

Pearisburg Town Council met in regular session on Tuesday, April 10, 2018 at 7:30 p.m. in the Pearisburg Town Council Chambers. Present for the meeting was Mayor Dickerson; Council Members Eaton, Clark, Journell, Ballard, Williams (Planning Commissioner) and Harrell; Planning Commissioners Collins, Muncy, Robertson and Moye; Town Attorney Hartley; Town Manager Meredith, Town Clerk Harless, Building Official Wilson, Library Director Long, Treasurer Harrell and Chief Martin. Also present was Cleve Robertson and Miranda Viars, citizens and Amelia Whittaker, Virginian Leader.

Mayor Dickerson presented a resolution on behalf of Town Council to the family of Sandy Robertson in her honor for her years of outstanding service to the Town Library.

Eaton made a motion that Council approve the minutes to the Regular March 13, 2018 Meeting. Ballard seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

Mayor Dickerson opened a Joint Public Hearing to consider amending the Zoning Map for the purpose of changing the zoning designation on Tax Map Parcels 40B-3-C and 40B-3-C5 for the applicant David Epperley. Collins called the Planning Commission to order. The parcels are located on Buchanan Street and are currently zoned AR-1. Planning Commission suggested changing the designation to R-3 to more closely conform to the existing pattern of development in this section of the Town of Pearisburg. Mayor Dickerson asked for any comments. Meredith stated he had received one comment with no objections. Mayor Dickerson closed the Public Hearing. Collins stated that the Planning Commission recommends the zoning designation be changed from AR-1 Agricultural/Residential to R-3 Medium Density Residential.

Mayor Dickerson opened the Joint Public Hearing with Pearisburg Planning Commission to consider a Conditional Use Permit request for property located at 226 Industrial Park Road (Tax Map 40 – 90) by Cogar–Pearisburg LLC. The applicant proposes to utilize part of the property to temporarily use as a Contractor’s equipment storage yard. This is a Conditional Use in the M-1 Light Industrial District. Meredith stated no comments were received. Mayor Dickerson closed the Public Hearing. Collins stated that the Planning Commission had met and recommends approval of the Conditional Use Permit.

Eaton made a motion that Council approve the Zoning Map Amendment for David Epperley to changing the zoning designation on Tax Map Parcels 40B-3-C and 40B-3-C5 from AR-1 Agricultural/Residential to R-3 Medium Density Residential. Williams seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Journell, Ballard, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

Williams made a motion that Council approve the Conditional Use Permit for Cogar-Pearisburg LLC located at 226 Industrial Park Road (Tax Map 40 – 90) to utilize part of the property to temporarily use as a Contractor’s equipment storage yard. Clark seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Journell, Ballard, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

Allison Long Library Director gave a presentation to provide Council and the public with information about programs and events happening at the Library. She discussed her marketing techniques, federal and state funding, makerspace (a space to create), STEM and STEAM. She spoke about the need for supplies to effectively implement new projects and programs. The Summer Reading Program will kick-off with Charlotte’s Web. Allison stated that she is excited about a Summer Reading Club for which some of the teenage patrons have asked to be created. Friends of the Library will be hosting a Garden Tour as a fundraiser on June 16. This will be a self-guided driving tour. She requested that Town Council members participate in a “Read Poster” promotion. She is working towards expanding programs for adults. She has developed a one-year and five-year plan on capital improvements. She wants to have a welcoming atmosphere at the library. The American Heritage Girls who are working with master gardeners and will be doing the new flower garden. She is considering bicycle rentals, a seed library, nature backpacks and much more to help create lifelong patrons. She explained how SMILE.AMAZON.COM gives back to our Library. She explained that the Friends of the Pearisburg Public Library support our organization and they support our mission. Clark commended Long for her hard work on engaging the teens at the library in activities.

Journell reported on the Public Safety Committee. Clark stated Senior Officer Journell did a fantastic job with the meeting of small businesses and Chamber Members to identify counterfeit money. She heard several positive comments back from the Clerk at Rich Creek,

Town of Pembroke, and the County. They liked his community policing ideas. Mayor Dickerson commended the Police Department on assisting the county on the investigation on egging cars.

Ballard reported on the Property and Recreation Committee. Staff had informed the Committee on the results of the Air Quality Samples done in the Community Center gym and restrooms. Eaton asked about where the area for the garden at the Library would be located. Wilson explained on the north side of the building where the road goes down to the concession stand.

Eaton reported on the Finance Committee. Meredith informed Council that he is going to develop a proposed budget amendment that would allow the Town to escrow \$60,000 in budgeted paving funds for the FY19 budget. This budget amendment will propose to establish a Capital Improvements Fund.

The Committee recommended that Council approve a tax refund to Rite Aid in the amount of \$294.49. Voting yes: Mayor Dickerson; Council Member Williams, Ballard, Journell, Harrell, Clark and Eaton. The recommendation carried by a vote of 7 to 0.

