

The Pearisburg Town Council met in Regular Session on Tuesday, November 12, 2019 at 7:30 p.m. in the Pearisburg Town Council Chambers. Present for the meeting was Mayor Dickerson; Council Members Eaton, Clark, Ballard, and Williams; Town Attorney Hartley; Town Manager Meredith; Town Clerk Harless; Building Official Wilson; and Police Chief Martin. Also, present were citizens Kerry Dowell and Amelia Whittaker with the Virginian Leader.

Williams made a motion that Council approve the minutes to the October 15, 2019 regular Council Meeting. Ballard seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Clark and Eaton. The motion carried by a vote of 5 to 0.

Kerry Dowell citizen of Pearisburg addressed Council regarding an outage of service from Suddenlink that occurred several months prior to the Council meeting. Service was out for approximately three days. He stated that he called and spoke with representatives' multiple times to request a refund for interrupted service time. He negotiated with Suddenlink for a reasonable reimbursement amount. He stated that his purpose for speaking at the Council meeting was to inform the public and make them aware and encourage them to ask for a credit on their bill. He felt that Suddenlink should have stepped up and offered a credit due to the long outage. He understands there is nothing Council can do in the matter. He stated there was a commission in Richmond Council that the Town could contact and inform them that Suddenlink is offering a service to our customers and there were some concerns about the recent outage. Clark asked if the Town had negotiated with them on their franchise agreement. Hartley replied that the state has made so many changes for localities. He is still awaiting a response from Suddenlink on concerns he and Todd had during a recent meeting. Ballard mentioned contacting the State Attorney General of Consumer Affairs. Dowell thanked Council for their time.

Meredith briefed Council on the Virginia Department of Health Office of Drinking Water Grant "VDHODW Grant" for water loss. He stated that the letter sent to Belcher needed a response by November 15<sup>th</sup>. He stated that Belcher had worked hard on this grant. The project cost is \$45,000 with the grant supplying \$35,000. The Town will pay 50% of the remaining \$10,000 and the County the other 50%. Belcher stated that he had already signed an agreement on behalf of the PSA and sent the application in. He indicated that the VDHODW may require the Town to provide a second signature. Hartley stated that if Belcher is not asking the Town to sign the agreement at this time, then there is no concern. Belcher stated that he did not feel it will come back to the Town for signatures. Belcher stated that the PSA is more than willing to

assist the Town. Meredith felt that the objective of the grant was aligned with the Town's strategic vision for the waterworks system because it provides further assistance with the detection of water loss and designating metered zones to help tighten up the system. He thinks it's a great opportunity, combined with the capital improvement plan, to make the Town's waterworks operation more efficient and effective for residents. Belcher stated that one item to be explored was moving billing around to match the zoned areas. This will give you an idea of issues in that zone. The Town and PSA are each putting up \$5,000 and have each already paid \$2,500 for assistance with the grant application.

Clark reported on Public Safety Committee. The Fire Department is working on a cost estimate for a new brush truck. Williams commended Officer Journell for his professionalism on the call that he worked on the accident with a large truck carrying flammable fuel on US 460 near Celanese. The actions taken by Officer Journell to secure the scene and manage traffic for other first responders expedited the response efforts. Due to his actions, all first responders were able to operate most efficiently and effectively.

Williams made a motion that Council approve the Public Safety reports that include the Police and Fire Reports for October 2019. Clark seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Clark and Eaton. The motion carried by a vote of 5 to 0.

Ballard reported on Property and Recreation Committee. Wilson explained the problem with the steam boiler at the Community Center and commended the efforts made by Mitchell Niece and Joey Carroll to diagnose the source of the problem saved the town tremendously. Council thanked Mitchell Neice and Joey Carroll for their actions.

Eaton made a motion that Council approve the Property and Recreation Reports that include the Recreation and Building Permit reports for October 2019. Clark seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Clark and Eaton. The motion carried by a vote of 5 to 0.

Eaton reported on the Finance Committee. Meredith addressed two needed corrections to the notes. The contribution amount from VDOT is listed as \$140,000 and needs to be corrected to \$120,000 for a total amount of \$240,000 and the PSA will receive the Suez bill in January, not in December.

The Finance Committee recommended that Council approve a refund for personal property taxes in the amount of \$60.00 to Kerry Hamblin. Voting yes: Mayor Dickerson;

Council Members Williams, Ballard, Clark and Eaton. The recommendation carried by a vote of 5 to 0.

The Finance Committee recommended that Council approve a refund for the Business License Tax in the amount of \$169.40 to Pizza Hut/Rage Inc. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Clark and Eaton. The recommendation carried by a vote of 5 to 0.

Eaton reported on the Public Works Committee. They discussed the possibility of AEP assisting with the installation of lights at the baseball field at no cost to the Town. Hartley asked about keeping the old chlorination gas disinfection system. He stated that safety concerns regarding the storage of chlorine on the premises was one of the reasons for switching to the UV disinfection system. Wilson stated that staff were only requesting to keep the chlorine disinfection infrastructure. He stated that tanks containing chlorine gas would not be kept on sight. He stated that the Town would seek to borrow tanks from the PSA or Town of Narrows should emergency conditions require the Town to use the chlorine disinfection system. He pointed out that the request to keep the chlorine disinfection infrastructure was to preserve the capacity to use the system as a backup in a worst-case scenario. Wilson stated that the Operating Manual would require training of staff. He stated that this would not be an alternative to UV System, but a back-up should the need arise. Hartley commented that there was never any determination as to why the tank leaked. It could have been very serious. Meredith stated that he believed that it would create redundancy in the system and provide a safety net should the UV system become inoperative. Wilson assured Council the chlorine tanks would not be stored at the sewer plant.

