

Town Council Meeting

June 14, 2022

The Town Council of Victoria, Virginia met on June 14, 2022, in the Town Municipal building with the Honorable Allen D. Smith, Mayor, presiding: Councilmember's in attendance were Ronald Mattox, Johnnie Brame, James G. Elam, Jr., Christopher Garrett, Sandra Jones and Chris Gill. Also attending were Town Manager Rodney Newton, Treasurer Diane Harding, Town Clerk Vickie McDaniel, Police Chief Joel Manning. Absent was Assistant Fire Chief Grayson Townsend.

Motion was made by Councilmember Brame and seconded by Councilmember Jones to go into Public Hearing on the FY22 Budget Amendments and a 15th Street Right of Way Vacation and Conveyance Request.

Mr. Newton advised the FY22 Budget Amendments was posted in the newspaper the last two weeks. The budget includes increases in the minimum water and sewer rates for town customers. The water rate will increase \$1.00 from \$30.50 to \$31.50 with the sewer rate increasing \$2.00 from \$20.50 to \$22.50. Mr. Newton advised we received \$843,000.00 in ARPA funds and budgeted for salaries, water meters, sewer project and a new garbage truck. The BYRNE Justice Grants will be used to purchase equipment and supplies for the police department.

Mr. Newton provided council a screen shot from our GIS map regarding the 15th Street right of way request from Larissa Ambrose for a portion of the 15th Street right of way adjacent to her property at 2509 Washington Avenue. Mr. Newton recommended three viewers from the Property Committee and Street Committee to review the request and bring back to council any recommendations at next month's meeting.

No comments were made on the FY22 Budget Amendments or 15th Street Right of Way Vacation and Conveyance Request.

Motion was made by Councilmember Mattox and seconded by Councilmember Brame to come out of Public Hearing. Motion carried.

Mayor Smith called the meeting of the Town Council to order.

The invocation was given by Councilmember Elam followed by the Pledge of Allegiance to the American Flag.

Mayor Smith asked if there were any additions to the meeting. Town Manager Rodney Newton requested to move Information Item 11(i) Mecklenburg Avenue to 11 (a). Mayor Smith moved 11(i) to 11 (a) Mecklenburg Avenue under Information Items.

Citizen Edward Pennington and Patricia Harper-Tunley asked to speak about Mecklenburg Avenue. Mayor Smith also added Mr. Pennington and Ms. Harper-Tunley to Information Items 11(a). Town Manager Rodney Newton requested to add Solar Ordinances and Policies. Mayor Smith added the Solar Ordinance and Policies under Information Items 11 (k). Citizen Jay Dayton asked to speak about burning in town. Mayor Smith added Mr. Dayton under Information Items 11 (l).

Mayor Smith asked if there were any Conflicts of Interest on matters being discussed on the agenda. There were none.

Motion was made by Councilmember Mattox and seconded by Councilmember Gill to accept the May 2022 regular meeting minutes as presented. Motion carried.

Motion was made by Councilmember Mattox and seconded by Councilmember Brame to accept the Treasurer's report for May 2022. Motion carried.

Mayor Smith announced Mr. Joel A. Manning as the new Chief of Police for the Town of Victoria. Chief Manning thanked Mayor Smith and council for their faith in him. Chief Manning has been with law enforcement for over 33 years. Chief Manning also stated we currently have two full-time officers, himself and Officer Camden Lawson. We recently hired two more police officers, Mr. Justin Beagle and Mr. Joseph Behler. Both are attending the CVCJA starting today, June 14, 2022. Chief Manning presented the Police Report. He stated they had computer issues

which have been resolved and the statistics for May 2022 will be in next month's report. Councilmember Elam stated he has already heard good comments and congratulated Chief Manning. Councilmember Brame asked about citations for inspections on vehicles. Chief Manning explained this was due to the General Assembly legislation that passed approximately one year ago, nullifying town codes. There were no further questions regarding the Police Report. Motion was made by Councilmember Brame and seconded by Councilmember Jones to accept the Police Report as presented. Motion carried.

Town Manager Rodney Newton presented the Fire Department Report. There were no questions regarding the Fire Department Report. Motion was made by Councilmember Elam and seconded by Councilmember Mattox to approve the Fire/Rescue Department report as presented. Motion carried.

