

Town Council Meeting

July 14, 2020

The Town Council of Victoria, Virginia met on July 14, 2020 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, Clerk Vickie McDaniel, Police Chief H. Keith Phillips and Assistant Fire Chief Chris Garrett.

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

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

Motion was made by Councilmember Elam and seconded by Councilmember Brame to approve the Resolution of Appreciation for Mrs. Carol R. Watson. Motion carried.

Mayor Smith presented Mrs. Carol R. Watson with a Resolution of Appreciation to the Town of Victoria and Lunenburg County. Mrs. Watson has unselfishly and wholeheartedly served the citizens of the Town of Victoria and Lunenburg County since July 1982. Mrs. Watson was elected the first female Mayor for the Town of Victoria in July 2000 until her retirement in June 2020. Town Manager Rodney Newton also presented Mrs. Watson a painting of the Victoria Town Emblem which was painted by his daughter, Emma Newton. The Victoria Town Council expressed its appreciation and commitment to the citizens after 39 years of public service.

Motion was made by Councilmember Brame and seconded by Councilmember Mattox to go in to a Joint Public Hearing with the Planning Commission on a Special Use Permit request for 1625 3rd Street on construction of new home. Motion carried. Motion was made by Mr. J. B Crenshaw and seconded by Mr. Rob Williams to go in to a Joint Public Hearing with Town Council on the Special Use Permit request. Motion carried.

No comments were made.

Motion was made by Councilmember Brame and seconded by Councilmember Elam to come out of the Joint Public Hearing with the Planning Commission. Motion carried. Motion was made by Mr. J. B. Crenshaw and seconded by Mr. Rob Williams to come out of the Joint Public Hearing with Town Council. Motion carried.

Mayor Smith asked if there were any additions to the meeting. Town Manager Rodney Newton asked to speak about election of Vice Mayor. Mayor Smith added Town Manager Rodney Newton as item 12(d).

Mayor Smith asked if there were any Conflicts of Interest on matters being discussed on the agenda. No comments.

Motion was made by Councilmember Mattox and seconded by Councilmember Gill to accept the June 2020 regular meeting minutes as presented. Motion carried.

Motion was made by Councilmember Elam and seconded by Councilmember Garratt to accept the Treasurer's report for June 2020. Motion carried. Town Manager Rodney Newton advised this is the final report for FY20.

Chief H. Keith Phillips gave the Police Report. Chief Phillips stated they had another busy month with 85 calls, 9 citations and 3 arrests. Councilmember Brame asked Chief Phillips about the new Dodge Ram Pickup. Chief Phillips advised everything was going good. Motion was made by Councilmember Mattox and seconded by Councilmember Brame to accept the Police Report as presented. Motion carried.

Assistant Fire Chief Chris Garrett gave the Fire/Rescue Department Report. He stated the past several months have been down. However, they had a normal month at Station 2 in Victoria with 96 calls and Station 7 with 50 calls in Kenbridge totaling 146 calls. There were no questions regarding the budget. Motion was made by Councilmember Elam and seconded by Councilmember Brame to approve the Fire Department report as presented. Motion carried.

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Informational Items:

- a) Councilmember Mattox reported the Victoria Planning Commission recommends to the Victoria Town Council to approve the Special Use Permit request for 1625 3rd Street.

Motion was made by Councilmember Elam and seconded by Councilmember Brame to approve the Special Use Permit request for 1625 3rd Street. Motion carried.

- b) Town Manager Rodney Newton discussed a proposed ordinance for Parade/Event. Mr. Newton advised we did not take any action back in 2018/2019 when the town revised several other ordinances. Mr. Newton and Commonwealth Attorney Robert Clements have worked on two modifications. Mr. Newton asked council for consideration on 1) the threshold for requiring a permit and 2) length of time for applying for the permit. Mr. Newton recommended a 14 day threshold for requiring a permit with a 10 day turnaround. Councilmember Elam agreed and suggested no more than 45 days prior to the event. Councilmember Gill agreed. Motion was made by Councilmember Mattox and seconded by Councilmember Jones to have a Public Hearing on the Parade/Event Ordinance at the August 2020 council meeting.
- c) Motion was made by Councilmember Elam and seconded by Councilmember Brame to approve the 2020/2021 committee assignments. Motion carried.
- d) Mr. Newton advised currently Councilmember Elam serves as the Vice Mayor for the Town of Victoria. According to Charter 2014, the Vice Mayor is elected each year following the election of Mayor. Mayor Smith asks for nominations. Motion was made by Councilmember Brame and seconded by Councilmember Jones to elect Councilmember Elam as Vice Mayor. Motion carried.

