

The Pearisburg Town Council met in Regular Session on October 13, 2020 at 6:30 pm at the Pearisburg Municipal Building in the Council Chambers and via electronic meeting using Zoom technology hosted by April Williams. Present for the meeting in the Council Chambers Mayor Dickerson; Vice Mayor Eaton; Council Members Williams, Harrell, Journell, Ballard and Clark; Town Manager Meredith; Town Clerk Harless; Police Chief Martin; Treasurer Harrell; Director of Public Works Wilson; Assistant Town Clerk Williams; Lieutenant Gautier and Officer Gordon Oakes. Present for the meeting via Zoom Town Attorney Hartley; Council Member Clark; Amelia Whittaker, Virginian Leader; American Heritage Girls Troop Leader Emily Walker; and American Heritage Girls; Hailey Myers, Sarah Jones, Grace Meredith, & Grace Walker.

Chief Martin introduced recently hired Police Officer Gordon Oakes to Council. Before joining the Pearisburg Police Department, Oakes worked for Radford City Police Department. Council welcomed him to the Town and stated that they look forward to working with him.

Chief Martin presented Lieutenant Gautier with the Mothers Against Drunk Driving (MADD) Award. Every year the Virginia Chapter of MADD (Mothers Against Drunk Driving) solicits Chiefs and Sheriffs of the Commonwealth to nominate an officer that exceeds expectations in DUI enforcement and DUI Education Programs. Chief Martin said that since January of 2019, Lieutenant Gautier has taken 14 offenders off the road. Every year they have a dinner or a lunch and that has been cancelled this year due to COVID. Chief Martin said that he received an email advising him that Gautier was selected. Chief Martin presented the award to Lieutenant Gautier.

The Mayor welcomed American Heritage Girls Troop Leader, Emily Walker and the American Heritage Girls from Troop Virginia 2345. Emily thanked Council for having them. They are working on the requirements to earn their Government Badge.

Williams made a motion to approve the minutes of the Regular September 08, 2020 Council meeting as written. Eaton seconded the motion. Voting yes: Mayor Dickerson; Council Members Harrell, Ballard, Journell, and Clark. The motion carried 7 to 0.

Journell reported on the Public Safety Committee Meeting. The committee discussed one of the fire trucks that is not holding water and the possibility of taking it out of service for repairs. Meredith asked for an update on the fire truck not holding water. Chief Martin advised

that the problem was an elbow and that it's a minor fix. The truck can function as a backup. The committee also discussed the new police vehicle, it has been ordered and should be delivered this week. Once the decals and equipment are installed, the department will work with the Town Manager to develop a plan to surplus one of the older vehicles.

Ballard reported on the Property and Recreation Report. Journell inquired on the status of the Christmas light issue, derelict houses, and signage on East End of Town. Wilson stated that he had been in contact with AEP. He was told by an AEP representative that they planned to place our equipment on the poles hopefully by the middle of November. He reported that around the signage on the south end of Town the Public Works Crew had removed around 15 bushes and trees. There is still one boxwood that could be trimmed down more but due to the light on the sign it may need to be removed. The derelict houses have been discussed but due to COVID it has been difficult to move forward. He stated that there are four structures in town that need to be demolished. He reported that it was hard to get anyone to see what would be required by the Department of Labor and required permits. Also, of recent concerns with the economy no funds were budgeted to proceed with demolition. Would like to be able to address in the next year and possibly attack them one at a time or proceed with demolition on all four at the same time. Clark asked for the location of the properties. Wilson stated there was one on Lane Street, two on Wenonah and one on Morris Avenue. Wilson informed Council the houses were vacant. Clark asked if the taxes were current on the properties. Wilson stated that taxes are current on all but one and it is currently in arrearage. Clark asked if letters had been sent to the property owners concerning the condition of the property. Wilson answered that letters were mailed, and that according to Virginia Maintenance Code they are required to be secure from public entry. Wilson stated that the four properties have been vacant for more than 20 years and that all properties are compliant with maintenance code because they are secure from public entry. He stated that the Town can submit demolition notices. Clark is in favor of sending owners demolition notice and would like to see them removed within next few months. She suggested this item be added to the Council Retreat agenda.

Eaton reported on the Finance Committee. The committee discussed obtaining a quote from Edmunds Software for barcodes to be added to the utility mailing labels. This additional feature would save the town \$300 in annual mailing fees. The committee discussed obtaining three additional credit cards for the Public Works/Streets, Library and the IT Departments.

The Committee recommends that Council approve and adopt the Budget Transfers in Appropriations FY 2021-01. Voting yes: Mayor Dickerson; Council members: Eaton, Williams, Harrell, Journell, Ballard and Clark. The recommendation carried by a vote of 7 to 0.