Informational Items:

- a) Mr. Newton provided council several documents from VDOT regarding the restriction of traffic on primary and secondary roads. In attendance was Mr. Kevin Smith and Mr. Tommy Johnson with the Virginia Department of Transportation. Mr. Smith stated it's a lengthy process for both the town and county. In order to conform to the requirements of the Code of Virginia there must a Public Hearing, a formal request of the department, review by both the Commonwealth Transportation Board and Commissioner. Mr. Smith advised failure to comply will result in the request being returned. Citizen Edward Pennington presented council with pictures of Mecklenburg Avenue where big trucks have been traveling and a petition for "No Thru Trucks Prohibited" signed by 172 people. Mr. Pennington is concerned about the safety of the children and speeding in a residential area. Mr. Pennington advised trucks are using Mecklenburg Avenue as a short-cut. Ms. Patricia Harper-Tunley, who is not a residence of Mecklenburg Avenue spoke as a committee advocate for the citizens and children living on Mecklenburg Avenue. Ms. Harper-Tunley requested a resolution for a Prohibited Truck route or consequences for those trucks that go through there. Ms. Harper-Tunley is concerned with loss of life of children and senior citizens living on Mecklenburg Avenue. Councilmember Elam discussed the petition and noted most of the signatures did not live in town or on Mecklenburg Avenue. Councilmember Elam stated we have seven streets on that side of town, and everyone has truck traffic, some more than Mecklenburg Avenue. Councilmember Elam also mentioned Mecklenburg Avenue had sidewalks, curb and gutter and was 26' wide. Most other streets have no sidewalks, curb/gutter and are only 16' wide. Mr. Jay Dayton mentioned most of the trucks are using a GPS system and ignore the truck route signs. Mr. Dayton advised citizens to call the police department or local sheriff's department for speeding vehicles. Councilmember Jones explained that citizens are calling her and Mr. Pennington regarding Mecklenburg Avenue. Councilmember Elam disagreed with the "No Thru Truck Prohibited" signs on Mecklenburg Avenue as recent monitoring does not show as much truck traffic as described by Mr. Pennington. Mayor Smith advised Chief Manning will be monitoring Mecklenburg Avenue for speeding and violations.
- b) Mr. Marcellus Tucker- Notice of Violation for Inoperable Vehicle at 1601 5th Street. Not present. Mr. Newton turned back over to Chief Manning and the police department.
- c) Mayor Smith appointed Councilmembers Mattox, Jones and Garrett of the Property Committee and Street Committee to review the 15th Street R-O-W Request Vacation and Conveyance and bring back any recommendations at next month's council meeting.
- d) Motion was made by Councilmember Mattox and seconded by Councilmember Elam to approve the FY22 Budget amendments. Motion carried.
- e) Motion was made by Councilmember Elam and seconded by Councilmember Brame for approval and appropriation of the FY23 Budget effective July 1, 2022. Motion carried.
- f) Mr. Newton provided council with a proposed policy for Police Department On-Call Stand-By Time Compensation. Mr. Newton reminded council that officers are required to be available for calls for service either before or after scheduled shifts. Mr. Newton proposed \$3.00 per hour to compensate for time if an officer is not called out and council

will determine annually, at the approval of town budget, the hourly rate of compensation for police department on-call time. Councilmember Mattox with the Personnel Committee advised they had discussed this to try to help with the retention rate of our Police Department. Motion was made by Councilmember Mattox and seconded by Councilmember Brame to adopt the standby rate in the budget process each year.

