



**ROCKY MOUNT TOWN COUNCIL  
REGULAR MEETING MINUTES**

**October 16, 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  
Amy D. Gordon, Assistant Finance Director/Human Resource Director  
Mark Lovern, 1<sup>st</sup> Sergeant, RMPD  
Mark W. Moore, Assistant Town Manager  
Daniel Pinard, Economic & Cultural Development Director  
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.**

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**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.

**Motion:** To approve the agenda

**Motion By:** Vice Mayor Stockton

**Seconded:** Council Member Lee

**Motion Discussion:** None

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

**Approved (6 to 0)**

**4. Approval of Consent Agenda**

**4.1 Departmental Monthly Reports**

Community Development Department

Finance Department

Fire Department

Police Department

Public Works Department

Wastewater Department

Water Department

#### 4.2 Approval of Draft Minutes

Town Council Regular Meeting Draft Minutes – September 11, 2023

Special Called Meeting Draft Minutes – September 18, 2023

Town Council & Planning Commission Work Session Draft Minutes –  
September 18, 2023

#### 4.3 Retainer Agreement for Legal Representation in Class Action Lawsuits regarding PFAS.

**Motion:** To approve the consent agenda as presented

**Motion By:** Council Member Lee

**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 – 0)**

### 5. **Special Items**

#### 5.1 Breast Cancer Awareness Month Proclamation

Mayor Perdue read the proclamation out loud.

#### 5.2 Proclamation Commending United Way of Roanoke Valley on its 100<sup>th</sup> Anniversary.

Mayor Perdue read the proclamation out loud.

#### 5.3 Recognize Town Planner Jessica Angle for being names 2023 Administrator of the Year by the Virginia Association of Zoning Officials

Assistant Town Manager Moore shared with Council and the audience the achievements that Town Planner Angle had accomplished making Town Planner Angle a candidate to be nominated for 2023 Administrator of the Year.

### 6. **Hearing of Citizens**

No one at this time

## 7. **New Business**

### 7.1 North Main Street Revitalization Planning Grant

The grant has been in process as there are different phases that the Town must go through, for example the first phase was \$5,000 up to a \$50,000 total. In the second phase, the Town is allowed to hire a planning consultant that does work like this for a living so the Town will be better able to come up with a good revitalization plan for North Main Street.

The Town sent out a request for qualifications from consultants (RFQ) and received two good responses. Summitt Design and Engineering Services out of North Carolina but have done work in the Rocky Mount area, and Hill Studio who has done work in the Rocky Mount area previously as well. The packages from both were reviewed and interviews were given. During that time, the Town was pleased with the preparedness of Hill Studio and the fact that they will bring on other consultants to help do the economic analysis and other parts of the planning process. Hill Studio presented in a way that mainstreamed the project into the corridor project that it is instead of a downtown revitalization project. The staff recommendation was to proceed with Hill Studio for this project.

Also, Hill Studio revealed to the Town that likely the project would involve other funding such as state and federal as well as VDOT and one of their subcontractors has experience working with VDOT and were able to foresee what issues might arise.

Kathleen McEroy, Community Development Director with West Piedmont Planning District Commission will be involved with the project as well as she is helping to administer the grant.

**Motion:** To approve staff's recommendation to enter into an agreement with Hill Studio for the North Main Street corridor project.

**Motion By:** Council Member Lee

**Seconded:** Vice Mayor Stockton

**Motion Discussion:** None

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

**Approved (6 – 0)**

### 7.2 Recognize Cultural and Economic Development Director Pinard for his work on the 150 Fest

Town Manager Wood shared an email from Carilion Franklin Memorial Hospital Administrator Mr. Carl Cline complementing what a great event 150 Fest was and how successful it was.

Town Manager Wood also shared an email from Assistant Fire Chief Brad Basham expressing what a great event the 150 Fest was and that participants have shared so much positive feedback with him regarding the event.

Cultural & Economic Development Director Pinard worked tirelessly to make the event possible. Many aspects of the festival came to fruition because of his working with others.

Police Chief Young and Public Works Superintendent Schofield were commended also for all of the work each of them and their departments did to coordinate preparing and working the festival.

Members of Council each shared comments that had been made to them from citizens living in this area and visitors coming to the festival that did not live here at all.

**8. Closed Meeting and Action**

None at this time

**9. Adjournment**

**Motion:** To adjourn

**Time:** 6:23 p.m.

**Motion By:** Council Member Mullins

**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

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C. Holland Perdue III, Mayor

ATTEST:

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Rebecca H. Dillon, Town Clerk