

Minutes of a Regular Meeting of the Council of the Town of Blackstone, Virginia, held in the Council Chambers located at 100 W. Elm Street, Blackstone, Virginia on Monday, February 26, 2018 at 7:00 p.m.

There Were Present:

Mayor: William D. Coleburn

Council Members: Wade Hamner, Lee Scott, Ben Green, Barbara Thompson, Alfred Tucker, Eric Nash, Sam Moncure

Town Staff: Philip Vannoorbeeck, Town Manager; Jennifer Daniel, Clerk; Jennifer Hardy, Finance Director; Brittany Harris, Treasurer; Nicholas Kuzmiak, Police Chief; Dion Tomer, Fire Chief; Yvonne Wilson, Community Development Director; Joshua Worrell, Transit Director

Town Attorney:

Those Absent: Chief Kuzmiak

Mayor Coleburn called the February Council Meeting to order.

Pastor Travis Warren delivered the Invocation.

Mayor Coleburn led the Pledge of Allegiance.

PUBLIC HEARING:

CDBG Funding – East End

Town of Blackstone **NOTICE OF PUBLIC HEARING**

The Town of Blackstone will hold a Public Hearing on Monday, February 26, 2018, at 7:00 p.m. in the Town Council Chambers located at 100 W. Elm Street, Blackstone, Virginia to solicit public input on local community development and housing needs in relation to Community Development Block Grant (CDBG) funding for a project in our community. Information on the amount of funding available, the requirements to eliminate slums and blight, benefit low-and-moderate-income persons, eligible activities, and plans to minimize displacement and provide displacement assistance as necessary will be available. Citizens will also be given the opportunity to comment on Blackstone's past use of CDBG funds. All interested citizens are urged to attend. For additional information, contact Yvonne Jackson-Wilson, Town of Blackstone, 100 W. Elm Street, Blackstone, VA 23824, (434) 292-7251.

Community Development Director Wilson advised the Town is reapplying for the grant and is now called the East End Neighborhood Project. She said this was the project we applied for last year but were denied. She said the funding agency is the Virginia Department of Housing and Community Development. She said the type of grant is a Community Improvement Grant with the project being a Comprehensive Community Development project. She said the Town has to have at least two activities to request funding for, which will be housing and drainage.

Community Development Director Wilson advised the Town will be able to request \$1,250,000.00 for this project.

Mayor Coleburn asked what the local match would be. Manager Vannoorbeeck replied it would be in the \$500,000.00 range, the Town is paying 100% for the water and sewer.

Councilman Green asked of the \$1.25 Million what will go towards housing. Manager Vannoorbeeck replied \$1 Million towards housing and \$250,000.00 in drainage. He added these are rough numbers, the final numbers will be presented in March.

Community Development Director Wilson advised the project area will begin at Viewbank Street coming towards North Dillard. She said on East Broad it will be the 400 and 600 blocks, on Tavern Street it will be the 400 and 500 blocks. She added the streets in between will be Hurt and North Epes Street. She said this is the first phase with additional phases to come.

Community Development Director Wilson asked everyone to sign in on the sheet provided and advised she had surveys available for anyone in the project area.

Mayor Coleburn opened the Public Hearing and asked if anyone wished to speak in favor or against the proposed grant.

Mrs. Carolyn Davis asked about the ratio as to investment property and actual homeowner. Manager Vannoorbeeck replied he did not know the actual split but all are eligible, with first priority being the homeowners.

Mayor Coleburn clarified the deadline for submission is March 30, 2018.

Ms. Janice Hawkes said she lives on Fitzgerald Street in her parent's house, she said that area has never been in a project area. She asked how they could be included because she was having problems with her water and sewer. Manager Vannoorbeeck replied Fitzgerald Street would be included in the second phase, which they anticipate two years getting there.

Mr. Nathaniel Miller asked if the Town was behind with the surveys. Community Development Director Wilson replied no, we are still collecting them until the application is submitted.

MINUTES:

Councilman Moncure made a motion to dispense with reading and approve as presented the Regular Council Meeting Minutes from January 22, 2018. The motion was seconded by Councilwoman Thompson.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

VISITORS:

Pastor Travis Warren – Spring Hill Baptist Church

Pastor Warren said he was here with a concern for the Blackstone residents. He asked Council to consider giving an additional 8% reduction on the electrical rate and vote for a budget plan. He advised citizens were using alternate methods for heating that could be a danger. He said Dominion gave the Town an 11% reduction rate which should have been passed on to the residents of Blackstone. He said he was not opposed to businesses making a profit but we should never put profit over people. He described the several instances people are having to choose in order to pay their utility bill.