Clark made a motion to approve the street name for the street in the E & J Development as "Par Four Drive." Ballard seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Clark and Eaton. The motion carried by a vote of 5 to 0.

Meredith briefed Council on proposed changes to the Business Incentive Grant. He stated that there is \$3,000 left over from last fiscal year. He made changes to No. 6 and No. 7 of the Grant from to increase the maximum size of an individual award from \$5,000 to \$8,000 and increased the total grant funds available from \$7,500 to \$10,500, respectively. Number 8 on the list of criteria was amended to accept applications on a rolling basis. The changes are proposed for FY2020 only. Applicants that applied for the CDBG Program will be eligible first. The work must be completed by May 1<sup>st</sup>.

Eaton made a motion to approve the new changes to the Criteria for Business Incentives Grant in Downtown (FY 2020 Only). Ballard seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Clark and Eaton. The motion carried by a vote of 5 to 0. Eaton asked if Meredith would get the word out. He replied that he would get with all the applicants that were interested in the CDBG.



## TOWN OF PEARISBURG

112 TAZEWELL ST.  
PEARISBURG, VIRGINIA 24134

Robert L. Dickerson  
*Mayor*

Council:  
Jimmie R. Williams  
Kristi Eaton  
Judy R. Harrell  
Susie Journell  
Cathy Clark  
Jason S. Ballard

Todd Meredith  
*Town Manager*  
tm Meredith@pearisburg.org

Jackie C. Martin  
*Chief of Police*

Regina H. Harless  
*Town Clerk*

Hope Harrell  
*Town Treasurer*

Allison Long  
*Librarian*

Rodney F. Wilson  
*Building Official /  
Public Works Director*

Danielle Collins  
*Recreation Director*

Telephone:  
(540) 921-0340

Website:  
www.pearisburg.org

### CRITERIA FOR BUSINESS INCENTIVES GRANTS IN DOWNTOWN (FY2020 ONLY)

In order for a non-manufacturing business to receive an incentive grant from the Town of Pearisburg, the business must meet the following criteria:

1. The business must be in an area designated by the town council for revitalization or in the B-1 or B-2 Zones.
2. The business owner or owners must match 100% of the grant money awarded.
3. The business owner or owners may not receive the grant in excess of two times within a five-year period.
4. The grant and the match must be used for façade (exterior appearance) improvements or interior improvements. Work must be completed on or before May 1 of the same fiscal year in which the grant was awarded. These improvements will be detailed in a contract.
5. The business must submit a letter to the town outlining the proposed improvements, which must be approved by the municipality.
6. The grant amount will not exceed \$8,000 or the estimated amount of total taxes that the business will pay over a three-year period. The amount of grant money awarded shall be at the discretion of the town council. Taxes eligible for consideration include BPOL, Real Estate, and Meals. Applicants may be required to submit financial records for consideration.
7. Total grants available in a budget year will be limited to \$10,500. No applications will be approved after commitment of the full allocation available until the next fiscal year. Any application submitted will be held and considered for funding when funds become available.
8. Initial applications will be accepted and screened by the Town Manager on a rolling basis. The Town Manager will make recommendations concerning each application to Council. Awards will require approval of the full Council at a regularly scheduled meeting of the Town Council.
9. Leftover Business Incentive Grant Town funds not awarded during the application period may be used by the Town for downtown beautification and revitalization projects.

Adopted this 12th day of November, 2019.

Approved: Todd Meredith  
Todd Meredith, Town Manager

Council tabled the proposed Change Order No. 2 Division I for Mendon Pipeline until December to allow Meredith time to clarify the details of the change order.

Williams made a motion to approve the Parade Permit for the Annual Christmas Parade. Clark seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Clark and Eaton. The motion carried by a vote of 5 to 0.

Meredith updated Council on the small baseball field project. He has been working with Wilson and County staff to develop a feasible plan. He stated that the County would like to assist in grading the field and installing the drainage system. County staff suggested to slope all water away with a few changes to the proposed drainage system designed by Hurt & Proffitt. He stated that Wilson had contacted a vendor to obtain a cost estimate for the drainage system. Meredith stated that he has developed a project budget with an estimated total cost of \$20,000 for the project. This does not include new lighting. He stated that the Town has approximately \$8,000 in the current general fund and it's too early to any budget variance that could be used to fund the project. He stated that the project could be funded from the general fund if Council decides to move forward. Meredith will prepare a budget amendment to present to Council at the December meeting to include funds for the small ballfield drainage system.

Williams made a motion for Meredith to move forward with repairs to the drainage system and working with the County on a budget of \$20,000. Clark seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Ballard, Clark and Eaton. The motion carried by a vote of 5 to 0.

On a motion by Williams, seconded by Ballard, passed by the following recorded vote, Mayor Dickerson, yes; Council Members: Williams, yes; Eaton, yes; Ballard, yes; Journell, absent; Clark, yes; and Harrell, absent; Council went into Executive Session as permitted by Virginia Code § 2.2-3711(A) (1), for discussion, consideration or interviews of candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town of Pearisburg.

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

On a motion by Clark seconded by Eaton, and passed by the following recorded vote, Mayor Dickerson, yes; Council Members: Williams, yes; Eaton, yes; Ballard, yes; Journell, absent; Clark yes; and Harrell, absent; 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.

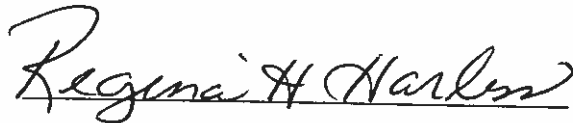
There being no further business the meeting was adjourned.

APPROVED:



Robert L. Dickerson, Mayor

ATTEST:



Regina H. Harless, Town Clerk