BUDGET TRANSFERS IN APPROPRIATIONS FY 2021-01

EXPENDITURES				Current Budget	New Amount	Difference
Transfer In	From	10.1500.1511	POLICE EQUIPMENT	\$ 21,990.00	\$ -	\$ (21,990.00)
Appropriations	To	10.5000.1503	POLICE EQUIPMENT	\$ -	\$ 21,990.00	\$ 21,990.00
TOTAL						\$ -
Percent Change						\$ -
				Revenue	Expenditures	Difference
Current				\$ 4,497,626.00	\$ 4,519,616.00	\$ (21,990.00)
Amended				\$ -	\$ -	\$ -
Total				\$ 4,497,626.00	\$ 4,519,616.00	\$ (21,990.00)

For Council Action on October 13, 2020

The Committee recommends that Council approve and adopt the Budget Amendment FY 2021-02. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Harrell, Journell, Ballard, and Clark. The recommendation carried by a vote of 7 to 0.

BUDGET AMENDMENT FY 2021-02

AGENDA ITEM NO. 5c-9

EXPENDITURES		Current Budget	New Amount	Difference
10.5000.1501	Police Vehicle	\$ -	\$ 45,086.00	\$ 45,086.00
			Total	\$ 45,086.00
			%Change	0.998%
REVENUE				
10.0340.4300	STATE ROAD AID	\$ 485,701.00	\$ 516,704.00	\$ 31,003.00
10.0340.4400	STATE POLICE AID	\$ 66,338.00	\$ 73,324.00	\$ 6,986.00
10.0340.4800	VDOT REVENUE SHARING	\$ 60,000.00	\$ 185,353.00	\$ 105,353.00
			Total	\$ 143,342.00
		Revenue	Expenditures	Difference
Current		\$ 4,497,626.00	\$ 4,519,616.00	\$ (21,990.00)
Amended		\$ 143,342.00	\$ 45,086.00	\$ 98,256.00
Total		\$ 4,640,968.00	\$ 4,564,702.00	\$ 76,266.00

For Council Action on October 13, 2020

Meredith informed the Committee that he has worked with Jamie Snider and Allison Long to develop a plan to utilize CARES Act Funds for the purchase of laptops for staff who may be forced to work remotely during the COVID-19 Pandemic and to make technological upgrades at the Library to comply with social distancing and compliance with CDC and VDH requirements. Meredith informed the Committee that County Administrator McKlarney has reviewed the spending plans and has advised that the expenditures will be reimbursed with CARES Act Funds. The Committee advised staff to proceed with the purchases.

Eaton reported on the Public Works Committee. The water loss for August was 45.79%. The committee discussed leak information, landscaping, paving, sidewalk repairs, UV and Sewer Line Replacement Project. The committee also discussed water meters. Staff is looking into a new water meter that uses a magnetic field to measure waterflow in place of mechanically measuring flow. The new meter also offers the ability detect leaks at the meter and in the area of the meter.

Eaton reported on the Beautification Committee and wanted to thank the Recreation Director, Danielle Collins and her staff for completing the painting at the pool, pulling weeds and Hope Harrell for planting flowers at the Police Department. Eaton advised Council that the Town crew has been working on the lighting at the entrance near Jack & Jill's and the sign at the Community Center. The Committee is looking at some upcoming projects for the future.

Journell addressed Council and handed out a copy of a public notice that was published in the Virginian Leader. The notice concerned the PSA applying for authorization involving river withdrawal water. Meredith stated that the notice was put in the paper for the PSA to keep the permit active. He stated that in order to meet the requirement the PSA had to post notice in the local paper. Meredith stated that he could invite the PSA Director to attend the November meeting to answer any questions or he can ask for more information. Williams stated that the river withdrawal wording in the ad concerned him, he wanted to know why they didn't mention the permit in the article. Clark asked if it was a project or permit. Journell answered that the ad indicated it was a project they had submitted application on. Harrell felt there should have been a time frame to advertise within and it should have already expired. Harrell felt that the article was misleading. Meredith stated the PSA had a deadline that was nearing and needed to

get it advertised to keep the permit active. Clark agreed that the article is confusing and felt that clarification is needed from the PSA Director. Meredith stated he would contact the PSA Director and gather more information for Council.

