

Pearisburg Town Council met in Regular Session on April 14, 2015 in the Pearisburg Municipal Building Council Chambers. Present for the meeting was Mayor Robert L. Dickerson; Vice-Mayor Munsey; Council Member Williams, Journell, Harrell, Clark and Eaton; Town Attorney Hartley; Town Manager Vittum; Town Engineer Tawney; Police Chief Martin, Town Clerk Harless and Recreation Director Martin. Also present was TJ Atkins, Virginian Leader.

Williams made a motion that the Regular March 10, 2015 and Special March 31, 2015 Council Minutes be approved. Munsey seconded the motion. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell and Eaton. The motion carried by a vote of 6 to 0.

Council approved the following Consent Items and Reports: Police, Finance, Recreation, Building Permit, Manager, Water and Fire for March 2015.

Harrell reported on the Public Safety Committee. She stated that the Fire Department Open House and 70<sup>th</sup> Anniversary will be held July 18. The Committee thought the new Wall looked very nice.

The Committee made a recommendation that Council approve the Mutual Aid Agreement with Celanese subject to approval of the Town Attorney. Hartley stated that he had reviewed the document and finds it acceptable. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell and Eaton. The recommendation carried by a vote of 6 to 0.

Munsey reported on the Property and Recreation Committee. He stated that recreation sign-ups for Dixie baseball and softball were going well. The Committee reviewed property conditions from Wilson's monthly status report. He reported that the asbestos removal at the Community Center has been completed. The Committee discussed building a handicap ramp in the east hallway at the Community Center where the floor had been dug up to replace the steam lines. The estimated cost is approximately \$1800.

The Committee made a recommendation that Council approve building a handicap ramp on the east hallway of the Community Center. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell and Eaton. The recommendation carried by a vote of 6 to 0.

Eaton reported on the Finance Committee. She reported that they had reviewed a report updating them on DMV Stop progress. She stated that Clark had called Town of Narrows and spoke with Debbie Thomas who is willing to help get the stops with DMV set up. Munsey asked for an update on DMV stops. Eaton reported that 180 letters has been mailed out to date. Four of which were abatements and 29 citizens had paid. There is no total on how many stops are to be placed. Eaton stated that hopefully by next month stops will be placed. She reported that the Committee had discussed the purchase of exercise equipment from Giles Health and Family Center and wanted full councils input. The Committee tabled any action on amending fees for cafeteria until the next meeting. The next scheduled Budget Meeting will be April 23 at 5:15.

The Committee made a recommendation that Council approve refund of Real Estate Taxes for Disabled Veteran's in the amount of \$2,448.32 as shown below:

## Disabled Veterans Tax Relief Real Estate Tax Refunds

MARCH 2015

Name	Tax Map Number	Year	Refund Amount
Michael Jennelle	40D 3 K	2013	\$ 221.63
Michael Jennelle	40D 3 K	2014	\$ 200.26
		<b>TOTAL</b>	<b>\$ 421.89</b>
Everett Martin	40D 2 24	2013	\$ 273.73
		<b>TOTAL</b>	<b>\$ 273.73</b>
Curtis Coulthard	40C 5 28	2011	\$ 516.24
	40C 5 28	2012	\$ 516.24
	40C 5 28	2013	\$ 592.72
	40C 5 34	2011	\$ 40.50
	40C 5 34	2012	\$ 40.50
	40C 5 34	2013	\$ 46.50
		<b>TOTAL</b>	<b>\$ 1,752.70</b>
<b>GRAND TOTAL REFUNDS</b>			<b>\$ 2,448.32</b>

Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell and Eaton. The recommendation carried by a vote of 6 to 0.

The Committee made a recommendation that Council approve a Sub-Grant of \$2,000 to the Giles Arts Council to commission a summer Third Thursday Music Series. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell and Eaton. The recommendation carried by a vote of 6 to 0.

