

The Pearisburg Town Council met in Regular Session on October 14, 2014 at 7:30 p.m. at the Pearisburg Town Hall. Present for the Meeting were: Mayor Dickerson; Council Members Munsey, Williams, Journell, Eaton, and Clark; Town Manager Vittum; Town Attorney Hartley; Town Engineer Tawney; Chief Martin and Town Clerk Harless. Also present was Stephen Steele and Victoria Hoyland of CHA; citizen Gerry Clark and Butch Mullins, Virginian Leader.

Councilman Journell led the pledge of allegiance.

Eaton made a motion to approve the September 9, 2014 Regular Council and September 30 Special Council Minutes with corrections. Munsey seconded the motion. Voting yes: Mayor Dickerson; Council Members Munsey, Williams, Eaton, Journell and Clark. The motion carried by a vote of 6 to 0.

Mayor Dickerson asked Hartley the status on the Solar Panel Ordinance being drafted. Hartley stated that he would send that over to the Town and apologized for not having it to Council earlier. Mayor Dickerson informed Mr. Gerry Clark that the ordinance would be on the agenda for November and thanked him for his patience.

Stephen Steele and Victoria Hoyland addressed Council for a presentation on a Regional Water Authority. Steele stated that the PSA wanted to get the key stakeholders for Pearisburg to see if the idea of a Regional Water Authority (RWA) is feasible for the Town. He has worked towards finding a way for the taxpayers to have a lower utility fee. He stated that the main question before us is whether it is possible to lower utility rates and is this something that all the other localities are interested in doing. He presented various figures and data and stated that at some point all localities need to look at the numbers together.

Steele stated that this Feasibility Assessment Model covers the net present value, impact to budget and projected savings for all localities. He stated that the PSA hired CHA to complete this Feasibility Assessment Model. He suggested that each locality embrace the information collected about each system in the County. This may be the first time that everyone has a better handle on their utility revenue and expenses. He stated that all the data was provided by each entity. CHA went straight to the locality where they collected an abundant amount of good data. CHA is providing the assessment tool. They tried to use the parameters for each Town and the County and took any debt information straight from the financial statements for each entity.

Steele stated that the systems that need to do replacements are based on the water loss. He took Glen Lyn off the chart they are in the process of the County taking over their water system. He stated that Pearisburg's Net Present Value of the System is \$2,799,004. He indicated that everyone is trying to get to 20% water loss. The figures are very aggressive. He stated that most localities concern about giving an employee to the RWA was that they could be working on a water problem and then work on a sewer problem. Steele stated that it would be difficult for a locality to give away their revenue and not get rid of some expenses. He asked how many employees could Pearisburg send over to the RWA. Town Engineer Tawney stated zero. Steele stated that the Net Budget Surplus (Deficit) after combining RWA for Pearisburg would be \$107,118. He reported that the County is not paying their utility debt with water revenue. He indicated that the County is not opposed to a subsidy. He stated that the Net Budget Surplus (Deficit) and employees sent over does not wipe out the \$107,118 debt for Pearisburg. He stated that the amount of staff needed to run the RWA would be as follows: Administrative - 1, Operations - 12 and Managers - 1. The RWA was two short of meeting staff needs and would need to hire additional staff.

Steele went over the Capital Improvement data and stated that Pearisburg water loss was approximately 37%. Since the data by CHA was collected from Pearisburg the water loss has been decreasing as per Town Engineer Tawney. He stated that in order to catch up on 20 years of items that needed to be addressed it would cost \$103,382 annually. For the next 20 years Pearisburg would need to spend \$95,443 each year to maintain the system in order to get to a place to 20% water loss rate or below. He stated that each locality must feel this number is real. He stated that this is a tough sell for localities. Steele went over the Projected Savings. He stated that a 3% inflation rate was used. The current cost per 1000 is \$5.29 and the projected costs rise from: \$7.30 in 2020 to \$9.91 in 2035.

Steele wants to challenge the Town with his recommendation. He is looking at it from the outside. He would like to see each locality dig in and see what the numbers truly mean for their locality and if this is a good option for the taxpayers. He would at least like to see Pearisburg use this information to empower themselves at a stakeholders meeting. If at that time they have a good reason and justification for not looking into the RWA he understood. He has done as much as a facilitator of number crunching that he can. He will report this to the PSA at the next meeting. He has presented this information to each

locality. He would be willing to facilitate a stakeholders meeting. He has made every effort to keep the confidence of each Town.