Council discussed the proposed Lease Agreement with Giles Health & Family Inc. Meredith stated he would like to strike out the pipe clogging portion and allow Town Staff to do the repairs. Helen Wallace, acting on behalf of the Giles County Health & Family Inc., would like the pipe clogging, freezing, glass breakage portion removed from the lease agreement. Eaton asked if we had problems out there before, Clark advised yes. Clark stated that she would like to see the glass breakage statement and freezing of pipes removed as well because she didn't feel it would be the tenant's responsibility, given the age of the building. Meredith replied it was a template the Town uses for leases and several items are built in. It is Meredith's recommendation that we remove or reword the statement. He stated that Council could amend the lease and get Hartley to review it before being signed. Clark asked if the Town was charging for rent. Meredith answered that no rent was being collected. He noticed the security deposit of \$500 in the lease and will have it removed. Ballard asked if Wallace was good on the discussed items being removed. Meredith answered that Wallace was good with the changes.

Ballard made a motion that Council approve the Lease Agreement with Giles Health & Family Inc contingent upon the three discussed items being removed from the lease as per Council discussion. Williams seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Harrell, Clark, Eaton, Ballard and Journell. The motion carried by a vote of 7 to 0.

Meredith briefed Council on Direct Deposit Agreements and documents. Hartley has reviewed the documents and the suggested changes have been made for Council consideration.

Ballard made a motion that Council approved the necessary Direct Deposit Agreements to begin the process of implementing Direct Deposit for payroll. Williams seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Harrell, Clark, Eaton, Ballard and Journell. The motion carried by a vote of 7 to 0.

Meredith advised Council that the Easement for the mural was reviewed by Eartha Developers and everything looks in good order they are agreeable. He stated that the only

suggestion they had was in paragraph 1 pertaining to "Additional terms of 1-year". They suggest extending the renewal to five-year terms and automatically renewing. Clark asked if we do the five-year renewal, does that mean the Town will maintain it for another five years. Hartley said that Clark was correct. He advised that the Town would be obligated to maintain and repair it if we are leasing the wall from them. Clark advised that we are looking at 10 years of maintaining and repairing a mural and she felt that was a long time. She is not sure we will be applying for funding again, that pays for murals and we will have to budget for it. Clark asked Hartley if Council could make that a possibility of five years and then do year by year. Hartley advised we could put a clause, that the maintenance and towns obligations are subject to appropriations after the first 5 years. If council does not appropriate money, then the lease would be terminated. Clark wants a clause that will give the Town an out if we don't have the funds or get a grant. She is not comfortable with looking at 10 years. Hartley either bring back to council or approve and make it subject to appropriations. Mayor Dickerson asked Hartley if that would fall under paragraph No. 1. Hartley stated that the owner suggested the five years. He advised that we could do the one year or do the five and after the five renew. Meredith will get with the owners and let them know that the Town prefers a one-year renewal. Meredith informed the Council that the prep work is not complete and that the project will be completed in the spring.

Mayor Dickerson addressed Council about the Council Retreat. There was some discussion about when the meeting took place last year. The Mayor advised that the meeting took place the first Saturday in December last year and that Council could consider the same this year if that time works for everyone. It was decided the Council Retreat will take place on Saturday, December 5 from 10 a.m. to 2 p.m.

Mayor Dickerson asked Council if everyone approved of the memo that was distributed regarding social media and everyone was agreed that it was good.

Meredith addressed the Council about the need to plan for the upcoming Christmas Parade. He stated that staff needed direction from Council concerning whether to plan for a traditional parade, modified parade, or to have no parade. It is his understanding that most localities can proceed with parades. Staff have discussed the possibility of having a drive thru

parade with stationary floats, but this would require an increased level of coordination with the Police Chief. Martin advised that he would be good either way. Meredith advised we also work with the Merchants on this and that plans would also require their approval. Eaton asked where this would take place. Meredith responded that it would be on Main & Wenonah. Floats would be on one side and we would manage the flow of traffic on the other side. Martin stated that it may difficult to manage the traffic flow and Main St. He stated that parades normally take about 45 minutes. Chief also advised that signage would be important. Ballard asked staff to identify the downside to having a normal parade. Meredith stated that the most immediate concerns would be practicing social distancing, wearing a mask, and adhering to the CDC and VDH guidelines. Ballard stated that he was in favor of a normal parade and that attendees have personal responsibility to follow guidelines and best practices. Harrell said if we have a parade with the normal amount of people that we normally have; people may not be able to social distance. Streets are usually lined with crowds. Mayor Dickerson stated that parades are usually packed. Harrell said it would be nice to have a normal parade but how do you control a crowd of people. Meredith advised that we can't control the crowd, but the Town can encourage attendees to CDC and VDH guidelines. Clerk Harless advised that we need at least 45 days for the VDOT application to be processed. Harrell suggested that we could encourage people to cooperate. She further stated that they may be able park on the street and stay in their cars to attend a traditional parade. Harrell said that a lot of people look forward to this parade, but we still want everyone to be safe. Council discussed drive thru or regular and the possible routes. Meredith asked about deadline for the Virginian Leader. Whittaker was not sure when the information needed to be submitted. Meredith advised that staff proceed with a plan within the next week or two and update Council.