- g) Mr. Newton provided council with a proposed Employee Travel Reimbursement Policy. The current reimbursement rates have not been adjusted since 2014. The Personnel Manual currently states meal rates for breakfast \$5.00, lunch \$10.00 and supper \$15.00. Mr. Newton provided council a proposed policy that ties into the GSA (General Services Administration) schedule that covers meals, lodging and travel. The meal rates are breakfast \$13.00, lunch \$15.00, supper \$26.00 and incidental \$5.00. Mr. Newton advised new police officer(s) who are hired and travel to the academy for training will be exempt. Motion was made by Councilmember Brame and seconded by Councilmember Gill to accept the Employee Travel Reimbursement Policy. Motion carried.
- h) Mr. Newton updated council on the maintenance of alleyways brought up at last month's council meeting by Councilmember Jones. Mrs. Diane Harding, Treasurer, was unable to find any references in the town council minutes pertaining to maintenance of alleyways as far back as 2002. However, in January 2003 Councilmember H. Jones proposed to council that garbage pick-up be moved from the alleys to the streets as it was causing damage to the alleys, which in turn, damages the garbage truck. The cost and repair to both the alleys and trucks could be significantly reduced by going to street pick-up. Motion was made on January 8, 2008, by Councilmember Flynn and seconded by Councilmember H. Jones to approve the Placement of Trash Can Ordinance. Motion carried. Mr. Newton stated in one town ordinance; Section §14-22 Vegetable growth detrimental to public health, (a) (4) It shall be a misdemeanor for any person who owns or occupies property within the town to permit any grass, plants, bushes, weeds or any other vegetation ten inches high or over, other than trees, shrubbery, agricultural plants, garden vegetables, flowers or ornamental plants, to exist on any sidewalk, public right-of-way or grass strip adjacent to the property, unimproved street or alley (to the centerline of the unimproved street or alley). Mr. Newton priced the equipment needed to cut alleyways at \$11,500.00.
- i) Mr. Newton announced the Va. Department of Health, Office of Drinking Water presented the water treatment plant with a 2021 Excellence in Water Waterworks Operations/Performance Award. For 2021, the water treatment plant achieved a Gold Level Award.
- j) Mr. Newton advised council the Board of Zoning Appeals current board have not been reappointed or replaced. Some current members are no longer living in Victoria or currently serve on the Town of Victoria Planning Commission and should not serve on both boards. Council will need to determine who will remain on the board and identify replacements for the remaining seats to approve and appoint at next month's council meeting.
- k) Mr. Newton provided council a copy of the county Solar Ordinance and Solar Compensation Policy and recommended sending to the Planning Commission for review and modification. Motion was made by Councilmember Brame and seconded by Councilmember Jones for the Planning Commission to review the Solar Ordinance and Solar Compensation Policy. Motion carried.
- l) Citizen Jay Dayton discussed burning in the town. Mr. Dayton stated citizens are burning more than leaves and debris. Mayor Smith recommended the Safety Committee further investigate the burning laws. Mr. Dayton stated that the state law is different from the town ordinance.

Town Manager Update:

- a) Mr. Newton updated on the park bathrooms. Mr. Newton stated the fixtures have been installed and they will finish painting tomorrow, Wednesday, June 15, 2022. He anticipates the bathrooms will be opened this week.

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- b) Mr. Newton advised since the completion of Streetscape II in 2017, the fund has carried a negative balance. In FY21, funds were transferred to reduce the negative amount significantly. Mr. Newton recommended transferring the remaining \$99,750.57 from the General Fund to the Streetscape II Fund to close that fund. This was also recommended by the auditors. Mr. Newton has also discussed with the Finance Committee. Motion was made by Councilmember Gill and seconded by Councilmember Brame to transfer the remaining \$99,750.57 to the Streetscape II Fund. Motion carried.
- c) Mr. Newton advised council we are finalizing the bid package with B&B Consultants for the finished water flow meter replacement project. This project will include replacing a non-functional pressure relief valve on the finished water line in the plant. They have located one of two critical valves for isolating the water plant and hope to find the second one in the next few weeks. Mr. Newton also advised they are working with B&B Consulting on solutions to minimize the overflow on the elevated tank.
- d) Mr. Newton advised B&B Consultants will be the engineer for the sewer project. He has submitted the drawing on the pista grit for the east facility and has a 20-week delivery frame. The mechanical bar screen is in the submittal process. Mr. Newton stated we should have drawings for the forced main by the end of the summer. The Virginia Clean Water Revolving Loan Fund is open for applications and must be submitted by July 29, 2022. Mr. Newton plans to apply for the west facility pump station. The new chemical additives and process for copper and UV biologics are still being reviewed.
- e) Mr. Newton advised new meters have been installed from 1st Street through approximately 8th Street. Plans to go automated in the future.
- f) Mr. Newton advised FEMA reimbursement for the February 2021 ice storms should be here within the next 30 days. This includes emergency operations and cleanup. The reimbursement for administrative costs will follow. A total for three reimbursements should be approximately \$48,000.00.
- g) Mr. Newton advised a second ARPA Fund of \$843,000.00 should be received soon.
- h) Mr. Newton discussed the Nottoway Falls boat dock. The Department of Game and Inland Fisheries will no longer maintain the boat dock/landing. The agreement expires after 40 years therefore, we will need to take their name off the sign at Nottoway Falls Road. Councilmember Jones stated there were potholes and could they be filled. Mr. Newton advised they will fill the potholes with milling from VDOT instead of gravel, so it doesn't wash when it rains.

With no further business to discuss, Mayor Smith adjourned the meeting.

Vickie McDaniel, Clerk

Allen D. Smith, Mayor

Approved July 12, 2022

Rodney Newton, Town Manager