

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, JUNE 1, 2021, AT 7:00 P.M. BY ELECTRONIC COMMUNICATIONS PURSUANT TO SECTION 15.2-1413, CODE OF VIRGINIA (1950), AS AMENDED, ORDINANCE NO. 1016 AND SECTION 4-0.01(G) OF CHAPTER 1289 OF THE 2020 ACTS OF THE VIRGINIA GENERAL ASSEMBLY

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

STAFF PRESENT: Pete Peters, Town Manager  
Cody Sexton, Assistant Town Manager  
Susan N. Johnson, Executive Assistant/Town Clerk  
Jeremy Carroll, Town Attorney  
Anne Cantrell, Finance Director/Treasurer  
Fabricio Drumond, Police Chief  
Anita McMillan, Planning & Zoning Director  
Donna Collins, Human Resources/Risk Management 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 Town Ordinance No. 1016 and Section 4-0.01(g) of Chapter 1289 of the 2020 Acts 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: June 3 - Community Center Senior Programs returning on Thursdays - Tai-Chi - 9:15-10:00 a.m. and Cards - 10:00 a.m.-1:30 p.m.; June 5 - 10:00 a.m.-2:00 p.m. - Ice Cream Social - Vinton History Museum; June 7 - 6-7:00 p.m. - Burger and Bootcamp - Vinton Farmers' Market; June 12 - 7-10:00

p.m. - Mingle at the Market with The Oddfellows Band, food trucks and beer gardens – Farmers’ Market; June 13 - 5:00 p.m. – Flag Day & Army’s 246th Birthday - Vinton War Memorial; June 19 – 5-7:00 p.m. - Under the Bridge Ministries concert and fundraiser – Farmers’ Market; June 26 and 7-10:00 p.m. - Mingle at the Market – Farmers’ Market. The Lancerlot pool is now open from 10:00 a.m.-7:00 p.m. and they are also having a Theater on Ice. The Library is now open from 10:00 a.m.-8:00 p.m., Monday through Friday and 10:00 a.m.-5:00 p.m., Friday and Saturday.

Chasity Barbour announced that the Farmers’ Market has teamed up with the Roanoke City Market to offer rides from our Farmers’ Market starting at 10:00 a.m. on July 3<sup>rd</sup> for market shoppers only. The bus will run every hour on the hour. If this is a success, we will have another one in August. The July 4<sup>th</sup> Celebration will take place this year at the War Memorial with fireworks, music, food trucks and a beer garden. There will be more details to come.

**The next item under awards, introductions, presentations and proclamations** was a Proclamation recognizing Wayne G. Strickland, Executive Director of the Roanoke Valley-Alleghany Commission in his retirement. The Mayor read the Proclamation and made brief comments following which Mr. Strickland made brief comments and expressed appreciation to Council for the Proclamation.

**The next item under awards, introductions, presentations and proclamations** was a Proclamation for National Safety Month. After Council Member Stovall read the Proclamation, Donna Collins made brief comments.

**The next item on the agenda was a Public Hearing** to consider public comments regarding a proposed amendment to the Town of Vinton’s FY 20-21 budget to appropriate funding to cover the cost of a transition from the current employee leave benefit plan to an employee paid-time-off (PTO) benefit plan effective June 1, 2021, in an amount not to exceed \$280,000. The Mayor opened the Public Hearing at 7:21 p.m.

Public Hearing opened

Anne Cantrell first commented that at the direction of Council, administration has worked with Staff to develop a Paid Time Off (PTO) Policy to replace the Town’s existing Vacation and Sick Leave Accrual Policy. Council and administration did not want to

adversely impact any employees transitioning to the new plan, so the plan includes a pay-out calculation for any current balance that would cause the employee to exceed the maximum leave limit within the following 13 months of implementing the plan. Based on the options chosen by Town employees, an amendment to the Town's FY2021 budget needs to be made to appropriate the funding to cover the cost of this transition to the PTO plan.

Section 15.2-2507 of the 1950 Code of Virginia, as amended, requires any locality to hold a Public Hearing in order to amend its budget when any such amendment exceeds 1% of the total expenditures in the currently adopted budget. The notice for this Public Hearing was advertised in the Roanoke Times on May 24, 2021. This Resolution is only approving the budget funding for the payout and the adoption of the actual PTO Plan is a separate item on the agenda.

There were no public comments

The Mayor closed the Public Hearing at 7:24 p.m.

