

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 6:00 P.M. ON TUESDAY, JANUARY 4, 2022, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

MEMBERS PRESENT: Bradley E. Grose, Mayor
Sabrina McCarty, Vice Mayor
Keith N. Liles

MEMBERS ABSENT: 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

The Mayor called the regular meeting to order at 6:00 p.m. The Town Clerk called the roll with Council Member Liles, Vice Mayor McCarty and Mayor Grose present. Council Member Mullins and Council Member Stovall were absent.

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: January 5 – 1:00 p.m. – Open Ice Skating with Railyard Dogs; January 7 & 8 – 7:30 p.m. - VT Hockey v. Ohio; January 15 – 2:00 p.m. – Open Ice Skating with the Railyard Dogs and 7:30 p.m. – VT Hockey v. ASU – Lancerlot. Council Member Liles announced January 8-9 – tribute to Elvis – Rosie’s.

Vice Mayor McCarty made a motion to approve the Consent Agenda as presented; the motion was seconded by Council Member Liles and carried by the following vote, with all members voting: Vote 3-0; Yeas (3) – Liles, McCarty, Grose; Nays (0) – None; Absent (2) – Mullins, Stovall.

Approved minutes of Regular Meeting of December 7, 2021

Under awards, introductions, presentations and proclamations, Chief Travis Griffith with the Roanoke County Fire & Rescue gave an update on the Vinton Fire and Rescue Station #2. Chief

Griffith first commented that the merger in 2019 of the Vinton Fire Department with the Roanoke County Fire & Rescue was as flawless as any merger could go and in the Fall of that year the newest firetruck was assigned to the Vinton Station.

Chief Griffith next commented on the plans to build a new station in the Bonsack area. They have been fortunate with the assistance of Town Council, the Roanoke County Board of Supervisors and County Administration that even through COVID and the ups and downs of the economy, they are not cutting but expanding services. It is in the budget this year to purchase the land and in the CIP for FY2023 to build the station with the hope of staffing and beginning services out of this new Station in 2024.

Chief Griffith next commented that they have reached out to Roanoke City and Salem to expand the mutual aid and automatic aid agreements. Once the agreements are finalized, instead of trucks passing stations to run calls, those stations will be running calls and the County will also be running calls into the City and Salem. Also, through an RFP process, the department has hired a consultant to assist with developing a strategic plan to include identifying internal and external stakeholders and involving community partners to come up with a comprehensive three-five year plan. They will begin meeting in February with a goal to get it implemented and in place the first of July.

With regard to the Vinton Station, 2,384 calls were ran in 2020 and 2,855 calls were ran in 2021. Vinton is the second busiest station in Roanoke County with Cave Springs being first.

In response to a question from Council Member Liles on where they are looking to build the Bonsack station, Chief Griffith commented anywhere from Mexico Way to the Bonsack Kroger. Based on data analysis, from the Read Mountain Station, they are reaching 72% of the fire calls and 78% of the EMS calls in six minutes. Moving down the 460 corridor around Kroger or CVS will get them into the 98-100% range, so it makes sense to put it where they can do the most good. After additional comments,

the Mayor expressed appreciation on behalf of Council for the good report.

Anne Cantrell gave the presentation of Certificate of Distinguished Budget Presentation Award for the Fiscal Year beginning July 1, 2021 awarded to the Treasurer/Finance Department. Ms. Cantrell commented this is the sixth award that the Town has received and the first submittal was her first year with the Town. In order to receive the award, our budget document has to act as a policy document, a financial plan, an operations guide and a communications device.

Ms. Cantrell expressed appreciation to the Mayor, Council, Town Staff and the Town Clerk for all of their work on the budget and making it possible to receive this award. We received excellent comments this year and look forward to continuing the relatively new tradition.

The next item on the agenda was consideration of public comments concerning the proposed amendment to the Town of Vinton's FY 2021-2022 budget to appropriate funding for eligible expenditures on multi-year grants, paving, capital projects, and other expenditures in the amount of \$2,750,167.73. The Mayor opened the Public Hearing at 6:21 p.m.

Public Hearing opened

Anne Cantrell commented the primary purpose of the Public Hearing is to appropriate funding for grant projects that carry over from prior fiscal years and for additional paving, stormwater repair, grant match and other small items such as additional trash carts and E911 funding. Section 15.2-2507 of the 1950 Code of Virginia requires any locality to hold a Public Hearing in order to amend its budget when the amendment exceeds 1% of total expenditures.

Hearing no comments, the Mayor closed the Public Hearing at 6:23 p.m.