Meredith advised that the Town would host the election at the Town Office as we normally do. The County will disinfect the building the morning after the elections. Meredith stated that he recommends that the Town municipal building be closed the day of the election and day after. He would like the Town Office building to sit unoccupied the following day and then the Town custodian will return Thursday morning to disinfect again before staff and the public enter the building. The only building this will affect will be the Town Hall. If Council is

agreeable, he will proceed. There were no objections from Council. Meredith stated that he would proceed with closing the municipal building on November 3rd and 4th.

Meredith spoke to Council about the possibility of hosting the students from Holy Cross for Spring Break 2021. The students travel from Boston, stay at Community Center, and use the Fire Department for showers. Harrell was not in favor and Clark agreed. Council agreed not to host students this year to reduce the risk associated with the COVID-19 pandemic.

Meredith requested that Council consider switching the times for committee meetings. Finance often has a long agenda and they need more than the allotted time. The change would require all committees to switch meeting times. This would allow more time for Finance. Council agreed that beginning in November 2020 committees' schedules will change. Clerk Harless and Assistant Clerk Williams will get the information out to Council as per Mayor.

Meredith spoke to Council about the barcode system with Edmunds. He explained the need for barcodes and how beneficial this would be for staff, the post office and financially. Meredith advised the software would save the Town approximately \$300 a year and would pay for itself within eight years. Harrell asked if this was a onetime fee and Meredith answered yes.

Harrell made a motion that Council approve moving forward with purchasing the Barcode System with Edmunds. Eaton seconded the motion. Voting yes: Mayor Dickerson; Council Members Williams, Harrell, Clark, Eaton, Ballard and Journell. The motion carried by a vote of 7 to 0.

Meredith asked Council if they had any questions about the appraisal report for Whitt-Riverbend Park. Meredith thought it would be good to put this item on the Council Retreat. He advised send questions to him in advance so that he can gather required information. Journell asked if there were other entities the Town could approach to gauge their interest in the property. She understands they would need to be public agencies. Meredith stated that he wasn't aware of anyone else that might be interested. Meredith asked Hartley if there was anyone else that would be eligible purchase the property. Hartley stated it was possible for it to be a state park. The biggest obstacles would be the access and the fact that the road floods. He felt it might be worth discussing with the state. Meredith asked if the Town limited to selling or trading the parcel to only government agencies. He stated that he understood the

restrictions will not allow private parties to develop a campground. Eaton asked Meredith to talk with the County Administrator to see if there is interest. Clark requested that the appraiser provide the Town with a few comparable properties in the area. She felt it would be of interest to see how similar properties are valued without the restrictions, then Council could take into consideration the restrictions. Clark suggested seeing what Kairos Resort in Glen Lyn properties was valued. Meredith stated he would make that request. He will also collect information on the costs to maintain the property annually. Hartley stated that felt the appraisal was rubbish and that Lemmon didn't properly appraise the property. He stated the Town needs to look at what opportunities are available. There are many parks in Virginia you must pay a fee to use. There could be opportunities for leasing the property. Clark asked Hartley if he agreed with asking for comparable properties. Hartley stated that he thinks the Town is wasting their time with the appraisal. Clark replied that she would like Lemmon to provide a few comparable properties since Council's goal was to come up with a price. Meredith will contact Lemmon and see if he can provide comparable properties at no additional charge. If there is no charge, he will proceed. He will add this item to the retreat.

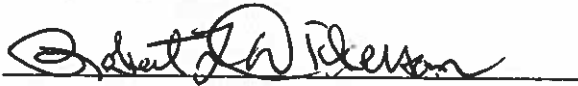
On a motion by Williams, seconded by Eaton, passed by the following recorded vote, Mayor Dickerson, yes; Council Members Williams, yes; Eaton, yes; Ballard, yes; Journell, yes; Clark, yes; and Harrell, yes; Council went into Executive Session as permitted by Virginia Code § 2.2-3711(A) (1), for discussion, 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 regarding: information from Town Manager regarding employee personnel discipline; and Virginia Code §2.2-3711(A) (29), for discussion of the award of public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms of scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the Town on a potential contract: regarding discussion of proposed lease agreement with Gigabeam and proposed franchise agreement with Suddenlink.

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, yes; Clark yes; and Harrell, yes; Council returned to regular session.

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

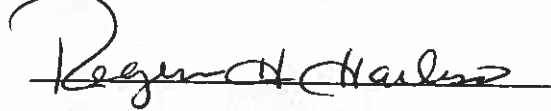
There being no further business the meeting was adjourned.

APPROVED:



Mayor Robert L. Dickerson

ATTEST:



Regina H. Harless, Town Clerk