

Town Council Meeting

October 11, 2022

The Town Council of Victoria, Virginia met on October 11, 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.

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

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

Mayor Smith asked if there were any additions to the meeting. Councilmember Garrett asked to speak about the town pool. Mayor Smith added Councilmember Garrett as item 10 (e) under Informational Items.

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 Elam to accept the September 2022 regular meeting minutes as presented. Motion carried.

Motion was made by Councilmember Brame and seconded by Councilmember Gill to accept the Treasurer's report for September 2022. Motion carried. Treasurer Diane Harding advised the PP Tax billings that were mailed recently were printed from the wrong file. Mrs. Harding stated it did not include the 15% rebate. Mrs. Harding is making corrections now and those who have already paid their PP Taxes will have a credit for next year.

Chief Joel Manning presented the Police Report. He stated they had a busy month with 68 calls, six citations and three arrests. Chief Manning advised they have added a few different codes and has a list of the codes for those who may have questions. Chief Manning stated both F/T Police Officers attending the academy are continuing to do well. Chief Manning also advised the two new P/T recruits are re-enrolled in school and in service. Also, they had plenty of help at the recent Autumn Days Festival. There were no further questions regarding the Police Report. Motion was made by Councilmember Elam and seconded by Councilmember Brame to accept the Police Report as presented. Motion carried.

Town Manager Rodney Newton advised Assistant Fire Chief Grayson Townsend was at training in Henrico and presented the Fire Department Report. He stated they had another busy month. Mr. Newton advised they received delivery of one new ambulance and waiting to put in service. At the September Committee meeting, a committee was started to look into the replacement of one of their engines. Mr. Newton advised once a decision is made, there is a two year wait time. There were no questions regarding the Fire Department Report. Motion was made by Councilmember Elam and seconded by Councilmember Gill to approve the Fire/Rescue Department report as presented. Motion carried.

Informational Items:

- a) Councilmember Jones advised Mrs. Gloria Allen has agreed to join the Victoria Board of Zoning Appeals. Town Manager Rodney Newton advised the board is now full. Motion was made by Councilmember Brame and seconded by Councilmember Jones to approve Mrs. Allen to serve on the Board of Zoning Appeals. Motion carried.
- b) Mr. Newton advised the November council meeting will be on Wednesday, November 9, 2022 due to Election Day on Tuesday, November 8th.
- c) Mr. Newton discussed the property at 422 Court Street. He advised we had a good prospect, but they have since chose not to buy it. The Victoria IDA is still looking at its options for the STEPS building. Mr. Newton requested councils' thoughts on future plans of the building. Mr. Newton stated the IDA is looking at several options and recouping costs. If these monies were not invested into the STEPS building, it would be slated to be torn down. To date, the IDA has invested approximately \$235,000 for a new roof. They

continue with repairs to include new windows in the front of the building, filling in the pit in the production area floor and installing new lights in the area. Total anticipated investment will be around \$300,000 to \$325,000. Mr. Newton stated we need a town shop. If we went with leasing the building from the IDA, it would cost \$26,000 a year. This is much cheaper than borrowing the money to build a new town shop. Mr. Newton also advised council we have a substantial loan that will be paid by the end of this FY23 that is coming from all three funds. Mr. Newton suggested we could split the cost out of these three funds and still have funds leftover to apply to other projects. Councilmember Brame asked if the town would continue to use the old shop as well. Mr. Newton advised it will be taking down and cleared then marketed for commercial use. Council agreed to table until next month for further discussion.

- d) Mr. Newton provided council a draft for the Transient Occupancy Tax Ordinance. This ordinance affects properties used for short term rental purposes (less than 30 days) such as AirBnB and Vrbo. Virginia State code allows 2% of the amount of charge for occupancy. This will allow the treasurer to collect taxes for the town. There are a couple of locations in town. Motion was made by Councilmember Elam and seconded by Councilmember Brame to hold a Public Hearing on the Transient Occupancy Tax Ordinance at next month's council meeting. Motion carried.
- e) Councilmember Garrett inquired about the current state of the town pool and possibly forming a committee to look into fixing the pool or replacing it. Mr. Garrett stated the concrete was not in good shape. Mr. Newton stated the leak is much worse. Mr. Newton advised it's an asset to the community and only one of a few community pools left in this area. Mayor Allen agreed with Mr. Newton. Councilmember Gill agreed to form a pool committee along with Councilmember Garrett to look into refurbishing or replacing the town pool.