Councilman Nash said he did not think a payment plan could be implemented in this current budget.

Manager Vannoorbeeck said at the Spring Hill meeting recently he did say he believed he could recommend a payment plan in 2019. He said it needs to be started in the spring in order to build a revolving fund.

Manager Vannoorbeeck cautioned Council on the 8%, he said we are still paying for a bucket truck. He said the Town had received the January preliminaries and the 11% was truly a 9.9% reduction. He explained with that reduction there was \$34,000.00 for fire department public safety funds, 5% was for the repayment of the bucket truck and the remainder was to be put in reserves.

Mayor Coleburn asked what is in the Electric Reserves currently. Manager Vannoorbeeck replied \$1 Million.

Councilman Moncure said it is very easy to try to help people when they are having a hard time, but people will have a hard time every year at this time. He said the Town's rates are less than Dominion and Southside Electric and if we give the 8% back at this point, the next time we have to buy a bucket truck we will have to borrow the money or we will surrender our reserves.

Councilman Moncure said he didn't see anything wrong with a budget plan, but it doesn't save anyone money. He said you will pay the same amount every month but there is a true up at the end of the year.

Councilman Nash said he did not think we could change the 8% in this budget because he thought that money was spent. He thought the citizens wanted to see the Town be proactive by starting a budget plan. He said he foresaw a rate reduction this coming year even if rates go up because we have the means to give back.

Manager Vannoorbeeck advised the items discussed that the Town will spend the money on are one-time capital purchases. He said the same difference will still be available next year.

Mayor Coleburn said we discovered in our residential rates, which are cheaper for the first 1,000 kilowatts, but the more you consume on the residential end there is a higher rate. Manager Vannoorbeeck replied that is correct.

Mayor Coleburn said he would like to see a universal rate. Manager Vannoorbeeck replied if we are just talking about residential then that will be easy because it is nominal. He added it was \$117.00 for the first 1,000 kilowatts and the second 1,000 was \$235.00. He said the concern would be if we try to blend in the commercial rate, we don't want to do that.

Councilman Green said a payment plan will take a big savings account and next year we should be in a position to do it. He said with the percentage we got back, the Town took advantage of a windfall, we earmarked that money to pay for equipment. He added what he is hearing is the Town wants to do what is being asked but we are not in the position right now but in years to come we can do that.

Mayor Coleburn said he thought people were concerned about the human toll, the families. He said we will work with anyone on a payment plan in order to avoid their lights being turned off. Manager Vannoorbeeck replied there have been dozens of requests. He added even when the bills are not exceptional we still work with them. He said typically we try to collect half of the utility bill and the residue is split up over a series of weeks in order to get caught up.

Mayor Coleburn reminded everyone that Council a few years ago, did extend the deadline to a full month. He said there may be a budget plan coming because we are trying to be responsive to the people.

Mayor Coleburn said Blackstone gets a lot of grants because we are 74% low to moderate income, we need to keep that in mind when the Town sends out the bills, people are hurting. Councilman Green replied we have encouraged Manager Vannoorbeeck to work with the people.

Councilman Moncure said when we went from 10 to 30 days it did not change the pink slip amounts. Mayor Coleburn replied that is correct.

Councilman Moncure said if we go with a payment plan, will that reduce the 300. Councilman Green replied if the customer is not current or in good standing, then they would not be eligible. He added he would work hard to get a payment plan but it has to be fair to everyone.

Mrs. Doris Winn suggested an energy share program for those that can pay a little more each month.

Ms. Janice Hawkes said if you are only going to let the people that pay on time participate in the payment plan, you have started on the wrong road already. She said this should be for the people that are struggling. She said not everybody has the same budget or paycheck, so look at the people and know one day you may be where some of these people are sitting here tonight.

Councilwoman Thompson said she was receptive to a payment plan.

Ms. Oliver said the Town was offering to help with utility bills, why is the reconnect and cut off fee still applied. Manager Vannoorbeeck replied the fees and penalty and interest are still due.

Mayor Coleburn said if someone is making the effort to avoid disconnection, why charge the disconnection fee. Manager Vannoorbeeck replied this was discussed previously and we reduced the disconnection fee and if you make the disconnection list then there is still a fee. He added that was a Council Policy.