Public Hearing closed

Council Member Liles made a motion to adopt the Resolution as presented; the motion was seconded by Vice Mayor McCarty and carried by the following roll call vote, with all members voting: Vote 3-0; Yeas (3) – Liles, McCarty, Grose; Nays (0) – None; Absent (2) – Mullins, Stovall.

Adopted Resolution No. 2469 amending the Town of Vinton's FY 2021-2022 budget to appropriate funding for eligible expenditures on multi-year grants, paving, capital projects, and other expenditures in the amount of \$2,750,167.73

The next item on the agenda was a briefing on a proposed Parking and Maintenance Contribution Agreement between the Town and Thrasher Memorial United Methodist Church. The Town Manager first commented in the Summer we entered into an agreement with Vinton Baptist Church to share in the annual maintenance of their parking lot since it is utilized for downtown employees, patrons and special events. We also have an equitable relationship with Thrasher Memorial United Methodist Church for the use of their parking lot for various Town sponsored festivals and events. It seemed appropriate to offer a similar agreement with Thrasher. The Board of Directors has reviewed and approved the draft agreement for use of the parking lot as long as it does not interfere with existing church activities. This matter will be brought back to Council for their consideration at the January 18, 2022 meeting.

The Town Manager gave updates on the following: the analysis of Mountain View Road for potential reconstruction is on-going; contract has been signed for the 3rd Street Lift Station project with work to begin soon; design work is being done for some on-going repairs to the Garthright Bridge; the 1st Street waterline replacement is moving forward and the traffic signal for 3rd Street should be coming in soon.

The Town Manager also commented that Phase 1 of the Walnut Avenue Bike and Ped Accommodations Improvements is getting ready to go out for bid. This is the section from 5th Street to the Town limit, which is nearly a \$2 million grant funded project. Staff will be preparing for the Council strategic retreat the end of this month and the State of the Town address will be in early March. Anne Cantrell, Cody Sexton and the Town Clerk have already been doing a lot of work on the FY23 budget documents.

The Mayor expressed appreciation to Staff for planning ahead on such projects as the 3rd Street pump station upgrade and the Garthright bridge maintenance before something traumatic happens.

In response to a question from Council Member Liles about how the upgrade of the 3rd Street Lift

Station would work, the Town Manager commented there are four pumps and one will be taken off-line at a time as they install the new pump. The new pumps will actually create more efficiency and there is the potential that the two new ones might suffice instead of having four.

Under reports from Council Committees, Anne Cantrell first commented that the Finance Committee met on December 6, 2021. The Committee received the audit presentation from Brown Edwards, which was given to Council at their December 7, 2021 meeting. They reviewed the October 31, 2021 Financial Statements, the grant fund rollover that was approved earlier in the meeting and the FY2023 Budget Calendar.

Ms. Cantrell next commented that the October financial statement continues to show favorable performance in many of the revenue and expenditure line items. The overall financial report has expenditures exceeding revenues, but this is primarily because capital projects are utilizing fund balance from last year. Revenues currently out-performing budget include personal property tax, business license, pari-mutuel tax, meals tax, cigarette tax, War Memorial rentals, recoveries and rebates and State sales tax. The Utility fund also had a favorable billing revenue balance of \$130,000. The overall fund is short on budget expectations, but this is due to an anticipated use of fund balance.

As of October 31, 2021, cash on hand across all funds was approximately \$9.7 million with investments on hand at \$3.3 million. Restricted cash funds were \$4.7 million or about 36% of our cash and investments on hand.

Vice Mayor McCarty made a motion to approve the October 31, 2021 Financial Report as presented; the motion was seconded by Council Member Liles and carried by the following vote, with all members voting: Vote 3-0; Yeas (3) – Liles, McCarty, Grose; Nays (0) – None; Absent (2) – Mullins, Stovall.

Approved the October 31, 2021 Financial Report

Council Members commented on the new Christmas lights throughout the Town, the 2022 Town calendar and the success of the Employee Holiday Luncheon and the Santa Crawl on December 14th.

The Mayor commented on the recent RND Coffee ribbon cutting and expressed appreciation to Public Works for the great job they did during the recent snow event. He also commented on the recent opening of the Rosie's expansion and expressed condolences to the families of Steve Lonker and Nick Peters.

Council Member Liles commented on the upcoming retirement of Dan O'Donnell, the Roanoke County Administrator and that he has been a lot of help to the Town. The Mayor commented that we are going to invite him to a meeting to be recognized by Council.

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 3-0; Yeas (3) – Liles, McCarty, Grose; Nays (0) – None; Absent (2) – Mullins, Stovall. The meeting was adjourned at 6:41 p.m.

Meeting adjourned

APPROVED:



Bradley E. Grose, Mayor

ATTEST:



Susan N. Johnson, CMC, Town Clerk