

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 6:00 P.M. ON TUESDAY, MAY 3, 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  
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  
Fabricio Drumond, Police Chief  
Tim Lawless, Police Captain  
Jamie Hurt, Capital Projects Manager

**The Mayor called the meeting to order at 6:00** 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.

Roll call

**After a Moment of Silence, Harper Dibble led** the Pledge of Allegiance to the U.S. Flag.

**Under upcoming community events/** announcements, Vice Mayor McCarty announced the following: May 7 – 11:00 a.m.-12 Noon – Dulcimer Concert – Vinton History Museum; May 30 – Museum Closed for Memorial Day; June 4 – First Saturday Community Ice Cream Social – Vinton History Museum. Vice Mayor McCarty commented on the success of the Dogwood Festival.

**Under requests to postpone, add to or change** the order of agenda items, the Town Manager requested to add another Proclamation as Item C under Section 2. Proclamations. Council gave their consensus to add the additional item.

**Council Member Liles made a motion to** approve the Consent Agenda as presented; 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.

Approved minutes of the Regular Meeting of April 19, 2022

**The next item on the agenda was the swearing-** in ceremony for Officer Jesse Dibble. The Town Clerk administered the Oath of Office to Officer

Dibble. After Harper Dibble, daughter of Officer Dibble presented him with his badge, Captain Lawless made comments.

**The next item under awards, introductions, presentations and proclamations** was a proclamation for National Police Week. Council Member Stovall read the Proclamation following which Chief Drumond made brief comments.

**The second proclamation was for GBS/CIDP Awareness Month.** Vice Mayor McCarty commented on the Proclamation following which Rick Forney, the GBS/CODP Mid-Atlantic Regional Director & Southwest Virginia Liaison made brief comments.

**The third proclamation that was added to the agenda** was for Professional Municipal Clerks Week. The Town Manager read the Proclamation, which recognized the Town Clerk.

**The Mayor commented that Jim Cooper and Ethan Cooper** were in attendance and Ethan Cooper commented that he was working on a merit badge toward his Eagle Scout award.

**The next item on the agenda was to consider adoption of a Resolution** awarding a construction engineering, management and inspection services contract and authorizing the Town Manager to execute the contract with Whitman, Requardt & Associates (WRA), LLP, for the Walnut Avenue Bicycle and Pedestrian Accommodations Project – 5th Street to Town's West Limits.

Anita McMillan commented that the Request for Proposals (RFP) for these services was advertised on October 22, 2021. Four firms submitted proposals and a Selection Committee interviewed each firm and recommended awarding the contract to WRA. All of the documents have been reviewed by the Town Attorney. The contract is for ten months, but they are hopeful that the project can be completed in eight months. The contract price is not to exceed \$255,200. Construction bids were due on May 5<sup>th</sup>, but have been extended to May 10<sup>th</sup>.

Council Member Stovall 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

Adopted Resolution No. 2494 awarding a construction engineering, management and inspection services contract and authorizing the Town Manager to execute the contract with Whitman, Requardt & Associates (WRA), LLP, for the Walnut Avenue Bicycle

voting: Vote 5-0; Yeas (5) – Liles, Mullins, Stovall, McCarty, Grose; Nays (0) – None.

and Pedestrian Accommodations Project – 5th Street to Town's West Limits

**The next item on the agenda was to consider** adoption of a Resolution authorizing the Town Manager to execute a Parking Lot Lease and Real Property Purchase Right of First Refusal between David S. McClung, II and the Town for approximately 1.463 acres located at 7 Walnut Avenue, Vinton, Virginia. The Town Manager first commented that Council was briefed on this matter at their February 15, 2022 meeting. The lease is for ten years for the purpose of developing a parking lot for public parking to support downtown businesses as well as our community events. The purchase price has also been negotiated for when the property becomes available for sale. Jamie Hurt, our Capital Projects Manager, will be managing this project.

The Town Manager next commented that the property is slightly less than 1-1/2 acres. The initial lease rate is \$1,200 per month and our base purchase price is \$400,000, which is based on the 2022 tax assessment plus six percent over assessed value. The lease will increase by 2.5% annually and there is a mechanism to calculate the purchase price because there is an escalator built in so that the property values continue to increase over time.

The Town Attorney commented that the lease does have renewal terms and if the Town should decide to keep the lease in place, we can continue to renew rather than exercising the right of first refusal. However, the Town Manager has the expectation as some point of exercising that right. The Town Manager further commented that the formula to exercise the right to purchase is spelled out in the document for the initial ten years and if we extend the lease with an option to purchase the property later, that is also spelled out.

**Council Member Mullins 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 5-0; Yeas (5) – Liles, Mullins, Stovall, McCarty, Grose; Nays (0) – None.

Adopted Resolution No. 2495 authorizing the Town Manager to execute a Parking Lot Lease and Real Property Purchase Right of First Refusal between David S. McClung, II and the Town for approximately 1.463 acres located at 7 Walnut Avenue, Vinton, Virginia

**Council Members and the Mayor commented** on the success of the Dogwood Festival and Arbor Day.

**Council Member Mullins made a motion to adjourn the meeting; the motion was seconded by Council Member Liles 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 6:37 p.m.**

Meeting adjourned

APPROVED:



Bradley E. Grose, Mayor

ATTEST:



Susan N. Johnson, CMC, Town Clerk