Councilman Nash asked if people are making a payment plan then not charge the disconnection fee. Mayor Coleburn added for the next two months. It was clarified if they don't meet the terms of the payment plan then it will not apply.

Councilman Moncure made a motion that the Town not charge the disconnect fee for those that attempt the payment plan, until such time as they fail to meet the payment plan obligation for the next 60 days. The motion was seconded by Councilman Green.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Mr. Jerry Cole – Parade Permit

Mr. Cole said last year they did the Good Friday Easter Walk which included carrying the Cross all over Town. He requested permission to do the same this year, which will be on Friday, March 30, 2018. He said this would start at Crenshaw Methodist Church and walk throughout Town and end up at Seay Park.

Councilman Green made a motion to approve the Parade Permit presented and to include a police escort. The motion was seconded by Councilman Tucker.

Mr. Cole advised he had been coordinating with the Police Department.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Mr. Cole said he currently works with HELP and he is on the budget plan with Southside Electric. He said it will help certain customers and Southside does a review every six months to help regulate costs, which does not cause the shocker bill. He encouraged Council to consider a budget plan.

Mr. Cole advised HELP has a budget class the second Tuesday of every month.

Mayor Coleburn – Pole Shed Bids

Mayor Coleburn asked to discuss a project that the Town recently sought bids on. He said we want to shop local when we can.

Manager Vannoorbeeck advised Mr. Dan Martin and Mr. Jason Stokes got bids for the new pole shed intended to be built behind the gas pumps. He said Mr. Stokes got three bids from Bevell's Hardware, Cumberland Building Supply and Kenbridge Supply. He said the low bids were between Bevell's and Cumberland, there was a \$78.00 difference on a \$16,000.00 bid.

Manager Vannoorbeeck said Mr. Martin asked him what to do and Manager Vannoorbeeck replied if all things are equal we have to follow the Procurement Policy. He said he met with Robbie from Bevell's this morning and Robbie indicated there were some materials that were bid differently. He said after further review there was one item where it is a Type 1 and Type 2 piece of lumber that was bid differently.

Manager Vannoorbeeck said he contacted Cumberland Building Supply and asked them to stop the order, there were some items already ordered that they were requiring the Town pay for, which were the 8x8 posts and trusses. He said the other items could be changed around if that's what Council chooses.

Manager Vannoorbeeck clarified we are supposed to use the lowest responsible responsive bidder.

Mayor Coleburn asked what led to the discrepancy between Cumberland and Bevell's. Manager Vannoorbeeck replied he did not know he was not involved in this but thought Mr. Stokes did agree two different types were bid.

Mayor Coleburn asked if bids were sought in writing or over the phone. Manager Vannoorbeeck replied he did not know.

Councilman Hamner asked if there were any specifications on the lumber in the bid. Manager Vannoorbeeck replied he did not know, there was probably a list written down.

Mayor Coleburn asked the Daniels' how they were notified about the bid. Mr. Robbie Daniels replied Mr. Stokes came to him, he said they stressed to Mr. Stokes they were quoting #1 lumber. He added we asked him to make sure he was comparing apples to apples.

Mayor Coleburn asked how much was owed to Cumberland for what they had ordered. Manager Vannoorbeeck replied roughly \$7,000.00. He added eVA may be the solution for bidding.

Councilman Moncure asked if using eVA would result in the Town doing less local business. Manager Vannoorbeeck replied Bevell's is quite active on eVA.

Councilman Nash said get what we have to pay for from Cumberland and reissue the bids tomorrow for the remainder of the project.

Councilman Green said he was fatigued with telephone bids, why are we not formally requesting bids in writing.

Mayor Coleburn said he would be remiss if he did not stress that Mr. Bobby Daniels was THE Director of Tourism for Blackstone. He said there is no way to figure the dollar value of what he does. He said to him it sounds cringe worthy that on a \$16,000.00 project, \$78.00 kept Bevell's from getting the bid.

Councilman Green asked to get away from the \$78.00, the fact of the matter is the Town did seek these bids poorly.

Councilman Green made a motion that Council reject the bids provided, honor the purchase order to Cumberland Building Supply and rebid whatever is left of the project through a written RFP. The motion was seconded by Councilman Scott.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Manager Vannoorbeeck said when he asked Mr. Stokes to do this he had his back and trusted his judgement. He said Mr. Stokes went above and beyond what is expected as an electric guy.

Councilman Green made a motion to augment the Town's current procurement process, to include a written proposal on each and every item over \$100.00.

