

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, August 28, 2017 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; Gweneth Procise, Treasurer; Nicholas Kuzmiak, Police Chief; Dion Tomer, Fire Chief; Yvonne Wilson, Community Development Director, Joshua Worrell, Transit Director

Town Attorney: Tessie B. Bacon

Those Absent: Yvonne Wilson, Barbara Thompson

Mayor Coleburn called the August Council Meeting to order.

Councilman Green delivered the Invocation.

Mayor Coleburn led the Pledge of Allegiance.

Mayor Coleburn reminded the public of the three-minute time for visitors.

Mayor Coleburn advised that Treasurer Procise would be retiring December 1, 2017 and read her resignation letter aloud.

## **PUBLIC HEARING:**

### **Street Abandonment**

#### ***NOTICE OF PUBLIC HEARING***

*The public is hereby notified that there will be a public hearing held by the Town Council of the Town of Blackstone at 7:00 p.m., August 28, 2017 in the Town Council chambers located at 100 W. Elm Street, Blackstone, Va. The purpose of the public hearing is to consider the vacation of the following unopened street:*

*All that section or portion of Brunswick Road shown on a plat of Tweedside Park recorded in Plat Book 2, Page 99 and lying between the northern line of lots 13, 14, 15, 16 and the southern line of lot 3, all within Tweedside Park and the southern line of property n/f belonging to Garland Palmore and extending from the western right-of-way line of Routes 40 and 46 (S. Main Street) to the eastern right-of-way line of Lunenburg Avenue Extended.*

Manager Vannoorbeeck explained this is for the abandonment of an unopened portion called Brunswick Road, with a Subdivision Plat enclosed. He said this request is from Mr. & Mrs. Billy and Darlene Nash. He said this would be a portion of the wooded area between the Dewey property and O'Reilly Auto Parts. He added there was included also a letter from Mr. Greg Dewey stating he was in favor.

Mayor Coleburn asked if there was anyone here to speak for or against the proposed request.

Mayor Coleburn closed the Public Hearing.

***Councilman Green made a motion to approve the street abandonment request from Mr. & Mrs. Billy Nash. The motion was seconded by Councilman Tucker.***

Mayor Coleburn asked if this abandonment would take place immediately. Manager Vannoorbeeck replied yes upon approval and having it recorded.

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

**VISITORS:**

**Arts & Crafts – Blackstone Chamber**

Mrs. April Wright advised the Arts & Crafts Festival would be September 9<sup>th</sup> and 10<sup>th</sup>. She said included were the same requests as before, same street closures, waive the banner fee and an escort from the Police Department for the Tractor Parade and the 5K.

Mayor Coleburn asked if the 5K would be at 9:00 a.m., he had heard previously some concern about traffic being less at 8:00 a.m. Mrs. Wright replied yes it would be at 9:00 a.m. and Kenston Forest would be handling the 5K.

***Councilman Nash made a motion to approve all items presented for the Arts & Crafts Festival on September 9<sup>th</sup> and 10<sup>th</sup>. The motion was seconded by Councilman Scott.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

Councilman Green asked to offer a motion to help clear the air on something that came from his Committee. He said his Committee was presented with two requests to deviate from what we thought was currently policy.

Manager Vannoorbeeck said for years the Town has required family headstones be placed in the center of 8 or 4 grave lots. He said it is not in writing, but has been practiced for years.

***Councilman Green made a motion to approve the two requests to deviate from centering a headstone because there is no policy to deny it. The motion was seconded by Councilman Nash.***

Mayor Coleburn clarified the two requests were from the Farley's and Mrs. Sharon Dalton. He said the Council was in the process of adopting a new policy for the Cemetery, that would take effect in January.

Councilman Hamner said from the time he came here it has always been handed down the way we are doing it right now. He said the Cemetery has some rules and regulations and thought this was splitting hairs.

Councilman Moncure said it has been effective for so many years adhering to the practice, that it almost suggests it is policy. He asked Council to consider this in their deliberations.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

Mr. Bill Farley thanked Council.

**Mr. Robert Thomas**

Mr. Thomas said he was here to announce the Fifth Annual Wine and Beer Festival on October 21, 2017 from 12:00 p.m. – 6:00 p.m. He asked to waive the Banner Fee and close the portion of High Street from the Armory to the Carriage Museum.

***Councilman Nash made a motion to approve the requests for the Wine and Beer Festival on October 21, 2017. The motion was seconded by Councilman Green.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

**Mr. Lewis Johnson**

Mr. Johnson asked about the Peddler's License. He asked for more understanding of the Ordinance, he said he would be paying the Meals Tax and Business License. He asked if the Ice Cream Truck was paying this fee. He said the \$500.00 was too much, thought this was a good old boy system.

