

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 1, 2020, AT 7:00 P.M. BY ELECTRONIC COMMUNICATIONS PURSUANT TO SECTION 15.2-1413, CODE OF VIRGINIA (1950), AS AMENDED, AND ORDINANCE NO. 1016

MEMBERS PRESENT: Bradley E. Grose, Mayor
Sabrina McCarty, Vice Mayor
Keith N. Liles
Laurie J. Mullins
Michael W. Stovall

STAFF PRESENT: Pete Peters, Acting Town Manager/Director of Economic Development
Susan N. Johnson, Executive Assistant/Town Clerk
Jeremy Carroll, Town Attorney
Anne Cantrell, Finance Director/Treasurer
Fabricio Drumond, Interim Police Chief
Donna Collins, Human Resources Director/Risk Manager
Joey Hiner, Public Works Director
Chasity Barbour, Community Programs & Facilities Director

The Vinton Town Council meeting was held via Zoom with livestreaming on the Town of Vinton, Virginia Government Facebook Page. The Mayor called the regular meeting to order at 7:00 p.m.

The Town Clerk called the roll with Council Member Liles, Council Member Mullins, Council Member Stovall, Vice Mayor McCarty and Mayor Grose present and announced there was a quorum of Council. The Town Clerk next announced the names of staff and others present, confirmed that the meeting was being held in accordance with Ordinance No. 1016 and Amendment 28 to House Bill 29 adopted at the 2020 Reconvened Session of the Virginia General Assembly and that everyone present was participating by electronic means.

Roll call

After a Moment of Silence, Council Member Liles led the Pledge of Allegiance to the U.S. Flag.

Under upcoming community events/ announcements, Vice Mayor McCarty announced the following: September 12 – 7-10:00 p.m. – Mingle at the Market with Harddrive Crew – Farmers’ Market; September 17 – Vinton Area Chamber of Commerce Golf Tournament – Botetourt Golf & Swim; September 26 - 7-10:00 p.m. – Mingle at the Market with Adam Rutledge – Farmers’ Market; October 3 - 10:00 a.m.-4:00

p.m.- Fall Festival; October 6 – 6-8:00 p.m. – National Night Out – Charles R. Hill Community Center and October 10 – Mingle at the Market with The Oddfellows Band – 7-10:00 p.m. – Farmers' Market.

Angie Chewning with the Vinton Chamber commented that the Chamber prepared 600 goodie bags for the teachers; updated the Menu book and distributed 200 and has commissioned a Vinton print with Red Bubble for items that be purchased directly on the website. Ms. Chewning next commented that she and Chasity Barbour have been visiting Vinton businesses for Visit Virginia's Blue Ridge and getting pledges signed that they would stay in compliance with the CDC guidelines.

With regard to the Fall Festival on October 3rd, the Chamber is offering all downtown businesses a free spot in front of their business and there has been a lot of positive response from the vendors to participate. Ms. Barbour then gave an update on the steps that would be taken to comply with the CDC guidelines during the Festival.

With regard to the Christmas Parade, Ms. Chewning next commented the theme will be Vintage Vinton, a unique drive-through Christmas Parade. All parade entries will be stationary along the parade route and vehicles will drive through similar to the Elks Home in Bedford. Food trucks will be at the line-up stations on Highland and the ballfield behind Billy Byrd Apartments. Individuals will also be asked to decorate their vehicles and they will be judged as well as the floats. Vinton Baptist Church will be decorating the storefronts prior to the parade.

The Senior Expo has been postponed to March 2021.

Under awards, introductions, presentations and proclamations, Anne Cantrell commented that the Town has received the Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended June 30, 2019 for the 24th year.

The next item on the agenda was a briefing on the National League of Cities Residential Water and

Sewer Service Line Warranty and Water Loss Protection Program. Anne Cantrell first commented that the Virginia Municipal League had reached out to the Town at the beginning of the year regarding a program they endorse for their participating localities. She then turned the meeting over to Jim Golden and Jenna Hazelet and they reviewed a PowerPoint presentation, which was a part of the agenda package and will be on file in the Town Clerk's Office as a part of the permanent record.

The Mayor asked if the \$2,500 mentioned referred to an adjustment in the water bill and Mr. Golden responded that was correct. The Mayor next asked if there would be a waiting period once the program is implemented. Mr. Golden responded there is a 30-day waiting period from the time someone first signs up to prevent someone from signing up to just go in and repair whatever is wrong with their home.