Mayor Coleburn referred the procurement process to the Finance Committee.

Councilman Green withdrew his motion. Councilman Moncure said the would like to see the figure revised.

Finance Director Hardy said Mr. Stokes did have a hand-written sheet that he provided.

Mayor Coleburn welcomed the new Fort Pickett Commander, Lt. Col. Paul Gravely.

Mayor Coleburn said he and Chief Tomer have been alarmed by the number of recent fires in renter occupied dwellings that do not have smoke detectors. He asked if the Town's Rental Property Ordinance requires landlords to install smoke detectors. Manager Vannoorbeeck replied yes, the Building Code actually requires it.

Manager Vannoorbeeck advised the Fire Department provides free smoke detectors to everybody in Blackstone. He added in April, Community Development Director Wilson would start on the Rental Property Maintenance.

Councilman Green said it is covered in the Building Code, do we have any latitude over that. He asked do we have the authority to change it so it states a "working smoke detector". Manager Vannoorbeeck replied he would see what he could find out.

Mrs. Carolyn Davis said her company manages 150 properties and they are starting a semi-annual inspection of their own, but their leases require if a smoke detector stops working or if there is mold in the property they must notify the manager immediately. She said once the Town starts with the rental inspections they could require landlords to have this in their leases.

Mayor Coleburn pointed out according to the census Blackstone is 54% renter occupied.

Chief Tomer said when we had the Red Cross smoke detector drive, we only had 18 houses sign up. He said you can fill out a form on the Fire Department's website, they put a max of 3 in a home.

FIRE CHIEF'S REPORT:

Chief Tomer advised he went to the Virginia Fire Chief's Association Conference and spoke to the Virginia Fire Service Board requesting an extension with the Grant we have for the Burn Building. He said the extension was granted for one fiscal year. He said the repair funds are going to cost about \$169,000.00, he was hoping they could mitigate that down more but it is still a 32.5% match, reimbursable.

Chief Tomer said they were still working with the Southside Burn Building Commission to dissolve the association.

Chief Tomer said the Command Vehicle was picked up, there are still a few repairs to be made but the company would be coming to the building to make the repairs.

Chief Tomer said the Emergency Services Association provided the Nottoway County Board of Supervisors a financial summary of all emergency services in an effort to seek increased funding this budget year. He said the \$25,000.00 budgeted has not changed since the 90s. He said they were hoping to see more revenue coming in from the County stickers, but it is a pass through.

PAYMENT OF BILLS:

Mayor Coleburn stated the bills that have already been paid are in the amount of \$700,782.90.

Councilman Nash made a motion to approve the bills that have already been paid in the amount of \$700,782.90. The motion was seconded by Councilwoman Thompson.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Mayor Coleburn stated the bills not yet approved but to be paid are in the amount of \$133,981.25.

Councilman Scott made a motion to approve as presented the bills not yet approved but to be paid in the amount of \$133,981.25. The motion was seconded by Councilman Green.

Councilman Moncure asked about IBS for a battery for \$658.65. Finance Director Hardy replied they buy in bulk so it is probably several batteries.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

COMMITTEE REPORTS:

Employment & Police met 1-24-18 & 2-7-18 – minutes in February’s Council Packet

Engineer Interviews

Manager Vannoorbeeck advised three engineers were interviewed, Hurt & Proffitt, Moffit and Nichol and B&B Consultants. He asked Council to engage in a general services contract with B&B Consultants to continue with the Town’s water and sewer.

Manager Vannoorbeeck advised Moffitt and Nichol is a transportation engineering firm and he was interested in possibly working with them for South Main Street from Tenth Street to Walmart.

Councilman Green made a motion to execute a General Services Agreement with B&B Consultants. The motion was seconded by Councilman Tucker.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Police Department Overtime

Manager Vannoorbeeck advised this was tabled.

Personnel - Administration

Manager Vannoorbeeck said Finance Director Hardy did not ask, but Manager Vannoorbeeck asked the Committee if they would consider doing a cost share for tuition only, for Finance Director Hardy to get her undergraduate degree in accounting at Liberty University online. He said the Committee was agreeable.

Manager Vannoorbeeck said the Mayor brought up something, we make police officers sign an agreement when they are being trained. He said perhaps he and the Committee could work out some kind of arrangement that as long as Finance Director Hardy is doing things associated with the Town we offer a 50/50 cost share.

Mayor Coleburn commended Finance Director Hardy for furthering her education. He said he would like to encompass any employee who furthers their education in their field the Town be willing to pay half and have them stay for a certain period of time.