Mayor Coleburn asked if the Ice Cream Truck was paying the Itinerate Merchant License. Treasurer Procise replied they pay on what they expect to make.

Councilman Nash said according to the current policy the Ice Cream Truck should be paying the peddler's license and asked to enforce it at this time.

Manager Vannoorbeeck explained if a business does not have a permanent site they must get the Itinerate Merchant License, which is \$500.00 plus a Surety Bond. He said the difference is the Itinerate License if paying the Business License up front.

Mayor Coleburn said there was no recommendation to change or not change. Manager Vannoorbeeck replied that is correct, but we can advertise for a Public Hearing.

Mayor Coleburn said he did not want to see this Council make decisions based on who someone is, that would be good old boy. He said he believed this License was because the brick and mortar businesses were paying real estate and personal property taxes.

Mr. Johnson asked what is the difference with the people coming to Arts and Crafts. Councilman Green replied they are paying the Meals Tax. Mayor Coleburn added they do pay the Meals Tax but because it is a festival they were given a break.

Mr. Michael Bagley asked if the \$500.00 was the same in proximity as other localities.

Councilman Green said Mr. Johnson shed some light on the situation and advised a notice needed to be sent to the Ice Cream Truck to pay the fee and provide a Surety Bond.

Councilman Green thought the \$500.00 fee was punitive in order to drive people away. He asked if the fee could be waived until Council came up with a Policy.

Councilman Nash said it is an Ordinance and did not feel comfortable waiving it, but to enforce the current Ordinance with the Ice Cream Truck. He said he left the Committee waiting to hear from other localities.

Ms. Candy Early said shouldn't the restaurants be asked their opinion. Mayor Coleburn replied that is what the Public Hearing would be for.

Mr. Johnson asked if he pays the \$500.00, do you still need to look at his Annual Report. Mayor Coleburn replied this Council has decided to be aggressive on enforcing Meals Tax. Manager Vannoorbeeck added it would not be on the Business License but would be reported on Meals Tax.

Mayor Coleburn said restaurants collect Meals Tax from the customers and that money is put aside.

Ms. Early said they buy the buildings and maintain the buildings, and if we didn't provide the service the Town could not collect the money.

Mr. Johnson asked what if his gross sales comes back less than the \$500.00. Manager Vannoorbeeck replied there would be no refund.

Councilman Green said he did not think Council had enough information and had not given Attorney Bacon enough time to provide a lucid brief. He wants this expedited quickly and would like to have a good policy that is enforceable, but in the meantime, we need to enforce the current policy. Mayor Coleburn clarified the Ordinance.

Councilman Green said with the Meals Tax, it is written in law all tax collections shall be deemed to be held in trust for the Town.

Mayor Coleburn asked that the Health & Ordinance Committee expedite this issue, which will include talking to five neighboring towns.

**Mrs. Ann Hoover**

Mrs. Hoover thanked Council for improving the appearance of Schwartz Tavern. She said Mrs. Thomas came by her house and said every time she goes by the Carriage Museum, it makes her sick. Mrs. Hoover said Mr. and Mrs. Thomas kept the landscaping mulched and weeded, and said it really has looked badly this summer. She asked to show enough respect to keep the entranceway attractive.

Mrs. Hoover passed out cards to remind people to use smile.amazon.com when ordering. She added there were two afghans donated to be raffled off and tickets can be purchased at J&J Dollar Store, the winner will be drawn at Arts & Crafts on September 10<sup>th</sup>.

**Mr. David Patterson**

Mr. Patterson said last year it was talked about installing 911 signs, he is now delivering for Pizza Hut and there are a lot of places with no addresses. He said the Ordinance needs to be enforced.

Mayor Coleburn asked Mr. Patterson to write the houses down and let Town staff know.

**Mr. Waymond Mitchell**

Mr. Mitchell advised this was Coffee with a Cop month and the first one would be at McDonalds on October 4<sup>th</sup> from 8:00 to 10:00 a.m. and will cover any conversation.

Mr. Mitchell advised the Cook Outs in the Wards would begin the latter part of September.

Mr. Mitchell advised the Blackstone Ministerial Association will be having a Sing Out at Spring Hill Baptist Church on September 17<sup>th</sup> at 3:00 p.m.

Mr. Mitchell said there will also be a Family and Friends Day on October 28<sup>th</sup> from 12:00 – 4:00 p.m., and will be a pot luck dinner.

