

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, MAY 3, 2011, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

MEMBERS PRESENT: Bradley E. Grose, Mayor
Robert R. Altice
Carolyn D. Fidler
Matthew S. Hare
William W. Nance

STAFF PRESENT: Chris Lawrence, Town Manager
Consuella Caudill, Assistant Town Manager
Theresa Fontana, Acting Town Attorney
Stephanie Dearing, Acting Clerk
Barry Thompson, Finance Director/Treasurer
Michael Kennedy, Public Works Director
Anita McMillan, Planning Director
Lauren Hodges, Facilities Manager
Ben Cook, Police Captain

Agenda

- A. 7:00 P.M. - Roll Call and Establishment of a Quorum
 - B. INVOCATION – Rev. Thomas Harper, Altha Grove Baptist Church in Forest, Virginia
 - C. PLEDGE OF ALLEGIANCE TO THE U. S. FLAG
 - D. CONSENT AGENDA
 - 1. Request to Approve Minutes for April 5, 2011 Regular Meeting
 - I. AWARDS, RECOGNITIONS, PRESENTATIONS
 - 1. Presentation to Town Council by Blue Ridge Bicycle Club– Governor’s Bike Month Proclamation
 - 2. Proclamation - Public Works Awareness Week
 - J. CITIZENS’ COMMENTS AND PETITIONS -This section is reserved for comments and questions for issues not listed on the agenda
 - K. TOWN ATTORNEY
 - L. TOWN MANAGER
 - 1. Consideration of Roanoke Valley Television FY 2011/2012 Budget – Resolution No. 1916
 - M. MAYOR
 - 1. Recognition of Virginia Business Appreciation Week – May 2-6, 2011
 - N. COUNCIL
 - O. ADJOURNMENT
- WORK SESSION
- 1. FEMA Storm Water Infrastructure Grant Application
 - 2. Budget Discussion – Revenues
 - 3. Discussion of Residency Expectations for new Town Employees

Mayor Grose called the regular meeting to order at 7:00 p.m. Following roll call, Mr. Billy Booth gave the invocation and Councilman Altice led the Pledge of Allegiance to the U.S. Flag.

Roll call, invocation and Pledge of Allegiance to U.S. Flag.

The Consent Agenda was approved on motion by Councilman Hare and seconded by Mr. Altice. The motion passed with all in favor.

Approved Consent Agenda

Ms. Barbara Norris Duerk and Ms. Jennie Duddy, members of the Blue Ridge Bicycle Club and Virginia's Bicycle Federation, presented the Town of Vinton a Certificate of Recognition from the Governor of the Commonwealth of Virginia recognizing May as Bicycle Month. Ms. Duerk noted that Vinton was the first locality in the Roanoke Valley to develop bike lanes.

After reading a proclamation recognizing Public Works Awareness Week, Councilman Nance presented it to the Town's Public Works Director, Mike Kennedy.

A citizen complained that he felt his recent water and sewer bill was higher than it should have been and after calculating it out, he found his bill reflected an increase of 28%, not 15% as it should have been. Mr. Nance pointed out that meters had been read several days later than usual this billing period due to bad weather which made the billing period a little longer. He pointed out that it would work out in the end because the next service period should be a few days shorter. Mayor Grose asked the Town Treasurer to look into the matter.

Mr. Lawrence reported that the agreement regarding use of the Town's boat ramp would be brought back to Council sometime within the next two or three meetings.

Mr. Lawrence asked Council to consider approving the Roanoke Valley Television (RVTV) Budget for FY 2011/2012. He reported that the proposed RVRA budget is \$318,000 which shows an increase of \$6,000 over last year. He advised that the increase is due to health insurance increases and lease expenses as well as Cox Communications charges. He further advised that the Town's share of the RVTV budget is based on the number of subscribers in the Town of Vinton. It was reported that even though the number of subscribers decreased this year, the Town's share of the budget increased as a result of how the percentages worked out for the three supporting localities. He noted that Vinton's share of the total proposed RVTV budget for FY 2011/2012 is \$15,921 or \$3,000 more than the current year's share. Mr. Lawrence also noted that RVTV uses approximately \$47,000 of their fund balance to supplement the budget which keeps the localities' membership costs down. He noted that there will be no fund balance to supplement the budget after next year.

Adopted Resolution No. 1916 approving RVTV Budget

Mr. Hare asked about the future of RVTV and whether the Town will be looking at additional increases in the future and if RVTV is looking at other revenue sources. Ms. Bays-Murphy replied that they are not now in a

position to generate other revenue. She went on to say that at the last RVTV Meeting the Board did approve a request to allow RVTV to charge \$5.00 each for any DVDs over the number of five that are produced for a participating government. She noted that previously RVTV did not charge for additional DVDs that were requested.

Ms. Bays-Murphy noted that in the past the RVTV Committee has been very hesitant to open the doors to the public to make money. She advised that she did not see costs going up but did have concerns with having to use the fund balance during the past three years to help fund the budget.

Ms. Bays stated that she does not anticipate increased operational costs with the exception of rent which would increase by 2% each year through the year 2020 per an agreement with the Jefferson Center.