Mayor Coleburn asked what the tuition would be for a semester. Finance Director Hardy replied she got a loan for \$5,000.00.

Councilman Green asked what we do with Sgt. Mathias who recently acquired his Bachelors in Criminal Justice. Manager Vannoorbeeck replied we will sit down with the Committee to discuss.

Councilman Green said he was the biggest “Jennifer” fan but has indigestion with this, he said if it was him he would reward the employee for the degree while the employee was working with him and not have the risk of paying and then they leave.

Mayor Coleburn asked if Council wished to think more globally, to strive towards the entire workforce.

Mayor Coleburn said by Common Consent we will move on.

Travel Policy

Manager Vannoorbeeck advised the Travel Policy included was recommended by the Committee but after speaking with Chief Tomer he asked about the per diem per day. He said Chief Tomer recommended instead of having a specific amount for each meal have a total per diem for the day, \$45.00 per day.

Councilman Green made a motion to approve the Travel Policy and include the per diem change to \$45.00 per day. The motion was seconded by Councilman Moncure.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Abstain
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Council Salary Study

Manager Vannoorbeeck advised the salary studies were included in Council's packet.

Mayor Coleburn advised Councilwoman Thompson asked this be referred to the Finance Committee.

Personnel – Water Treatment Plant

Manager Vannoorbeeck advised Mr. Edward Harris recently acquired a Class 1 Operator License, and was recently given a \$1.00 an hour raise while dividing up Mr. David Ostrander's salary. He said Mr. Harris is now taking on supervisory responsibilities and came to Manager Vannoorbeeck who passed along to the Committee he was requesting an additional \$1.00 an hour raise. He said he didn't like the way this was going down but Mr. Harris is essential to the Town.

Councilman Nash said this would be a perfect contract opportunity.

Councilman Green made a motion to accept the Committee's recommendation and authorize the \$1.00 an hour raise effective immediately for Supervisor Edward Harris. The motion was seconded by Councilman Tucker.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Insurance met 2-7-18 – minutes included in February's Council Packet

Health Insurance Renewal

Manager Vannoorbeeck advised the Town reviewed the COVA Plan, which was a State plan being offered to employees, but it was really expensive. He said the plan did not have enough participation so that plan no longer exists. He said the only option the Town now has is to stay with the plan we currently have with a 7% increase.

Councilman Tucker made a motion to approve staying with the current TLC Insurance Plan which includes a 7% increase. The motion was seconded by Councilwoman Thompson.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Abstain
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Council Insurance

Mayor Coleburn clarified this was tabled for the next Council to address.

Health & Ordinance met 2-14-18 – minutes included in February's Council Packet

Manager Vannoorbeeck advised the Town picks up all kinds of items but the County is very specific about no building materials unless it has a certificate of clean asbestos. He said it is in the Ordinance that we charge \$25.00 for an Adopt A Truck, we do not enforce that because we don't want it on the side of the road. He said currently we give the County a receipt for the property owner and they are billing for material if needed.

Councilman Scott made a motion to continue not charging \$25.00 for the Adopt A Truck and have the County bill for material if needed. The motion was seconded by Councilman Nash.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Mayor Coleburn advised this would be formalized next month.

Pot-Bellied Pigs

Clerk Daniel provided different localities and their Ordinances.

Mayor Coleburn said a lot of localities don't cover this pro or con.

Councilman Moncure made a motion not to change the Ordinance to include pot-bellied pigs. The motion was seconded by Councilman Tucker.

Mayor Coleburn advised this came up before Christmas because there was a pot-bellied pig running at large in Town. He added by law he can live in Pickett Court or other areas where houses are close to each other and have 4 dogs that weigh 120 pounds each. He said he thought if someone was responsible and wanted to have a 100-pound pig it could be done.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Pole Attachments

Manager Vannoorbeeck said we will attempt in the upcoming budget to have revenue for pole attachments.

Historic Business District

Manager Vannoorbeeck advised in 2004 the map and Ordinance was adopted, which is the first map in the packet. He said the second map is what Virginia Main Street recognizes according to Mr. Zachary Whitlow. He said the intention is to have Mr. Whitlow contact the businesses included according to Virginia Main Street's map.

Mr. Tom Wilkinson advised Virginia Main Street has a specific square footage available to be put in the Historic Business District. He said it is really just a sidewalk, such as the huge space from the sidewalk to the actual Wedgwood Hotel, per VMS that does not meet the requirements.