The Mayor next commented that there are a number of rental units in Vinton and asked who would sign up for the program, the property owner or the tenant and who would benefit from it. Mr. Golden responded that with the sewer line protection program, it would usually be the homeowner that would obtain the policy because ultimately, they will be paying the bill. With regard to the water loss program, Ms. Hazelet responded that the individual whose name is on the water bill would be the one to decide if they wanted to participate or not. The Mayor then asked how would the billing be handled and Mr. Golden responded that they would handle all of the marketing and billing for the service line warranty. Ms. Hazelet responded that the water loss program would be billed each month on the water bill. Each individual can opt out of the program at any time and come back at any time with a 30-day waiting period.

Council Member Stovall commented this is a great program and offering it to the citizens is a great opportunity because it is a sticker shock when you find out that you have a break. Also, most individuals just want the leak fixed, but with this program that repair the whole line. Council Member Mullins asked if a customer wanted the water, sewer and internal plumbing it would be \$21.99 a month. Mr. Golden responded that was correct. The leak protection would be a separate program.

Council Member Liles commented that the program would be a great benefit to the citizens especially the education piece and reiterated Council Member Stovall's comments about a break being a sticker shock. Vice Mayor McCarty commented that the programs are very intriguing to her and felt they should speak to first-time home buyers. She wished she would have had it when she purchased her first home several years ago in Vinton and the Town definitely needs to offer it to our citizens.

Mr. Peters commented that Ms. Cantrell will provide some additional information to Council on the rate structure of the programs that were presented this evening.

The next item on the agenda was to consider adoption of a Resolution adopting the new Town of Vinton Purchasing Policy. Anne Cantrell commented that Council was briefed on the new Purchasing Policy at their last meeting and reviewed the key components of the Policy.

Council Member Stovall made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Liles and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Liles, Mullins, Stovall, McCarty, Grose; Nays (0) – None.

Adopted Resolution No. 2375 adopting the new Town of Vinton Purchasing Policy

The next item on the agenda was to consider adoption of a Resolution authorizing the Town Manager to execute a License and Services Agreement with Tyler Technologies, Inc. for Munis Software. Anne Cantrell commented that they currently have this software in a limited capacity for taxes and cashiering relating to that system and that it is hosted on the Roanoke County server. During the time period of March to May when the Finance Department was fully teleworking, there were instances where we were not able to get utility bill account balances for weeks. Also, we cannot go fully remote because our current software does not have an option for employees to log in and get their pay stubs and leave balances. Munis will allow a portal for employees where they can log in and get that information. It will also cover utility billing, enhance some of the different billing options that we can provide and will allow citizens to pay all

of their bills at one counter instead of having to separate.

Because the full conversion will take approximately 18-20 months, we will not be able to accomplish the full software conversion by December 30; however, we have worked with the company to do a lot of the billing by December 30. Approximately \$115-150,000 of the cost will be covered by the CARES Act, which will leave us with approximately \$150,000 for the Town to cover. We want to let Council know that the balance will be a part of the CIP budget for FY2022.

Mr. Peters commented this is on State contract which will expedite the procurement process.

Vice Mayor McCarty made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Mullins and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Liles, Mullins, Stovall, McCarty, Grose; Nays (0) – None.

Mr. Peters expressed appreciation to Council for their approval of this purchase. It became apparent during the COVID-19 Pandemic that our current financial software package is quite antiquated and the software will make the Finance Department more efficient and probably expand their abilities in ways we are not even sure yet that exist.

The next item on the agenda was to consider adoption of an Ordinance authorizing Hazard Pay up to the amount of \$48,443.00 from CARES Act funds and Gratitude Bonus from the General Fund up to the amount of \$24,025.00, from the Utility Fund up to the amount of \$15,377.80 and from the Stormwater Fund up to the amount of \$5,958.43. Donna Collins first reviewed a slide showing the breakdown of the hazard pay and gratitude bonus by groups of employees, amounts and funding sources. With regard to the awarded leave, Ms. Collins commented that the Town had a limited amount of funds to work with for the gratitude bonus for employees. In order to equal out what we were able to do under the CARES Act for the public safety officers, it was decided that 40 hours of awarded leave would be given to those employees to be used through December of 2021. This covers the time period from March 20th through July 24th of

Adopted Resolution No. 2376 authorizing the Town Manager to execute a License and Services Agreement with Tyler Technologies, Inc. for Munis Software

this year. If there were any employees that did not work that entire time period, then an adjustment will be made to allocate that accordingly.