Munsey asked about the total package and how willing each locality is to give up employees. Steele stated that the following localities would provide the number of employees as follows for Operations: County – 3, Narrows – 1, Pembroke – 1, Pearisburg – 0, and PSA – 4. The County could provide 1 for Administrative. The Town needs to look at the cost to the town to keep an employee and the cost for the RWA to hire employees. The localities have indicated to Steele that their employees trust them and their insurance packages. They feel like they are being shipped off and it's hard to change. Steele suggested that each locality would need to gain better confidence in the PSA in order to feel better about the transition of employees. Vittum stated that although the Town may have purchased a new backhoe out of water revenue, it is used for water, sewer and streets. He stated that the County has some sewer but primarily water. Vittum stated that when Pearisburg transferred solid waste it made sense to do that at the time. The trash compactor trucks were used for solid waste. The Town still needs their dump trucks for other types of maintenance. The Town combines water and sewer on the utility bills. The Town would need to figure out how to bill for sewer only. Steele stated that as an Engineer he finds it to be a difficult part of the consolidation is why the localities would not go ahead and combine sewer at the same time you combine water.

Journell asked where CHA has done this before that was successful. Steele stated that we have done this in the Rockbridge Area, Morey and Rockingham County. The biggest issues he experienced were when they got to the attorneys. He felt that is what it boils down to is getting the key stakeholders in one room to discuss the matter.

Vittum asked about the \$2.00 drop in RWA rates from 2030 to 2035 . Hoyland stated that the County has a lot of debt that stops between 2030 to 2035. This would reflect the shift in how you manage your systems. The shift would go to a continual maintenance basis. She stated that Capital Improvement Costs are based on replacement costs subbed out to contractors. Mayor Dickerson had a few questions on the amount of employees needed. Hoyland went over the numbers in detail. Mayor Dickerson asked about \$107,118. Vittum stated that this would be an annual cost for the Town. Munsey felt this would be a hard sell for Pearisburg because we have a different agreement. Eaton asked about the 20% water loss figure. Hoyland explained that if the water loss is less than

the cost per 1,000 gallons would decrease as well. Steele stated that if we could all get in a room and discuss this and play around with the model it would be good for all parties involved. Munsey stated that he would feel very good with Town Staff sitting down with other stakeholders and looking at the numbers. Steele stated that if we could get all of the town's water loss down that would make difference. He stated that a meeting would be the one chance the Towns and County have to empower themselves and everyone would get a chance to give their input. Munsey asked who would be in charge of making this happen. Steele recommends each entity come to the table. Hoyland stated that all localities have expressed an interest in getting everyone together. Steele stated that he could coordinate the meeting. Munsey thanked CHA for the presentation and stated that he realized a lot of work was put into the model and they had done a really good job.

Hartley told Steele and Hoyland that they did a great job and it was very unbiased. He asked if the administrative cost for Town Manager and Town Engineer time were included in the personnel cost. He also asked if a billing clerk was included. Vittum stated that the Town Manager's salary was not included but part of the Town Engineer's was included as was one billing clerk. Hartley stated that currently the PSA has not included management. Hoyland said that the PSA outsources their billing. She stated that the manager fee is not included and they are currently paying out of another budget line item. Hartley stated that it looked like they have no management. Steele stated that none of the numbers have been manipulated as each locality provided the information. Hartley stated that the key number decided upon to run the RWA has been set at 14. He asked about how many are currently being used now for all localities. Hoyland stated that for all localities combined there are 15 in operations and 4 admin assistants. Hartley felt that number seemed a little rich. Hoyland stated that localities find it hard to reduce employees when they are use to operating with a certain number.

Hoyland stated that they arrived at the Project Capital Improvement Costs based on water loss instead of age. She stated that they calculated the age of the system and age of the pipe in the ground. She stated that Pearisburg falls in the 20 to 30 year range. They divided the current water loss by that. She indicated that if you replace pipes your water loss and age of system goes down. In order to maintain your water loss and system you would need to keep the percent the same. Hartley stated that it would be a tough sell to get out of water, sewer and streets. He reminded everyone of the Management Committee that

met for a brief time and how it was suppose to be a trust building exercise between the PSA and the Members. He mentioned that in the PSA minutes it indicated they were going to invite Narrows to leave the PSA. He also stated that Narrows is suing the PSA. Lastly, Hartley asked if there was anyway CHA could release this program and let the localities have it to play with their numbers. Steele stated that the PSA would have ownership of this model. It would be their choice to offer it to all the towns. Hartley thanked Steele and Hoyland again and stated what a very fair and great job they did with the Assessment Model.