Council suggested sending letters to those included that will come out and those not included.

Mayor Coleburn said as a business owner, their building is not historic, but being in the Historic Business District if there is future construction there may be extra hoops to go through that could drive the costs up.

Mayor Coleburn said to let staff proceed and report back to Council.

Street & Light met 2-14-18 – minutes included in February's Council Packet

Tenth Street Right-of-Way

Mayor Coleburn advised Mr. Warren Dalton provided a letter of support as well for Mrs. Sharon Dalton's request.

Manager Vannoorbeeck advised this right-of-way used to be the terminus of Tenth Street at Westwood Drive. He said Mrs. Dalton is requesting the additional right-of-way not needed be abandoned back to the adjoining property owners. He said the Committee was agreeable if Mrs. Dalton agreed to pay the costs associated.

Councilman Moncure suggested instead of vacating any property, put up barriers at an acceptable distance to keep people from turning around there. Councilman Green replied he did not think that was the property owner's desire.

Councilman Green made a motion to endorse and approve a Public Hearing to vacate the requested right-of-way with the fees associated being paid for by Mrs. Sharon Dalton. The motion was seconded by Councilwoman Thompson.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Nay
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

College Avenue – Alley Easement

Manager Vannoorbeeck advised there is a difference of opinions between property owners. He said this alley is unopened, it is a grassy strip, you cannot tell where the alley starts and the adjoining property starts.

Mayor Coleburn asked if it was a 10' wide alley. Manager Vannoorbeeck replied he thought so.

Mr. Mike Marshall said he did not want to have traffic behind his home, there is no alley there now and has never been.

Mayor Coleburn asked Manager Vannoorbeeck if there would be any future need for the Town to open the alleyway. Manager Vannoorbeeck replied he did not think so.

Mr. Mike Marshall said they were privy to the video tape when there was conversation about emergency vehicle access. He said he has a Toyota four-wheel drive truck and can't get through there. He said it is a 10' wide ditch and 3' deep. Mrs. Kim Marshall added if emergency vehicles needed to access either of them they would come from College Avenue.

Mayor Coleburn clarified if Council chooses to vacate any property it requires a Public Hearing.

Mrs. Doris Winn said she was thrilled they moved into the house and they were doing a beautiful job. She said she was concerned about the mature trees in the alleyway. She said in 2008 she had a survey done, which included Lots 13 and 14. She said she mows the alley and all her fuel services are on the back of her house.

Mayor Coleburn asked Mrs. Winn if she was against vacating any portion of the alleyway. Mrs. Winn replied yes because we don't know what is going to happen with that property.

Mayor Coleburn asked the Marshall's why they were requesting the vacation of the alley. Mr. Marshall replied his main concern was VUMAC, at some point it may be under contract and they may want to buy or develop an access that would take them from Third Street to VUMAC.

Councilman Green said he did not think it was fair to either party to not have a Public Hearing. He said he would like the opportunity to look at the property.

Manager Vannoorbeeck advised Mrs. Winn owns some property behind the Marshall's as well so vacating behind the Marshall's, a portion would also go back to Mrs. Winn.

Councilman Tucker made a motion to have a Public Hearing to vacate the alleyway behind the Marshall property in March. The motion was seconded by Councilman Green.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Spring Hill Church – Turning Lane / Emergency Exit

Manager Vannoorbeeck advised Spring Hill was requesting a turn lane on North West Avenue. He said the Committee asked to have a traffic study done.

Mayor Coleburn clarified the Committee recommended Manager Vannoorbeeck contact the Railroad about the emergency exit.

Councilman Moncure made a motion authorizing Manager Vannoorbeeck to contact VDOT about a traffic study for a turn lane for Spring Hill Baptist Church. The motion was seconded by Councilman Nash.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Councilman Moncure said he thought it was going to be a problem getting the Railroad to agree on the emergency exit. He was not sure what they were asking for, a road to be built. Mayor Coleburn replied let's keep it simple, the Committee was just asking to have Manager Vannoorbeeck contact the Railroad.

Councilman Moncure made a motion authorizing Manager Vannoorbeeck to contact the Railroad about an emergency exit from Spring Hill Baptist Church. The motion was seconded by Councilman Nash.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

North Main Street Sidewalk

Manager Vannoorbeeck said he was asked by Councilman Green to look at the sidewalk in front of his existing building. He said he hadn't planned to replace the sidewalk but Councilman Green is building a new building and made the request for new sidewalk and a new driveway. He said Mann Street was discussed also but he did not think that would be the Town's role because the valley gutter already there is functional.