Ms. Fidler inquired as to whether it would be possible to include more of the overhead costs in the cost of additional CDs that are sold. Ms. Bays-Murphy replied that under FOIA, she is allowed to charge only what is considered to be reasonable.

Mr. Hare asked if the Board has the option to entertain any other members. Ms. Bays-Murphy replied that at the beginning, Salem was asked to join RVTV but their franchise is with another cable provider. She went on to say that she was not aware of any other local government on the Cox Communications network.

Ms. Bays-Murphy briefly discussed RVTV's planned new website.

Mayor Grose advised that he did not have a problem with RVTV's budget and was very pleased with the video productions they have done for the Town.

Mr. Nance stated that he supported the proposed Resolution but that if costs go up drastically over the next year, he felt Council would have to take a serious look at this line item. Mr. Hare commented that he felt that RVTV provides a good service but felt they need to be aware of what could happen next year. Ms. Bays-Murphy replied that the formula for funding RVTV needs to be discussed during the upcoming year.

Ms. Fidler moved to adopt proposed Resolution No. 1916 approving the RVTV Operating Budget for FY 2011/2012. The motion was seconded by Mr. Altice and passed unanimously on a roll call vote.

Mr. Lawrence reported that a question came up at a budget work session regarding the current budget for paving. He further reported that the low bid for the annual paving is 600 feet short of completing the list of streets to be paved in the Bali Hai neighborhood. Mr. Lawrence advised that it would cost approximately \$28,000 more to complete paving in that neighborhood. It was noted that after careful review of the Public Works budget, staff was able to come up with funding to pave the final 600 to 700 feet of paving if Council agrees with transferring the funds.

Mr. Lawrence advised that no formal action was needed immediately but needed a consensus from Council to go ahead with completing paving in Bali Hai. He noted that the request would be brought back to Council for a formal vote at their May 17th meeting. Following further discussion, Council came to a consensus allowing the transfer of funds in the amount of \$28,000 to cover the cost of the additional paving.

Mayor Grose recognized Virginia Business Appreciation Week that took place from May 2nd to May 6th and thanked the businesses that are located in the Town of Vinton. Ms. Caudill noted that Vinton businesses will soon receive a business retention and expansion survey. Ms. Caudill commented that the survey will also be on the Town's website. She felt that the survey will give staff feedback on business needs.

Council complimented the Public Works Department on their clean up efforts after the Dogwood Festival the previous week.

Mr. Nance congratulated the Dogwood Festival Committee on their very successful festival.

Mr. Hare reported that March financials were discussed at a Finance Committee Meeting that took place earlier in the day. He noted that the Town is in good shape as far as the General Fund is concerned, but the Utility Fund is not as encouraging.

Mr. Hare moved to accept the January, February and March Financial Statements as reviewed. Ms. Fidler seconded the motion with all in favor.

The Town Manager reminded Council of all upcoming Committee meetings.

Mayor Grose adjourned the regular meeting at 8:15 p.m.

WORK SESSION

A brief report was given by Karla Turman, Associate Planner, regarding the proposed FEMA Storm Water Grant Application.

Barry Thompson, Finance Director/Treasurer reviewed revenue projections for the upcoming budget. He discussed various taxes paid to the Town each year and whether they had increased, decreased or remained flat.

Mr. Thompson noted that the prepared meals tax is projected to increase a little this year and reported that Tobacco Tax collections have been very successful this year and recommended leaving the Tobacco Tax projections at \$325,000.

Mr. Thompson noted that the animal license tax increased this year and that more licenses were sold than for the last two years. He advised that permits and other fines were reduced this year as there was little construction done this year. He pointed out that a new line item was added for sign permits this year so they can be tracked. Mr. Thompson reported that after doing a survey with

other localities, staff considered proposing an increase in the cost of parking tickets this year from \$10.00 to \$20.00, but decided not to request an increase for this year.

A new line item added this year to enable tracking of false alarms. Mr. Thompson reported that the total for all categories listed under Permits and Fines is \$11,150. He further reported that this is a decrease from last year.

Under Use of Money, Mr. Thompson reported that the Town is not receiving much on invested money. He noted that he removed the line item for Use of Town Property and for Material and Supplies.

Mr. Hare asked to discuss the status of the Health Department Building. During their discussion, Mr. Lawrence noted that Ms. Caudill had suggested putting out a request for proposal that would give free rent for a year, one-half rent for year two, three-quarter rent for year three to assist with attracting a business. He advised that staff needs feedback from Council on the future of the Health Department building.

Following Mr. Thompson's accounting of projected increases and decreases for the General Fund's revenue accounts, Mr. Lawrence reported on an EMS Grant to purchase a new ambulance. He advised that the Town's share of the grant is \$37,500, Roanoke County's share is \$37,500. He went on to say that the grant itself will pay \$67,000.

Mr. Thompson reported that business percentage of revenue this year is \$3,283,851. He commented that this amount is attributed entirely to the business community. He pointed out that this equates to approximately 44.39% of the total revenue.

After breaking off budget discussions due to the late hour, Mayor Grose asked that Council consider making it a point to adjourn their meetings by 9:30 p.m.

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Darleen R. Bailey, Town Clerk