Council approved the following Consent Items and Reports: Police, Finance, Recreation, Building Permit, Manager, Water and Fire for September 2014.

Eaton reported on the Public Safety Committee. They did not have a quorum but did meet and discuss a few items. The Committee was informed that Officer Vinson would be returning to work. They discussed a concern over transients recently passing through Town. There were no recommendations.

Munsey reported on the Property and Recreation Committee. He reported that Staff has been working with Anderson & Associates on the Whitt-Riverbend Boat Landing. The Committee looked at the recommendations from the Planning Commission on Dogwood Farms Lot #4 and Gilmer's Storage.

The Committee made a recommendation that Council approve the request from Mr. Travis Sparks to waive the rental fee for the auditorium on 11/8/2014 for a fund raiser for Jessica McCroskey and Tabitha Kelch. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The recommendation carried by a vote of 6 to 0.

Eaton reported on the Finance Committee. The Committee was informed that DMV Stops would be implemented this month and discussed the renovation of the Community Center.

The Committee made a recommendation that Council approve purchase of lights for the tree on the Courthouse lawn up to \$600. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The recommendation carried by a vote of 6 to 0.

Williams reported on the Public Works Committee. The water loss for August was 36.53%. The Committee discussed speed bumps. Tawney is awaiting more information from a company named Jamar and will get with the Committee next month. He stated that

Staff has been working with Anderson & Associates about getting a specification sheet on a single seat SST from CXT. They also discussed the bond for Troy Williams storage units, the Bluff City bypass hydraulic analysis from Anderson & Associates and Revenue Sharing for year 2016.

The Committee made a recommendation that Council release the E & S Bond in the amount of \$5,000 from Troy Williams. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The recommendation carried by a vote of 6 to 0.

The Committee made a recommendation that Council accept the Revenue Sharing Resolution for the year 2016. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The recommendation carried by a vote of 6 to 0.

RESOLUTION

At a regularly scheduled meeting of the Pearisburg Town Council of the Town of Pearisburg and held on October 14, 2014, on a motion by Williams, seconded by Munsey, the following resolution was adopted by a vote of 6 to 0 :

WHEREAS, the Pearisburg Town Council of the Town of Pearisburg desires to submit an application for an allocation of funds of up to \$60,000 through the Virginia Department of Transportation Fiscal Year 2015-2016, Revenue Sharing Program; and,

WHEREAS, \$60,000 of these funds are requested to rebuild some streets that are within the Town limits.

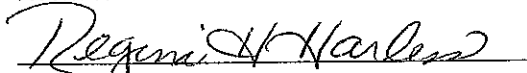
Start at Intersection of:

1. Wenonah Ave @ Elm St. to Ft. Branch Rd.
2. Ft. Branch Rd. @ Pearis Rd. to Wildwood Dr.
3. Pearis Rd. @ S. Clifford St. to Ft. Branch Rd.
4. Wildwood Dr. @ Pembroke St. to Easton Rd.
5. Ft. Branch Rd. @ Country Club Dr. to Clifford St.
6. Henson Ave. @ Buchanan St. to Taylor Ave.


NOW, THEREFORE, BE IT RESOLVED THAT: The Pearisburg Town Council of Town of Pearisburg hereby support this application for an allocation of \$60,000 through the Virginia Department of Transportation Revenue Sharing Program.

ADOPTED this 14th day of October 2014.

ATTEST:


Regina H. Harless, Town Clerk

APPROVED:


Robert L. Dickerson, Mayor

There was no new business to discuss under the Public Service Authority, NRV Planning District Commission or Giles County Board of Supervisors.

Vittum updated Council on the Community Center and placed this on the agenda in case Council wanted to have any follow-up discussion. He has a telephone conference this week with David Rose with Davenport and will update Council after the conference call.