Councilman Green advised the request is from the Slip In property line to Mann Street. He said he would pay for new curb and gutter on Mann Street.

Mayor Coleburn asked if there was a Policy when someone is tearing down something and replacing it with something new. Manager Vannoorbeeck replied the only Policy we have is sidewalk is at the Town's expense where appropriate.

Mayor Coleburn asked for an estimate. Manager Vannoorbeeck replied with the driveway probably \$700.00, but the demolition would be the higher expense.

Councilman Tucker made a motion to grant the request for new sidewalk on North Main Street in front of Councilman Green's business. The motion was seconded by Councilman Scott.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Abstain
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Tavern Street – between High and Harris Streets

Manager Vannoorbeeck advised Mr. Andre Hicks came to him, there is a significant drainage problem on Tavern Street that is affecting the sewer line. He is recommending curb and gutter for that third of a block from Mr. Bobby Daniels' property to Harris Street.

Councilman Green made a motion to approve installing curb and gutter on Tavern Street from Bobby Daniels' property to Harris Street. The motion was seconded by Councilwoman Thompson.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Speeding – Lunenburg Avenue Extended / Highway 46

Councilman Green asked if the signs were going to be changed. Manager Vannoorbeeck replied there are no signs posted at all.

Councilman Green made a motion to install 25 MPH speed limit signs and two children playing signs on Fair Street, Lunenburg Avenue Extended and Pleasant Drive. The motion was seconded by Councilman Nash.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Councilman Nash asked if we got any answers for the constituents from that area about the noise. Clerk Daniel replied Investigator Murphy advised last month he had not heard anymore once the summons was issued.

Amelia Avenue – Water and Sewer Lines

Manager Vannoorbeeck said curb and gutter on Amelia Avenue from the bridge back to Nottoway Avenue has been discussed previously but before proceeding the water and sewer lines need to be replaced. He said the plan is to bid this project out the same time we bid the East End project. He said this will also include the storm drainage behind Trend, Acapulco's, that block.

Councilman Scott made a motion authorizing Manager Vannoorbeeck to seek bids for Amelia Avenue water and sewer, a manhole at the intersection of South West and Fort Avenue and the storm sewer in the 200 block of South Main Street. The motion was seconded by Councilwoman Thompson.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

CONSENT AGENDA:

1. Rotary's Motorless Parade
2. VMEA Reappointment

Councilman Nash made a motion to approve the Consent Agenda. The motion was seconded by Councilman Tucker.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

UNFINISHED BUSINESS:

1. Burn Building

Manager Vannoorbeeck said Chief Tomer addressed this earlier. He said we need to look at how much the County and other Towns will contribute towards the match.

ON-GOING PROJECTS:

1. Dilapidated Buildings

Mayor Coleburn said Manager Vannoorbeeck was waiting on asbestos results from three residences. Manager Vannoorbeeck added Waco Construction had already taken some samples.

2. Meals Tax

There was nothing to report.

3. Street Improvement Projects

There was nothing to report.

4. Church Street Project

Mayor Coleburn advised this project has been completed.

5. Wigglesworth Sports Complex

Mr. Nathaniel Miller asked how much of a problem would it be for the Gator's to get a practice field with lights. Manager Vannoorbeeck replied it would not be that terribly expensive and the Town has the labor. He added where to put it would be the biggest hurdle.

6. East End Grant

Manager Vannoorbeeck asked Council as a formality to execute a Task Order from B&B Consultants to finish the design work.

Councilman Nash made a motion authorizing Manager Vannoorbeeck to execute a Task Order from B&B Consultants to finish the design work for the East End project. The motion was seconded by Councilman Scott.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

Manager Vannoorbeeck advised we still do not have funding for the East End project. He did not think the rates that were offered initially can be honored. He said he did contact Davenport & Company to finance and put together the package, their services would be \$10,000.00 and bond counsel at \$15,000.00.

Manager Vannoorbeeck asked Council to engage with Davenport & Company for procurement.

Councilman Nash suggested putting everything in writing as to what the Town wants and hand it out instead of paying \$10,000.00. Manager Vannoorbeeck replied we tried that, he thought Davenport could find an even better rate. Councilman Nash added it probably will not be local.

Councilman Moncure suggested writing letters to the local banks and reject them if need be before we do anything else.