Council Members expressed appreciation to the employees for all of the hard work they have done, especially during this time and that it is great for the Town to be able to do this. The Mayor also expressed thanks to the entire staff for the dedication that has been displayed during this difficult time of the COVID pandemic and the sacrifices and adjustments that each of them have had to make personally and professionally.

Vice Mayor McCarty made a motion to adopt the Ordinance as presented; the motion was seconded by Council Member Liles and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Liles, Mullins, Stovall, McCarty, Grose; Nays (0) – None.

Mr. Peters expressed appreciation on behalf of the employees for all that Council does to support them.

The Acting Town Manager next commented that at the September 15th meeting, Council would be asked to take action on the second allocation of funding from the CARES Act, which will bring the Town's total up to \$1.4 million. With regard to the Housing Rehab Grant that we were not successful in getting, staff had a debriefing yesterday with DHCD and we learned some valuable information and realize that we are not very far off from getting funding. We are going to polish up our application and resubmit in late October. If we are successful in this second application cycle, we could be able to get underway in early Spring.

With regard to the Glade Creek Greenway extension construction, this portion will have a trailhead along Gus Nick Boulevard at the athletic fields and will meander around Glade Creek Greenway and terminate at the park. Phase IIB will connect to Walnut Avenue and the original Phase that is already completed.

Mr. Peters next commented that the crosswalks at the Hardy/Vinyard intersection have been completed and the Pollard/Gus Nicks intersection should be completed soon and we are hoping that

Adopted Ordinance No. 1021 authorizing Hazard Pay up to the amount of \$48,443.00 from CARES Act funds and Gratitude Bonus from the General Fund up to the amount of \$24,025.00, from the Utility Fund up to the amount of \$15,377.80 and from the Stormwater Fund up to the amount of \$5,958.43

within the next 30 days those two intersections will become active.

Roanoke County and the Virginia Department of Health are coordinating some public COVID testing dates to be held in Vinton with more details to come. The first tentative date is September 21st and will take place as a drive through testing location at the Vinton War Memorial.

Mr. Peters expressed appreciation to Public Works for their work on Walnut Avenue on some stormwater infrastructure in anticipation of the potential for high water this past weekend.

In closing, Mr. Peters commented that staff in consultation with the Police Chief are monitoring several bills that are potential concerns for the Town particularly with Public Safety and will provide updates to Council.

The Mayor commented that this month on the inside cover of the Virginia Town and City magazine, was a picture of the Town's Safety Committee that won the Margaret A. Nichols Risk Management Leadership Award. The Mayor next commented that all of the events that had been discussed earlier in the meeting tonight would be conducted in compliance with the restrictions and regulations of the CDC. Also, the CARES Act funding that the Town has received cannot be spent to pay off debt. The intention was to boost the economy during this difficult time and that is what it is doing by having those funds flow through the Town to other businesses and contractors.

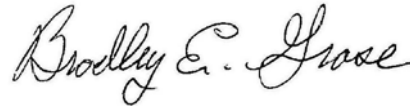
Comments from Council Members: Vice Mayor McCarty expressed appreciation to Angie Chewning and Chasity Barbour for joining tonight and updating about the events that will be taking place in the community in the upcoming months; and commented on the Mayor's update provided by Mr. Peters that was very informative. Council Member Liles again expressed appreciation to staff for all they have done during the COVID pandemic. Council Member Mullins and Council Member Stovall expressed appreciation for those who worked on getting the hazard pay and gratitude bonus for staff and adding the weeks' vacation to show how much we appreciate our employees. All members of Council congratulated Ms. Cantrell and

her team and the Safety Committee on their awards.

Council Member Mullins made a motion to adjourn the meeting; the motion was seconded by Council Member Stovall and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Liles, Mullins, Stovall, McCarty, Grose; Nays (0) – None. The meeting was adjourned at 8:49 p.m.

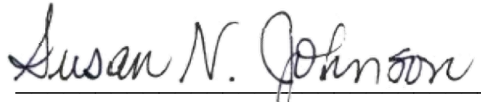
Regular Meeting adjourned

APPROVED:



Bradley E. Grose, Mayor

ATTEST:



Susan N. Johnson, CMC, Town Clerk