**MINUTES:**

***Councilman Moncure made a motion to dispense with reading and approve as presented the Regular Council Meeting Minutes from July 17, 2017 and the Special Called Meeting Minutes from July 21, 2017 and August 1, 2017. The motion was seconded by Councilman Tucker.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

### **FIRE CHIEF'S REPORT**

Chief Tomer said we did receive bids for the Command Vehicle, they were publicized on eVA and the Courier Record, there were two bids received. He said the low bid was \$54,973.15, which is without a 25% deposit.

Councilman Green asked why it costs that much to outfit a truck. Chief Tomer replied it is a specialized piece of equipment, not just a truck. He added this will be outfitted to run a complete command scene, which includes maps, radios, lighting and a computer.

Councilman Green asked how long is this vehicle predicted to be in service. Chief Tomer replied the previous Suburban was a 1988. He added the module can be moved to another truck of the same caliber.

Manager Vannoorbeeck said the company was requesting a 25% deposit, but that violates policy because we are providing the chassis.

Chief Tomer said he has taken some things off the truck, which makes it \$52,293.00 with no deposit.

Councilman Green asked what equipment was removed and what is the value. Chief Tomer replied we removed the grill guard, which caused light and sirens to be moved and changed the size of lettering.

Manager Vannoorbeeck said they should honor the price of \$52,293.00 and not take anything off the truck.

***Councilman Green made a motion authorizing to pay \$52,981.37 with no deposit and pay upon receipt. The motion was seconded by Councilman Nash.***

Councilman Moncure said it is a high figure.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

Chief Tomer advised 60 smoke detectors were installed in partnership with the Red Cross.

Chief Tomer asked for permission to seek a grant for new a difibulator.

***Councilman Green made a motion to authorize the Fire Department to seek a grant for a new difibulator. The motion was seconded by Councilman Nash.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

Chief Tomer said the billing company sent a letter advising fees should be increased by 12%.

Mayor Coleburn asked how much had been generated. Chief Tomer replied \$24,688.00.

Councilman Nash added there are still some outstanding.

***Councilman Green made a motion to advertise for a Public Hearing on the 12% Fire Department billing increase. The motion was seconded by Councilman Scott.***



Mayor Coleburn asked all in favor or opposed:

VOTE:

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

Chief Tomer asked for permission to apply for a FEMA Grant, he said the goal was to replace the ladder truck, which is a 95/5% match. He said they spoke with some individuals and the opportunity to replace Engine 3 was less likely, there would be a better chance to replace the ladder truck.

Manager Vannoorbeeck explained this bidding process for a grant writer will be based on qualifications not a dollar amount and is specific to fire trucks.

Mayor Coleburn asked how the grant writer would be paid. Manager Vannoorbeeck replied it is a flat fee of approximately \$2,200.00.

***Councilman Scott made a motion to apply for the FEMA Grant for a ladder truck for the Fire Department with a 95/5% match. The motion was seconded by Councilman Nash.***

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

***Councilman Green made a motion to authorize up to \$ 2,500.00 for grant writer services. The motion was seconded by Councilman Nash.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

**PAYMENT OF BILLS:**

Mayor Coleburn stated the bills that have already been paid are in the amount of \$919,693.41.

***Councilman Nash made a motion to approve the bills that have already been paid in the amount of \$919,693.41. The motion was seconded by Councilman Green.***

Councilman Nash pointed out that Mr. John Kessler got his refund back.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

Mayor Coleburn stated the bills not yet approved but to be paid are in the amount of \$159,862.66.

***Councilman Green made a motion to approve as presented the bills not yet approved but to be paid in the amount of \$159,862.66. The motion was seconded by Councilman Scott.***

Councilman Scott asked about Haley Auto Mall, one invoice was for \$9.00, flashing breaks and another is \$90.00 for the same thing. Finance Director Hardy replied she was not sure but would look it up.

Councilman Nash said the CenturyLink bills seems high. Manager Vannoorbeeck replied there are a lot of phone lines connected to alarms. Finance Director Hardy added the Town Office and Public Works had been switched to Shentel.

Mayor Coleburn referred phone lines to the Account and Finance Committee.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

### **COMMITTEE REPORTS:**

#### **Health & Ordinance – met on 8-7-17 – minutes included in August’s Council Packet**

##### Itinerate Merchant License

Chairman Scott said this was discussed earlier in the meeting.

##### Curfew Ordinance

Chairman Scott advised this would be advertised for the September Council Meeting.

##### Electric Service Construction Policy

Manager Vannoorbeeck advised the current policy we are working under is with residential overhead there is no cost for construction. He said we do charge for residential underground service for materials by a linear foot price. He added all multi-family and commercial all materials are reimbursable to the Town.