Councilman Moncure made a motion to write letters to the three local banks for the funding and then make a decision if we want to reject the bids.

Mayor Coleburn suggested in the letter to the banks say the Town has the right to reject any and all bids, we would like to do this project locally and if bids are favorable we will pick a local institution.

Mayor Coleburn referred East End funding to the Account and Finance Committee.

Mr. Waymond Mitchell pointed out for Black History Month that Councilwoman Thompson and Mrs. Constance Wynn were the first two black woman to serve on Council.

Mayor Coleburn pointed out that Councilman Tucker, Councilman Scott and Councilman Green would not be seeking reelection.

7. Utility Upgrade Project

Manager Vannoorbeeck advised this project will be for the Water, Wastewater and the line between the bowling alley and the Main Gate. He asked authorization to bid this project out.

Manager Vannoorbeeck was advised to proceed with seeking bids.

NEW BUSINESS:

1. Surplus Items

Councilman Green asked if one of the surplus buses could be purchased for the Town. Transit Director Worrell replied yes, Bus #4 has been selected.

Councilman Green made a motion to surplus the list as presented. The motion was seconded by Councilman Scott.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

2. Nottoway County Planning Council Dues

Manager Vannoorbeeck advised the invoice in the amount of \$1,787.00 was not included in the budget.

Councilman Green made a motion to table. The motion was seconded by Councilwoman Thompson.

Councilman Hamner said we are the only ones who haven't paid, he thought we were obligated. He added if it wasn't going to be paid the County should have been notified.

Manager Vannoorbeeck advised some members of Council have been attending the meetings but the Town does not use the service.

Mayor Coleburn asked if we pay this every year why was it not budgeted this time. Councilman Green replied this was not a secret, it was brought up and Council was notified.

Councilman Green suggested paying half the invoice and then cease from being part of it.

Mayor Coleburn said he was worried how this would be perceived.

Councilman Green withdrew his motion.

Councilman Green made a motion to sever ties with the Planning Council. The motion was seconded by Councilwoman Thompson.

Councilman Nash said he still did not know what they offer.

Mayor Coleburn suggested inviting Ms. Megan Hailey to give her a chance to remind us what they do.

Councilman Green withdrew his motion.

Councilman Moncure made a motion to decide on the invoice after hearing from Ms. Megan Hailey on March 19th. The motion was seconded by Councilman Green.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

3. Rental Property Inspections

Community Development Director Wilson advised she and the County Building Inspector plan to meet in March.

4. Planning Commission Reappointment

Councilman Green made a motion to reappoint Ms. Myra Quicke to the Planning Commission for a four-year term. The motion was seconded by Councilman Scott.

Mayor Coleburn asked all in favor or opposed:

VOTE:

Councilman Nash	-	Aye
Councilman Moncure	-	Aye
Councilman Hamner	-	Aye
Councilman Scott	-	Aye
Councilman Green	-	Aye
Councilwoman Thompson	-	Aye
Councilman Tucker	-	Aye

COMMITTEE REFERRALS:

There were no committee referrals.

MAYORS MINUTE:

Mayor Coleburn said there was information in the packet about Federal Opportunity Zones. Manager Vannoorbeeck added by March 2nd we need authorization to submit an application to declare Nottoway County as a distressed community with no cost associated.

Mayor Coleburn said he wants to form a Blackstone Beautification Advisory Council and Mrs. Jenny Davis Bunn had agreed to be his representative. He asked Council to have names for the March 19th Council Meeting.

Mayor Coleburn said he had a great visit in West Virginia. He said people are coming here, in and around Nottoway County. He said it is not a homerun but a lot of good base hits.

Mayor Coleburn said he was visited by Mr. Tom Taylor and Mr. Taylor said he was supposed to be in his home by December 2nd and was concerned when he would be getting back in his home.

Mr. Tom Taylor said he had been out of his house from October 12th to February 12th, he asked for a five-month grace period to start his payment plan.

Manager Vannoorbeeck advised the deed of trust would have to be changed.

POLICE REPORT:

There was nothing to report.

CITIZENS COMMENTS:

Mrs. Doris Winn thanked Council for allowing her to ride along with the Street and Light Committee. She said that meeting and tonight have been very educational.

Due to disruption, Mayor Coleburn adjourned the meeting abruptly.

MAYOR
OF THE TOWN OF BLACKSTONE, VIRGINIA

_____ APPROVED AND ADOPTED

TOWN CLERK
OF THE TOWN OF BLACKSTONE, VIRGINIA