The Committee recommended that Council, pending the Town Attorney's review of the contract, the Finance Committee recommends that Council approve a contract with Paymentus for receiving online donations to the Parks and Rec. Revitalization Fund at a cost of 2.75% of each credit card transaction or \$0.50 for echecks, with the fees being paid out of the Parks and Rec. Revitalization Fund. Hartley stated it amends the maximum amount and the fees will come from the Revitalization Fund. Voting yes: Mayor Dickerson; Council Member Williams, Ballard, Journell, Harrell, Clark and Eaton. The recommendation carried by a vote of 7 to 0.

The Committee recommended that Council approve Budget Amendment 2017-2018-06. Voting yes: Mayor Dickerson; Council Member Williams, Ballard, Journell, Harrell, Clark and Eaton. The recommendation carried by a vote of 7 to 0.

BUDGET AMENDMENT FY 2017-2018-06

EXPENDITURES	Current Budget	New Amount	Difference
10.1100.4000 Bonds & Insurance	\$ 7,503.00	\$6,393.87	-\$1,109.13
10.1400.4000 Bonds & Insurance	\$ 7,503.00	\$6,393.87	-\$1,109.13
10.1500.4000 Bonds & Insurance	\$ 10,637.00	\$7,992.37	-\$2,644.63
10.1600.4000 Bonds & Insurance	\$ 13,398.00	\$13,507.00	\$109.00
10.1700.4000 Bonds & Insurance	\$ 1,423.00	\$1,238.81	-\$184.19
10.1800.4000 Bonds & Insurance	\$ 28,156.00	\$25,255.75	-\$2,900.25
10.1900.4000 Bonds & Insurance	\$ 1,814.00	\$1,438.63	-375.37
21.2000.4000 Bonds & Insurance	\$ 11,875.00	\$11,189.24	-685.76
22.2100.4000 Bonds & Insurance	\$ 13,687.00	\$12,627.88	-1,059.12
10.2200.4000 Bonds & Insurance	\$ 2,598.00	\$1,838.25	-759.75
10.2300.4000 Bonds & Insurance	\$ 10,306.00	\$10,390.01	84.01
10.2400.4000 Bonds & Insurance	\$ 1,814.00	\$1,438.63	-375.37
10.2600.4000 Bonds & Insurance	\$ 5,937.00	\$5,594.63	-342.37
10.2700.4000 Bonds & Insurance	\$ 11,626.00	\$10,549.87	-1,076.13
21.3000.4000 Bonds & Insurance	\$ 2,206.00	\$1,638.41	-567.59
10.1800.9100 VML Insurance Settlement	\$ 2,500.00	\$18,935.04	16,435.04
10.1600.2000 Parts & Repairs Equipment	\$ 5,000.00	\$6,824.44	1,824.44
10.1600.8901 Department Events	\$ 2,500.00	\$2,807.48	307.48
10.1600.7300 Fire Equipment	\$ 15,000.00	\$11,459.01	-3,540.99
10.1600.2100 Parts & Repairs Radios	\$ 1,000.00	\$2,409.07	1,409.07
Total			\$3,439.26

Current Amended Total	Revenue	Expenditures	Difference
	\$4,295,691.00	\$4,290,491.00	\$5,200.00
	\$0.00	\$3,439.26	(\$3,439.26)
	\$4,295,691.00	\$ 4,293,930.26	\$1,760.74

For Council Action on April 10, 2018

The Committee recommended that Council approve the revised financial reports for the Fire Truck Fund for the months of October, November and December 2017. Voting yes: Mayor Dickerson; Council Member Williams, Ballard, Journell, Harrell, Clark and Eaton. The recommendation carried by a vote of 7 to 0.

Williams reported on the Public Works Committee. Mayor Dickerson stated it was the best they had ever seen on the snow removal from Public Works department. Eaton asked how much longer the town would be picking up the brush from the snow storm. Meredith stated that they would continue for now but would eventually go back on regular schedule. Eaton informed staff that downed trees in the Town Park needed attention.

Clark reminded Council of the Open House for Goodwill and encouraged Council to attend.

Journell reported on the Parks and Recreation Advisory Committee. She stated the meeting went well and was very productive. The meetings will be held on the 4th Monday at 7 pm each month. She reported that the Recreation Director will be sponsoring a Summer Kickoff at the Town Pool for fundraising as well as a golf tournament, t-shirt sell and selling engraved bricks.

Clark asked about when Council had approved the first phase of the Recreation Project. It was her understanding that the project wouldn't begin until the funds were raised. Williams answered that it was his understanding as well. Eaton stated that Council never had said what the funds would be designated towards. Hartley stated Council would not move forward with a phase until the funds were raised. There never has been a plan or a budget. Meredith talked about in-kind grants. He stated that they asked for specifics on the Town's in-kind contributions to the project. The grants are very competitive, and they look for reasons to eliminate you. Harrell asked if Council was clear on exactly what they want done. She would like clarification on details. She knows that Council discussed the project not interfering with the festival, decision on sand for the promenade and discussion concerning the lighting. Harrell stated that she has heard from citizens concerning how many fields will be constructed. She prefers one field be placed. Ballard stated that Council should discuss plans for the project. His understanding was that Council had approved Phase 1 Part 1 as labeled. Hartley asked if the