##### Utility Bills

Mayor Coleburn said it was discussed that there could be a possible lien put on property owners. He suggested proceeding with caution, if at all, but he would like to know what other localities are doing this.

Councilman Nash said we didn’t even have the information at the meeting and it wasn’t really discussed that much. He said he did feel after talking with some residents that the Town needed to start vouching more on the utility side, background checks, etc. He said he would rather the Town do that than putting liens on property.

Councilman Nash asked if Health and Ordinance could look into it more, because he also wants to look at how meters are read.

Councilman Green said we don't want to make Blackstone an impossible area for a young person or a new person coming to Town. He said he would like to know what we should be charging for a deposit and possibly do it in installments.

### Tap Fees

Manager Vannoorbeeck explained previously he said if you have an existing tap, you are issued a credit. He said we treated FASTC exactly how we treat our current customers, he said if you have an existing ¾" tap you get a credit for a ¾" tap. He said FASTC made a list of the existing structures that were going to be eliminated and was presented to Council. He said they then put together a list of new taps and based on the new Tap Fee Schedule adopted, it was going to be \$329,000.00 owed to the Town.

Manager Vannoorbeeck said FASTC asked how they could avoid those Tap Fees and Manager Vannoorbeeck told them they couldn't avoid them but advised them they had oversized the taps. He said they were proposing 2" services for spigots, which is how oversized it was. He said he and Mr. Andre Hicks helped them resize the lines, which created a \$17,000.00 credit to FASTC, which they waived and said they would not collect.

Councilman Nash said FASTC is improving our system out there. Manager Vannoorbeeck added even better, they are not dumping 2" taps on the Town that we own later.

Mayor Coleburn said he would like to have known what was going on, it was a shock to him. He asked Manager Vannoorbeeck if he would do what he did with FASTC to every new business coming to Town. Manager Vannoorbeeck replied exactly. Mayor Coleburn said he was ok with that as long as we are consistent and fair.

Councilman Green said he does not advocate micromanaging, but thought in this particular instance this Council was resolute about getting that money, and even though you saved FASTC money and the Town on maintenance, Manager Vannoorbeeck needed to gauge the spirit of what we are doing. He said that wasn't meant to be taken the wrong way and he wasn't being critical. He said we were so adamant about what they paid the County, more than they asked for, just keep us in the loop.

### **Buildings, Property & Cemetery – me on 8-16-17 & 8-24-17 – 8-16-17 minutes included in August's Council Packet – 8-24-17 – will be included in September's Council Packet**

### Armory

Chairman Green said it was his intention to have a round table meeting on September 11<sup>th</sup> at 4:00 p.m. in the conference room at the Police Department. He said this would include the Committee and the Save the Armory Group.

### Cemetery Policy

Chairman Green asked Council to disregard the Policy enclosed. He said it is the bulk of it, but there are still a few gray areas.

### Bon Secours Lease

Manager Vannoorbeeck advised that Bon Secours had sent a lease agreement which includes a dollar figure and terms, and includes a caveat that the Town will solely reimburse the agents representing the tenant. He said he advised the Town was not interested in paying their agent, he said he received in writing that is what is intended on being done. He said he made a second protest to Mr. Cummings with Bon Secours and is awaiting his response.

Chairman Green said the Committee agreed that was fine but it would be added to the rent.

Manager Vannoorbeeck advised the current lease does not expire until January 2019.

### Veterans Day Ceremony

***Councilman Green made a motion to appoint Councilman Hamner to a Veterans Day Ceremony Planning Committee. The motion was seconded by Councilman Nash.***

Chairman Green said this Committee would include Councilman Hamner, Manager Vannoorbeeck, Mrs. Yvonne Wilson as well as various other citizens.

Mayor Coleburn clarified Veterans Day 2018 will be the 100<sup>th</sup> Anniversary and the 35<sup>th</sup> Anniversary of Seay Park.

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

### Cemetery Request

Chairman Green said this was discussed earlier in the meeting.

**Account & Finance – met on 8-17-17 – minutes included in August’s Council Packet**

Chairman Green asked Council to consider having a Work Session in November to review the Town’s Meals Tax Ordinance. He said he would like all restaurant owners to attend and have Attorney Bacon present.

Mayor Coleburn said the restaurant owners work hard and some are sensitive. Chairman Green asked what is there to be sensitive about, it is the law.

Mayor Coleburn asked if staff could handle this or should Council be there. Chairman Green replied we are talking about a Class 1 Misdemeanor and thought the 8 of us should be up here, then there will be no question as to whether they have been informed.