Vittum briefed Council on the Planning Project. He informed Council that the Town was awarded a FMPP (Farmers Market Promotion Program) Grant. There will be a meeting coming up on River Sculpture Project with various artists. Eaton informed Council about assistance available for localities from the HEAL Program (Healthy Eating After Living). She stated that it was free to towns and cities and felt it would tie in with the Farm to Fork Program. She thought it would be good for Dianne Dinger to check into.

Mayor Dickerson stated that he had filled the citizen vacancy on the Finance Committee with Anna Holt from BB&T.

Council discussed the hay rides Parade Permit Application. Hartley mentioned that you could run into trouble if someone falls off the hay ride. He stated that it was not as safe as you might think. He stated that Hope Harrell is the one applying for this permit. Hartley asked if she was the operator. Clark stated that she had filled it out on behalf of the Small Town Christmas Event. Council decided to table any decision and discuss this matter further. Eaton asked Hartley if the applicant for the Christmas Parade Permit would be the responsible party if someone got hurt during the parade. Hartley indicated that the applicant would be the responsible party. Vittum stated that the Pearisburg Merchants holds the event and they have insurance to cover any incidents.

Journell made a motion that the Parade Permit submitted for the Christmas Parade be approved. Williams seconded the motion. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The motion carried by a vote of 6 to 0.

Williams made a motion that the Parade Permit submitted for the Suicide Prevention Walk be approved. Munsey seconded the motion. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The motion carried by a vote of 6 to 0.

Vittum briefed Council on Planning Commission recommendations.

Williams made a motion to approve the amendment of the Dogwood Farms PUD document for Lot #4 as proposed with the amendment of the Supplemental Chart as follows:

Development Area	4
Acreage	12.5
Building Type	Hotel, Restaurant, Medical Office, & Special Uses
Estimated Size (S.F.)	Two (2) Story Buildings – 7200 SF – One (1) Story Two (2) Buildings – 4800 SF per story (2 story) One (1) Building – 3840 SF per story (2 story) One (1) Building – 15,000 SF per story (2 story) Three (3) – 4 – Unit Townhouse Buildings 9600 SF (2400 SF per Unit) (2 story)
Estimated Parking *	301
Utility Service	Water – Connect to Public water main on Boxwood Lane Sewer – Connect to Public sewer on upper portion of Boxwood Lane Electric – Connect to underground electric proposed for installation along Boxwood Lane Gas – Connect to Gas main proposed for installation along Boxwood Lane
** Maximum height of any building will be 35 ft	

There would be a restriction on the height of the building to 2 floors or 35 feet due to Pearisburg Fire Department capabilities of townhouse units. Also a lot line revision would need to be approved prior to any construction. Munsey seconded the motion. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The motion carried by a vote of 6 to 0.

Williams made a motion to reject the request from Brock Gilmer to use prefabricated units as an amendment to the Conditional Use Permit. Munsey seconded the motion. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The motion carried by a vote of 6 to 0.

Vittum stated that Council would need to make a formal motion to accept the Farmers Market Promotion Program Grant (FMPP Grant). Munsey questioned the administrative figures included in the grant. Journell asked about the merchants cost for utilizing the facility. Vittum stated that staff would be looking at how we fund the market

manager. He stated that the market could be on the front lawn of the Community Center and downtown. He stated that the grant did not include funds to go towards a farmers market building. Eaton asked who decided on the items in the grant. Vittum stated that there were meetings prior to submittal on the application. Vittum stated that the items included in the grant were discussed and submitted. These items would need to be adhered to. Munsey asked who will be the consultant. Vittum stated that Lisa Dearden with Chickn EGG Productions.

Eaton made a motion to approve and accept the FMPP Grant that was awarded to the Town in the amount of \$ 99,897. Munsey seconded the motion. Voting yes: Mayor Dickerson, Munsey, Williams, Eaton, Journell and Clark. The motion carried by a vote of 6 to 0.

The PSA's request to the Town on the Bluff City Pump Station Bypass was tabled until the November meeting.

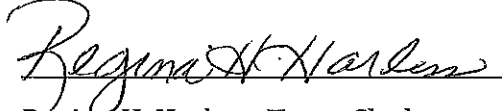
There being no further business the meeting was adjourned.

APPROVED:



Mayor Robert L. Dickerson

ATTEST:



Regina H. Harless, Town Clerk