The Committee made a recommendation that Council approve leasing of the Ball Field Concession Stand to Cure Seeker Relay for Life Team for the 2015 season with the Town receiving 20% of the sale revenues. Council discussed the recommendation. Eaton stated that the normal average for utilities in the off season was \$28 to \$40 and during the summer between \$141 and \$146. The Relay Team was asked to maintain a spreadsheet of their revenue and expenses to provide the Town. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell and Eaton. The recommendation carried by a vote of 6 to 0.

The Committee made a recommendation that Council approve lease of space agreement for two rooms at the Community Center with NRCC for the Adult Education Program. Council discussed the NRCC Agreement. Earlier last year Council had approved for NRCC to hold classes in the downstairs of the library. This did not take place but the document would work well for the GED Classes to be held in the Community Center. They felt this was a good program that our community really needs. NRCC has asked for the same two rooms that had used early last year. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell and Eaton. The recommendation carried by a vote of 6 to 0.

The Committee made a recommendation recommending that Council approve payment of the FY 2014-15 VML/VACo/AEP Steering Committee assessment in the amount of \$932.00. Council discussed the VML/VACo/AEP Steering Committee assessment. Vittum stated that the Committee has been in existence over 20 years and they follow rate cases and hire technical experts. About every two years a rate assessment is made to localities. He stated that Pearisburg's share is \$932. Munsey asked if we had done this in the past. Vittum stated that we have done this every two to three years depending on when they do a new assessment.

Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell and Eaton. The recommendation carried by a vote of 6 to 0.

Councilwoman Clark joined the Meeting at this time.

The Committee made a recommendation that Council approve installation of a ramp in the Community Center Hall to make the first floor handicap accessible. The cost would be about \$1800 for materials or \$1200 more than repairing the floor in place. Eaton stated that in the memo from Wilson it discussed an estimate on a ramp and doing this when we replace the concrete in the hallway. Tawney felt this would be the best time to do this project. We have replaced the two steam valves. If a ramp is built staff would like to put a trap door on the ramp to access pipes. Vittum stated that this would be a concrete ramp. The ramp was voted on earlier during the Property and Recreation Committee report.

The Committee made a recommendation that Council approve repair of the Fire Suppression Hood and adding stainless steel counter in the Cafeteria for \$3600. Eaton stated that in the memo from Wilson he indicated the need to install a required hood suppression in the kitchen at the Community Center. This is a requirement from the Department of Agriculture and the Building Code. Munsey asked where this expense would be paid from. Vittum stated that it would come from the same appropriation as the asbestos line item. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell, Clark and Eaton. The recommendation carried by a vote of 7 to 0.

The Committee made a recommendation that Council authorize staff to open an account for tracking revenue and expenditures constituting program income for the Farmers Market and the transfer of Farm to Fork Class accounts to this new account as required by the grant. Eaton explained that as part of the FMPP Grant the Town was required to track Program Income from the Farm Table. Eaton stated that these funds will not be coming from the grant. If items are sold the income has to be tracked. The Program Income would carry over into the operation of the Farmers Market. Harrell felt the title of the line item needed to be revised. Eaton stated that staff is setting up a Special Account. Munsey asked if the Farmers Table was going to make the estimated income in one month or will we be taking a loss. Vittum answered that staff will be tracking the income and expenses and evaluate it each month. Munsey asked

if it did not work out would it be in debt. Vittum stated that we should know in the first 30 days. Vittum stated that we are trying to be liberal on the expense and conservative on the revenue. He stated that the Town would need to cover it if it does not make any money. Eaton asked if this was based on an hourly amount for staff. Clark asked if it was based on number of days and hours. Harrell asked how many people we anticipated. Eaton asked how they came up with a number on how many people to feed. Council discussed the salary amount and how many times the market would be open and serving food. There was some concern about staffing amounts and food expenses. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell, Clark and Eaton. The recommendation carried by a vote of 7 to 0.