Council Member Stovall made a motion to approve 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.

**The next item on the agenda was a Public Hearing** to consider public comments regarding the proposed FY 2021-2022 Town of Vinton Budget. The Mayor opened the Public Hearing at 7:29 p.m.

The Town Manager first commented that the presentation is substantially the same one that was presented to Council at their May 18, 2021 meeting. The Town Manager and Anne Cantrell next 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.

With regard to the Planning & Zoning Proposed Fees, the Town Manager commented that he provided to Council last week a comparison of the proposed fees increases with those of surrounding towns, cities and counties. Our fees have not been adjusted since 2005

Public Hearing closed

Adopted Resolution No. 2431 amending the Town of Vinton's FY 20-21 budget to appropriate funding to cover the cost of a transition from the current employee leave benefit plan to an employee paid-time-off (PTO) benefit plan effective June 1, 2021, in an amount not to exceed \$280,000

Public Hearing opened

and are in line with our surrounding jurisdictions. The increased fees will still not cover all of the associated costs such as mailing requirements and publications in local newspapers.

With regard to the full-time positions for FY2022, the Town Manager commented the chart includes the unfreezing of two positions that were a result of the COVID-19 pandemic. There is also the addition of a new Planner in Planning & Zoning to focus primarily on Code Enforcement and GIS and an Analyst position in the Finance Department. With the anticipation of the American Rescue Plan Act (ARPA) stimulus funds, we may be considering an additional Police Officer and some additional positions in the Public Works Department. A request for those positions will be brought back to Council at a future meeting.

With regard to the Debt Schedule, Ms. Cantrell commented that all of the payments across all of the funds is 12% of the overall budget. Most of debt relates to Utility and the updated debt per capita is \$1,369. Based on the last Auditor of Public Accounts (APA) data that would still rank us at about 30 out of 35 towns.

There were no public comments.

The Mayor closed the Public Hearing at 7:49 p.m. and commented that action would be taken on the budget at the June 15, 2021 meeting.

Public Hearing closed

**The next item on the agenda was a briefing on a Contract for Professional Legal Services between the Town and the Roanoke County Commonwealth's Attorney.** The Town Manager commented that this Contract provides for the Commonwealth's Attorney and his Staff to represent the Town in prosecution of criminal cases including but not limited to traffic infractions, misdemeanors, civil and mental hearings, as well as cases in Juvenile and Domestic Relations Court, and in the Court of Appeals of Virginia on petitions for writ of error. The Contract also provides for a case supplement for seven additional attorneys who work in the Commonwealth's Attorney's Office. This Contract will be for a two-year period beginning July 1, 2021 and ending June 30, 2023. Brian Holohan, the Commonwealth's Attorney has been contacted and is in agreement with the terms of this Contract.

**The next item on the agenda was to consider** adoption of a Resolution authorizing the Town Manager to execute a Performance Agreement between the Town, the Roanoke County Economic Development Authority (EDA) and Gish Mill Davii, LLC for the purpose of investing in public infrastructure and incentivize the redevelopment of the historic Gish Mill property into a mixed-use commercial, residential and retail development to be known as the Gish Mill Redevelopment Project. The Town Manager commented that the Town in partnership with the Roanoke County Economic Development Authority, has negotiated terms of this Performance Agreement with Gish Mill Davii, LLC., which is valued up to \$910,000 over a ten year period. Some of the terms of the Agreement include a minimum investment of \$2,700,000; the creation and maintaining of at least 37 new jobs; the generating and paying of at least \$40,000 annually in meals taxes to the Town and the repayment of the IRF loan in full to the Town.

Council was briefed on the Performance Agreement at their meeting on May 18, 2021 and the Roanoke County EDA unanimously approved the Performance Agreement at their meeting on May 19, 2021

Vice Mayor McCarty made a motion to approve 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.

**The next item on the agenda was to consider** adoption of a Resolution authorizing the Town Manager to execute a Memorandum of Understanding between the Town and Roanoke County for support from Roanoke County for the Gish Mill Redevelopment Project. The Town Manager commented the Roanoke County Board of Supervisors approved the Memorandum of Understanding (MOU) at their May 11, 2021 meeting. The MOU will provide reimbursement to the Town of up to \$40,000 annually for five years, said amount to be primarily generated from real estate and sales tax as a result of the redevelopment project. The MOU also provides up to \$20,000 in building permit fees that are paid to the County to be reimbursed to the Town to be provided as an incentive.