project was to proceed without funding. Ballard commented it was his understanding to move forward because all that was being done was moving dirt and tearing out bleachers. He stated that if there is some ambiguity then Council should revisit the project phases. Harrell asked what could be held on the size of our field such as softball for instance. Ballard stated there was discussion on a field that would accommodate tournaments. He stated that Virginia Tech designed the field to have two baseball fields. Since then the measurements were taken and staff realized the design would not fit. Ballard stated with the size and cost of the project, Council all needs to be clear on what they are voting on. Meredith stated that the poles might be solvable. He stated that from a management perspective we don't know the cost; therefore, it's not clear what we can begin working on at this point. He is concerned about whether funds can be raised to complete two ball fields, new bleachers, sand promenade, fencing, lighting, and so forth. Council was in consensus to raise funds and then set project goals.

Journell has concerns about the two ball fields. She was informed in the original plan holding tournaments would bring visitors and income to the Town. This change in number of fields affects the way Journell looks at the project. Ballard stated the plan came to life before measurements were taken. Meredith stated that if we begin the first phase without know the project's true cost, then the Town is putting itself at risk. He stated that we should be certain that we can afford to complete a step before we begin that step. Eaton asked how we could get an estimate. Meredith stated he could subtract out certain items from the proposal to get an estimate. He would need to add some contingencies to the project for unknown items. Journell felt the methodology of the project would be different to go to one field. Ballard stated the whole design would need to change. Hartley commented that the project needed a more developed plan.

Clark stated she didn't want any of the area used for the festival events to be compromised. Harrell felt it needed to be re-visited when more information becomes available so that Council can make a more informed decision. Clark stated that we may need to revisit the initial designs and work from the beginning. Eaton stated it's one thing to revisit but she was not sure about starting at the beginning. Harrell didn't want to start at beginning. Meredith stated that the two fields were not financially feasible with only \$15,000 raised, from

a manager's perspective. He stated that if we push dirt, we can spend \$20,000 easily. Ballard had concerns with citizens that donated to the current concept. They may have donated based on the original proposal. Mayor Dickerson felt Council shouldn't start until the funds are secured to ensure the completion of Phase I. Eaton asked about how many fields Council wanted to see completed. Meredith stated that the project is iterative, what can be built will depend heavily on how much money and resources can be raised. Hartley suggested getting cost estimates for one and two fields with an itemized budget. Meredith and staff will prepare an itemized budget for the first phase

Journell stated that at her last Regional Planning Commission she was told the funds were more than they anticipated on the Downtown Grant.

Hartley stated that part of the Letter of Conditions with Rural Development is for the Town to have a Legal Agreement. He stated that work on the Right-of-Way and Title Work is almost completed. Most of the easements have been done. Hartley is waiting on Hurt & Proffitt to complete an item. He stated that once Council has decided after executive session the Attorney Letter of Conditions will be complete.

Journell made a motion that Council approve the Legal Services Agreement with Hartley and Needham, PC. for legal services necessary to close on Rural Development Loan. Ballard seconded the motion. Voting yes: Mayor Dickerson; Council Member Williams, Ballard, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

Hartley stated that he had prepared two Certificates and Affidavit of Satisfaction on the old Downtown Façade Improvement loans. He stated the time has come to forgive these loans. He stated that he didn't find any record the Westmoreland loans were recorded. He stated that in 2005 the Town deferred the loan and in 2007 had a larger lien which was released a few years ago. The first was not recorded and the Town waited for the second larger lien. He stated that Lawrence and Smith have complied and are ready to be released.

Williams made a motion that Council approve to release the liens on the Downtown Façade Loans for Lawrence and Smith and approve the Certificates and Affidavit of Satisfaction. Journell seconded the motion. Voting yes: Mayor Dickerson; Council Member Williams, Ballard, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

On a motion by Williams, seconded by Ballard, passed by the following recorded vote, Council Members, Dickerson, yes, Williams, yes; Eaton, yes; Ballard, yes; Harrell, yes; Journell, yes; Clark, yes; Council went into Executive Session as permitted by Virginia Code § 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 affect 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.

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

On a motion by Williams seconded by Ballard, and passed by the following recorded vote, Council Members Dickerson, yes, Williams, yes; Eaton, yes; Ballard, 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.

Williams made a motion to donate \$100 to Town of Pearisburg Relay for Life Team. Clark seconded the motion. Voting yes: Mayor Dickerson; Council Member Williams, Ballard, Journell, Harrell, Clark and Eaton. The motion carried by a vote of 7 to 0.

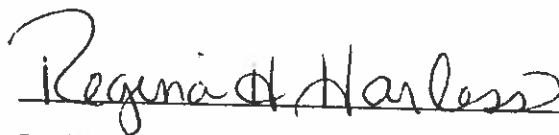
There being no further business the meeting was adjourned.

APPROVED:



Robert L. Dickerson, Mayor

ATTEST:



Regina H. Harless, Town Clerk