Town Manager Update:

- a) Mr. Newton advised council with the recent events and not moving into Phase III in July, the decision was made to not open the pool for the 2020 season. It was not financially prudent for that short of period of time with school starting in August. Mr. Newton also stated that town employees have redone the alley by the pool and is in a lot better shape for next year.
- b) Mr. Newton provided advised there will a tax sale on Thursday, July 16, 2020 at noon at Lunenburg Courthouse conducted by Mr. James Elliott, Tax Attorney for Town of Victoria for five properties due to delinquent taxes that are being auctioned and also five properties being auctioned for Lunenburg County that are in the Town of Victoria. Mr. Newton explained the winning bids will be taken back to the Judge for approval before the sale is finalized. Those properties in the town that are finalized will disburse funds first to the Town of Victoria, secondly to Lunenburg County and then the remainder to Mr. Elliott. Councilmember Brame mentioned delinquent water bills. Mr. Newton advised we cannot collect for delinquent water bills.
- c) Mr. Newton advised he is working on a grant for a generator at the Marshall Pump Station. This type of grant is usually 75% Federal, 20% State and 5% Local if awarded. FEMA has sent back questions for more information.
- d) Our WWTP personnel were awarded the Gold Water Treatment Plant Performance Award for Excellence from the Office of Drinking Water.
- e) Mr. Newton advised on the weekend of June 27th and June 28th, we had a significant water issue in town. A check valve failed on the pump at Nottoway Falls and basically drained approximately a five mile line of water. Town crews worked all weekend cleaning the intake and are currently running on Pump 2. Mr. Newton advised they also identified some other issues that need to be fixed to minimize this in the future. The check valve is still waiting to be repaired. Also, we are going to start running Modest Creek once every two months to flush the lines and make sure our pumps are working properly.

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- f) Mr. Newton advised the CARES Act Funds that's being distributed by the state awarded Lunenburg County \$1.64M for the COVID-19 pandemic. The Board of Supervisors appointed a committee of Supervisor Hoover, Supervisor Edmonds and County Administrator Gee to oversee the use of these funds. Each town and school division was allocated \$15,000 for their use. Mr. Newton stated any expenses submitted prior to their meeting will be approved. The acrylic panels at the customer service counters will be reimbursed. Also, we added mesh wireless network to the park to give public Wi-Fi. Mr. Newton is requesting a panoramic camera and microphone for the council chambers to broadcast the council meetings and upgrading the telephone system in the town office. This will leave approximately \$8,500 to use for pre-approved expenses. Mr. Newton also stated the county is setting aside \$400,000 for small business grants and we will get that out to the businesses here in town to apply.
- g) Mr. Newton advised on several Blighted Properties:
- 1201 Garrison Avenue has been demolished by the property owner
 - 1700 Needham Drive demolition will begin in a couple of weeks
 - the Va. Avenue properties are up for auction at the tax sale on Thursday, July 16, 2020
- h) Mr. Newton advised we have been following the SCC guidelines for utility payments meaning no penalties, late charges or cut-offs have occurred since March 2020. This will end August 31, 2020.
- i) Mr. Newton advised inspection for our dams went out of compliance sometime before 2015- Modest Creek, Nottoway Falls and Lunenburg Lake. They are required to be permitted by DCR. The dams have to be inspected by an engineer, an emergency action plan and inundation zone should the dam break to show where the water is going. Mr. Newton is in the process of getting Conditional Use Permits. The estimated total for inspection of the three dams is \$47,000.00. We do have \$10,938.00 in a DCR Grant to help with this cost. If we have to remap the inundation zone, there will be an additional \$54,000.00 with \$22,500.00 in DCR Grant. The first phase inspection, precipitation and emergency action plan is \$47,182.00. We currently have \$10,982.00 in a grant which leaves a balance of \$36,200.00. Mr. Newton met with the Finance Committee prior to tonight's meeting and has been working with A.E.Com for proposals. Once we are issued the Conditional Use Permits, we have two years to become compliant. This will take place every five years. Mr. Newton recommended to council to move forward with the first phase inspection, precipitation and emergency action plan to get up to date. Motion was made by Councilmember Elam and seconded by Councilmember Mattox to work with the Finance Committee and allow Mr. Newton to proceed with the first phase for the dam inspections. Motion carried.
- j) Mr. Newton provided council with a rough overview of fund balances for FY2020. We had an increase of approximately \$78,000.00 from 2019. We did go over budget on several funds but also got a lot done.

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

Vickie McDaniel, Clerk

Allen D. Smith, Mayor

Approved August 11, 2020

Rodney Newton, Town Manager