Adopted Resolution No. 2432 authorizing the Town Manager to execute a Performance Agreement between the Town, the Roanoke County Economic Development Authority (EDA) and Gish Mill Davii, LLC for the purpose of investing in public infrastructure and incentivize the redevelopment of the historic Gish Mill property into a mixed-use commercial, residential and retail development to be known as the Gish Mill Redevelopment Project

Council Member Stovall made a motion to approve 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.

**The next item on the agenda was to consider** adoption of a Resolution approving the Paid Time Off (PTO) Policy. Donna Collins reviewed a PowerPoint presentation that will be on file in the Town Clerk's Office as a part of the permanent record. Council Member Liles made a motion to approve 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.

**The next item on the agenda was to consider a** motion to move the time of the Regular Council meetings on the 1st and 3rd Tuesday of every month to 6:00 p.m. The Town Manager commented this is a request for Council's consideration to move the Council meetings from 7:00 p.m. to 6:00 p.m. If approved, this will coincide with the return to in-person meetings on July 6, 2021. Staff has been working behind the scenes to have the ability to continue to live stream the meetings on Facebook and they will also be recorded and made available on the Town's website. All members of Council have been contacted prior to the meeting concerning this request.

Council Member Mullins made a motion to approve to moving the time of the Regular Council meetings on the 1st and 3rd Tuesday of every month to 6:00 p.m.; the motion was seconded by Vice Mayor McCarty and carried by the roll call following vote, with all members voting: Vote 5-0; Yeas (5) – Liles, Mullins, Stovall, McCarty, Grose; Nays (0) – None.

**The Town Manager commented that Shentel has** contacted the Town with interest in developing a franchise agreement with the Town to provide additional broadband services. Staff will be working with the Town Attorney and Shentel to develop a proposed franchise agreement.

Officer Brandon Settles recently graduated from the Academy and will be transitioning to his field training

Adopted Resolution No. 2433 authorizing the Town Manager to execute a Memorandum of Understanding between the Town and Roanoke County for support from Roanoke County for the Gish Mill Redevelopment Project

Adopted Resolution No. 2434 approving the Paid Time Off (PTO) Policy.

Approved moving the time of the Regular Council meetings on the 1st and 3rd Tuesday of every month to 6:00 p.m.

and two other candidates will be entering the Academy next week.

The Finance Department successfully completed their annual audit.

The Town will be applying for \$700,000 in Revolving Loan Funds for a sewage treatment project at the Western Virginia Water Authority as part of our share of the obligation along with the City of Salem.

The traffic signal upgrade at the Clearview/Hardy intersection has been completed and Mountain View Road has been re-striped. Cody Sexton has scheduled a meeting with VDOT for next week to discuss the reconstruction project on Mountain View to make sure we have appropriately planned all angles of that project.

The Ironman 70.3 event will be on June 6<sup>th</sup>. The event will have a significant impact on residents and visitors to the Town due to road closures and information is available on the website as well as other avenues. The primary impact will be between the hours of 8:00 a.m. and 2:00 p.m.

The Planning & Zoning Office successfully submitted the Total Maximum Daily Load (TMDL) Action Plan to the Department of Environmental Quality (DEQ) and they were recently recertified in the Community Rating System to remain a CRS Class 8 Community which allows citizens can receive a 10% discount on their flood insurance.

**The Mayor commented on the success of the** recent Dogwood Festival car show, the Glade Creek Greenway ribbon cutting/Arbor Day event and the Gauntlet Awards Ceremony. The Mayor also commented on Memorial Day and paid special tribute to all those who have served in the military and given their lives in defense of our County and our freedom.

**Comments from Council: Vice Mayor McCarty,** Council Member Liles and Council Member Mullins commented on the success of the recent picnic for Public Works Week, the Market to Market shuttle on July 3<sup>rd</sup> and the upcoming July 4<sup>th</sup> celebration. Council Member Mullins expressed appreciation to Debbie Adams with The Vinton Messenger. Council Member Stovall commented on the upcoming Ironman Event and everything that is going on in the Town.

**Council Member Liles made a motion to adjourn** the meeting; the motion was seconded by Vice Mayor McCarty and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Liles, Mullins, Stovall, McCarty, Grose; Nays (0) – None. The regular meeting was adjourned at 8:26 p.m.

Meeting adjourned

APPROVED:



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Bradley E. Grose, Mayor

ATTEST:



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Susan N. Johnson, CMC, Town Clerk