Eaton briefed Council on some fitness equipment that is being sold for a good price by Giles Health and Family Center. Munsey is not in favor of purchasing the equipment. Tawney stated that Recreation Director Martin would be interested in getting an exercise program set up in the community. Harrell was concerned about who would use the equipment and where it would be placed. Vittum felt it would be a good purchase for town employees to use and the Recreation Director could set up a fitness/exercise class. Eaton stated that funds were available in the Community Center Special Donation account. Harrell felt it would be good for the community. Journell thought it would be nice to have for the public and employees.

Eaton made a motion that Council approve the purchase of exercise equipment for the Community Center from Giles Health and Family Center out of the Special Account for the Community Center for \$1500. Voting yes: Mayor Dickerson; Council Members Journell, Harrell, Clark and Eaton. Voting no: Williams and Munsey. The motion carried by a vote of 5 to 2.

Williams reported on the Public Works Committee. He stated that the water loss for February was 36.55%. The paving and milling of streets bids are out. He reported that due to the rain there were some problem areas at the Bluff City boat ramp. Tawney has contacted Mr. Boyd and they will be taking care of these problem area once the ground dries up. Tawney has reviewed a contract with Anderson and Associates for sewer camera work and marked up some changes. Hartley has reviewed the contract and does not have any concerns.

The Committee made a recommendation to approve a contract with Anderson and Associates for Sewer Camera work contingent upon Anderson and Associates making the changes. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

The Committee made a recommendation that Council approve the removal of the tree located at 208 Woodrum Street. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

Vittum updated Council on the Community Center Renovations. The asbestos removal is complete and staff is looking at replacing the hall floor and installing a ramp. Eaton stated that the Finance Committee talked about having the keys reissued. Clark felt that time was of the essence in getting this done quickly. Clark has no issue with police having keys. Vittum stated that he would get with staff on pricing.

Vittum briefed Council on the Farmers Market Promotion Program Grant. He stated that Hailey Warner had been hired as the Market Manager. Clark felt she was doing a good job. Vittum briefly went over Dianne Dinger's report to Council.

Vittum stated that the PSA Contract would be discussed in Executive Session.

Journell made a motion to approve the revised Personnel Policy for Town Employees. Harrell seconded the motion. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

Munsey made a motion to approve the Macy 5K/Tiger Walk/Run. Williams seconded the motion. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

On a motion by Williams, seconded by Munsey, passed by the following recorded vote, Mayor Dickerson, yes; Council Members Williams, yes; Eaton, yes; Munsey, yes; Harrell, yes; Journell, yes; Clark, yes; Council went into Executive Session as permitted by Virginia Code Section 2.2-3711 (A)(7), for consultation with legal counsel, and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in an open meeting would adversely effect the negotiating or litigating posture of the Town; and consultation with legal counsel employed or retained by the Town regarding specific legal

matters requiring the provision of legal advice by such counsel; and as permitted by Virginia Code Section 2.2-3711 (A)(29), for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiation strategy of the Town.

On a motion by Williams, seconded by Munsey, passed by the following recorded vote, Mayor Dickerson, yes; Council Members Williams, yes; Eaton, yes; Munsey, yes; Harrell, yes; Journell, yes; Clark, yes; Council returned to regular session.

On a motion by Williams, seconded the Munsey, and passed by the following recorded vote, Mayor Dickerson, yes; Council Members Williams, yes; Eaton, yes; Munsey, yes; Harrell, yes; Journell, yes; Clark, yes; Council certified that the subject discussed in this Executive Session was the subject identified in the motion to go into Executive Session and only that subject, and that Council discussed no other subject while in Executive Session.

Munsey made a motion to authorize a Beer Garden June 13th as part of the Farmers Market. Williams seconded the motion. Voting yes: Mayor Dickerson; Vice-Mayor Munsey; Council Members Williams, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

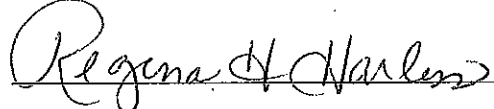
There being no further business the meeting was adjourned.

APPROVED:



Mayor Robert L. Dickerson

ATTEST:



Regina H. Harless, Town Clerk