

1. Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
2. Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
3. Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
4. Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
5. Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.
6. If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (1) through (5) of this section.

B. Bidders/offerors must demonstrate compliance with DBE requirements to be deemed responsible. Demonstration of compliance may include the following information; however the recipient may specify other methods of demonstrating compliance:

1. Names, addresses and phone numbers of DBEs expected to perform work;
2. Work to be performed by the DBEs;
3. Aggregate dollar amount of work to be performed by DBEs, showing aggregate to MBEs and aggregate to WBEs separately;

4. Description of contacts to DBE organizations, agencies and associations which service DBEs, including names of organizations, agencies and associations and dates of contacts;
 5. Descriptions of contacts to DBEs, including number of contacts, fields (i.e., equipment or material supplier, excavators, transport services, electrical subcontractors, plumbers, etc.) and dates of contacts.
- C. Successful bidders/offerors should make reasonable good faith efforts to subcontract with DBE firms whenever additional subcontracting opportunities arise during the performance of the contract.

Failure to comply with the submission of appropriate DBE documentation may result in the determination of bidder as non-responsible and shall be cause for the bid to be rejected.

NOTE: At this time, we are not proposing to use subcontractors. If we are awarded this project, and a need for a subcontractor is determined, we will comply with all requirements in soliciting DBE firms.

**BIDDER COMPLIANCE STATEMENT/CERTIFICATION
REGARDING EQUAL EMPLOYMENT OPPORTUNITY**

Applicability: Bid exceeding ten thousand dollars for construction contract/subcontract of unlimited amount and non-construction contract/subcontract of less than one million dollars.

This statement relates to a proposed contract between Town of Rocky Mount, VA and Premier Group Limited
(Public Body) (Contractor)
or (subcontract) between _____ and _____
(Contractor) (Sub-contractor)

to be funded under a federally assisted project. Pursuant to Executive Order 11246 and its implementing regulations at 41 CFR 60-1.7 (b) (1), as the undersigned bidder, I certify that:

- 1) Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause. _____ Yes x No
- 2) Bidder has developed and has on file at each establishment affirmative action programs pursuant to 41 CFR 60-2 (applies only to non-construction contractor). _____ Yes _____ No N/A
- 3) Bidder has filed with the Joint Reporting Committee, the Director (Office of Federal Contract Compliance Programs, U.S. Department of Labor), and agency, or the Equal Employment Opportunity Commission, all reports due under the applicable filing requirements.
_____ Yes _____ No N/A

I understand that if I have failed to file any compliance reports which have been required of me, or have failed to develop and have on file at each establishment affirmative action programs pursuant to 41 CFR 60-2, when required, I am not eligible to have my bid or proposal considered, or to enter into the proposed contract.

I further understand that if awarded the proposed contract, and the contract for the FIRST time brings me under the filing requirements or the written affirmative action programs that I will, as applicable: (a) within 30 days file with the Public Body Standard Form 100 (EEO-1); and (b) within 120 days from the commencement of the contract develop and submit to the Director of OFCCP for approval a Written Affirmative Action Plan.

NAME AND ADDRESS OF BIDDER (Include ZIP Code):

Premier Group Limited, PO Box 532, Peterstown, WV 24963

NAME AND TITLE OF SIGNER (Please Type):

Sean McKlarney, President

SIGNATURE: 

DATE: 08/28/2023

BIDDER'S QUALIFICATION STATEMENT

All questions must be answered in full. Additional sheets for clarification of answers or additional information may be attached. This statement must be notarized.