Town Manager Update:

- a) Mr. Newton advised we are still waiting for the flowmeter to arrive for Precision Pipes to install at the water plant. Once the flowmeter is installed, we can evaluate the finished water pumps. Mr. Newton also advised we are going to have more expense at the water plant from what he has been watching over the past several weeks. About two weeks ago, we repaired a leak that has been leaking for possibly a year or more. In the process, the backflow preventer went bad and now we are looking at approximately \$6,000 to repair. Mr. Newton advised the backflow preventer is being rebuilt at a cost of \$2,483.00.
- b) Mr. Newton advised we are continuing to progress with the new water meters and transmitters. The town shop is currently working four ten-hour days and one eight-hour day, every other week to get extra time to put them in. Mr. Kevin Ashworth was hoping to have all installed by the end of November 2022, but it may be the end of the year. Mr. Newton advised we read around 500 meters this month electronically. Town Clerk, Vickie McDaniel is working with both Core & Main and FMS to get the new meters integrated.
- c) Mr. Newton updated council on the sewer project. B&B Consultants has been working over the last week surveying for the forced main route. Hopefully we will have the plans soon. Mr. Newton advised our maintenance/town shop crew replaced a pump at the Park Avenue Pump Station last week. The pump that was taken out has been sent for evaluation to see if it can be rebuilt. If it can't be repaired, we will have to buy a new pump (approximately \$15,000). Mr. Newton stated we need to have a spare in stock. Mr. Newton also advised the generator on Park Avenue was delivered last week. This was purchased thru reimbursement from FEMA which came in last month. Mr. Newton advised at the east facility they injected a new chemical additive for the copper issue. They will monitor over the next few months. Mr. Newton and Mr. Grayson Townsend will be speaking with a non-profit, free consulting company for rural communities to give us ideas to make improvements. He is very interested in our copper issue and has done a lot of studying about this.
- d) Mr. Newton advised all the trash carts have been received and assembled. As of September 20, 2022, Mr. Newton was told we should have a completion date of one to

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two weeks on the trash truck. Once it's completed at New Way, it will be delivered for pre-delivery inspection by Peterbilt and the company we are purchasing it from in Chesapeake, VA. Mr. Newton hopes to have the new trash truck next month.

- e) Mr. Newton updated council on the LOVE sign. The sign is close to being ready and has received the specifications on the footing. They will be pouring the concrete for the footing in the next couple of weeks. Mr. Newton advised once that is ready, the sign will be installed.
- f) Mr. Newton discussed Mr. Scott Crawford, our current UPS delivery driver. Mr. Crawford's last day will be October 28th. Scott has been with UPS for approximately 33 years. We will hold a "Scott Crawford Appreciation Day" on Tuesday, October 25th. Mrs. Susan Behler will be getting in touch with the businesses around town in the upcoming week. Ms. Irene Wilkinson, who brought the idea to town council, was present and will also be informing local businesses around town.
- g) Mr. Newton met with Mr. Tony Matthews and Ms. Taylor Newton on resuming the planning process on the trail from Kenbridge to the airport. Mr. Matthews plans to work out the rest of the easements and look for funding early next year. It's up to the Town of Kenbridge and county to complete the project as the Town of Victoria has already invested quite a bit into it.
- h) Mr. Newton discussed Autumn Days. It was a good, steady crowd all day long and commended Sue Behler for all her hard work. Councilmember Elam also expressed the town and crews did an excellent job and it was a big plus for the town.
- i) Mr. Newton asked Councilmember Mattox about a Joint Public Hearing at next months council meeting with the Planning Commission regarding a Conditional Use Permit application.

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

Vickie McDaniel, Clerk

Allen D. Smith, Mayor

Approved November 9, 2022

Rodney Newton, Town Manager