1. Name, address, phone number of company -
Premier Group Ltd., 447 Market St. (PO Box 532), Peterstown, WV 24963
Phone: (888) 667-6166
2. Owner, principal officer, date, and place organized -
Sean McKlarney, President (100% owner); business incorporated in West Virginia 7/6/2019
3. General character of work performed - General construction
4. Any work awarded failed to be completed or contracts defaulted on, where and why -
N/A
5. List of three most important recent contracts of similar scope and nature. State the owner, work, approximate cost, place, date started, and date completed.
 1. NiSource Culpeper MOD Building \$ 1.5 million
Culpeper, VA From 06/2022 To present
 2. SWVRJA Exterior Sewer Project \$ 280,638
Abingdon, VA From 08/2023 To present
Craig New Castle PSA - Sewer Lift Station
 3. Pumps Replacement \$ \$4,250
New Castle, VA From 03/2023 To 05/2023
6. List the contracts upon which you are currently working. Include owner, location, approximate cost, and estimated date of completion.
NiSource - Culpeper MOD Building - Culpeper, VA, \$1.5 million, 9/30/2023
Helios Energy - Mitchell Stadium - Bluefield, WV - \$50,000, 9/30/2023
Columbia Gas - Buena Vista Storage Pole Building - Buena Vista, VA - \$176,071, 12/31/2023
7. List your major equipment available for use on this project.
Case Excavator CX1450, CAT Excavator 320-07, CAT Excavator 306-07CR,
2020 CAT Compact Track Loader 299D3, CAT Compact Track Loader 299D3XE,
KW T800 Dump Trucks (x2), other equipment as needed

8. List of three proposed material suppliers for this project.

Consolidated Pipe

9. Bank references and credit available.

Truist Bank

Multiple accounts

First Bank & Trust Company

Checking/Money Market Accts.

Line of Credit - \$750,000.00

10. Insurance coverage and amount

See attached certificate of insurance.

Liability-Property

See attached certificate of insurance.

Liability-Personal Injury

See attached certificate of insurance.

Vehicle and Equipment

See attached certificate of insurance.

Other - Identify

11. Bonding reference - List surety and highest coverage.

District Bonding (RLI Insurance Company) - \$1,000,000

12. Proposed Subcontractors to be utilized on this project - List name, address, specialty, and years of experience.

1. N/A

2. _____

3. _____

13. Provide a general description of the experience of the company and its key personnel.

Founded in 2014 as a sole proprietorship and later incorporated in 2019, Premier Group Ltd. has extensive experience with heavy/highway, water line/stream crossing, and commercial construction work.

14. Number of current full-time employees 15
Number employed at highest level in past twelve months 18

15. Are you on any list of debarred contractors maintained by the U.S. Department of Labor, the U.S. Department of Housing and Urban Development, or the Virginia Department of Transportation?

Yes ☐ No ☒

16. Is Bidder in bankruptcy or has Bidder ever filed bankruptcy? If so, state when and where said bankruptcy or bankruptcies were or are filed.

No.

17. Is the Bidder involved in any pending litigation? If so, state the style of the case and the court in which it is pending and briefly summarize the nature of the claim including the relief sought.

No.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Bankers Insurance, LLC 3130 Chaparral Drive Suite 202 Roanoke VA 24018	CONTACT NAME: Starr McClure PHONE (A/C, No, Ext): 540-904-7559 E-MAIL ADDRESS: smcclure@bankersinsurance.net FAX (A/C, No): 800-899-0146
INSURED Premier Group Ltd Bee Tree Spas & Pools P.O. Box 532 Peterstown WV 24963	INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Insurance Company INSURER B: BrickStreet Mutual Insurance Company INSURER C: Lloyds of London INSURER D: Berkley National Insurance Company INSURER E: INSURER F:

License#: 6387078
PREMGRO-01**COVERAGES** **CERTIFICATE NUMBER:** 1264073934 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab ☒ XCU Not Excluded GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			EPP 0588394	9/1/2023	9/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			EPP 0588394	9/1/2023	9/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			EPP 0588394	9/1/2023	9/1/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y ☒ N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCP7007359	9/1/2023	9/1/2024	☒ PER STATUTE ☐ OTH-ER E.I. EACH ACCIDENT \$ 1,000,000 E.I. DISEASE - EA EMPLOYEE \$ 1,000,000 E.I. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability Prof Liab. Ded \$2,500 Leased/Rented Equip			ANE521641923 MIM 1049730-51	9/1/2023 9/1/2023	9/1/2024 9/1/2024	Each Claim 1,000,000 Aggregate 2,000,000 Leased/Rented Equip 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Installation Floater: Cincinnati Ins. Co. - Policy # EPP 0588394 - Eff 9/1/2023-9/1/2024
\$50,000 limit any one job site / \$50,000 In Transit limit / \$50,000 Temporary Storage limit

Work Comp - WV Broad Form Employers Liability applies/ Deliberate Intent / WOS (WV Only) applies

CERTIFICATE HOLDER**CANCELLATION**

For Informational Purposes

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Starr A McClure

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