Councilman Nash said he felt restaurant owners would be more open if Council wasn’t here.

Mayor Coleburn said he believed every Ordinance should be enforced, but it will look to some as being heavy handed, they already are single-handedly the biggest contributor to our finances. He said they are working hard and then they might say now we have to come to a meeting to get a lecture and a lot of them pay Meals Tax on time.

Chairman Green said again these funds are to be immediately put in a trust, it is paid by the consumer, not the merchant.

Manager Vannoorbeeck said the Committee recommended turning the outstanding responses over to Attorney Bacon, so whatever Council chooses is fine, but the majority of people are compliant with paperwork and paying. He said he didn’t think there needed to be a Council Meeting, let Attorney Bacon handle the legal side of things.

Chairman Green said he did not want this to be misconstrued as penalizing or attacking anyone, he just wants to give them the information but if Council does not need to be included, he would still like it in the Chambers so it is recorded for his feedback. He said we have an Ordinance in place that has some severe penalties, he just wants to work with the merchants.

Councilman Nash suggested having an open meeting but Council should not be involved. Manager Vannoorbeeck added have Attorney Bacon host and be the presenter.

**CONSENT AGENDA:**

1. Cruise-In – Medical Center Parking – 9-9-17
2. 7<sup>th</sup> Annual Neighborhood Reunion – 10-21-17
3. Millstone Agreement

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

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

### **UNFINISHED BUSINESS:**

#### **1. Fire Department Command Vehicle Bids**

This was discussed earlier in the meeting.

#### **2. Leaf Machine Bids**

Manager Vannoorbeeck advised that the Town was a member of NJPA, which is a national procurement cooperative. He said we received one sealed bid and pricing from NJPA. He said he was recommending purchasing a leaf machine from Old Dominion Brush in the amount of \$29,418.60. He added this is a 4-cylinder gas, 87 horsepower.

Manager Vannoorbeeck asked Council to reject the diesel bid from Virginia Public Works Equipment. He said this bid was not the responsive bid.

Councilman Green asked if this was budgeted. Manager Vannoorbeeck replied we had \$45,000.00 budgeted.

Mayor Coleburn asked when the leaf machine would be delivered and operational. Manager Vannoorbeeck replied it is available on site and can be picked up at any time.

Mayor Coleburn asked how many leaf machines are functioning right now. Manager Vannoorbeeck replied this will give the Town two.

Mayor Coleburn asked if there was a back-up machine. Manager Vannoorbeeck replied the one existing will be the spare.

***Councilman Green made a motion to purchase the leaf machine from Old Dominion Brush in the amount of \$29,418.60. The motion was seconded by Councilman Moncure.***

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

### **3. Committee Assignments**

Mayor Coleburn said this is supposed to be voted on every July, his recommendation is to keep the Committees as they are, with the same chairpersons.

***Councilman Nash made a motion to keep the Committees and chairpersons as is until June 30, 2018. The motion was seconded by Councilman Scott.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

### **4. Weatherization Assistance Update**

Manager Vannoorbeeck said this is a Fund that was set up from receiving payments from people whose homes had been renovated in the past. He said this was intended as a revolving fund, this money is not weatherization funds set aside. He added these funds are over \$100,000.00 from Program Income.

Manager Vannoorbeeck advised the three homes included are in excess of \$75,000.00 and will be paid for from the revolving fund.

Councilman Nash advised one of the recipients on the list is delinquent in taxes. Manager Vannoorbeeck replied there will be no work performed until taxes are paid in full, they are aware of this.



Councilman Scott asked about the East End Planning Grant. Manager Vannoorbeeck replied there is nothing to report at this time.

Mr. Nathaniel Miller asked if these were done by disparity, does one person get more than another. Manager Vannoorbeeck replied these were decided by Mr. Earl Howerton with Southside Outreach.

***Councilman Nash made a motion to approve the three weatherization projects included in the Council Packet pending all past due debts, including utilities are settled. The motion was seconded by Councilman Green.***

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

Councilman Green asked about the Downtown Pool. Manager Vannoorbeeck replied DBi received another \$25,000.00 in Loan Pool, which totals \$73,000.00. He said everybody was paid up and no one was in arrears.

Councilman Green asked if it was strictly for façade. Manager Vannoorbeeck replied it was working capital but there are job creation requirements and some investment requirements.

Mr. Johnson asked who would be doing the construction. Manager Vannoorbeeck replied Harvey Enterprises and Superior Builders. He added the Knight house that was worked on, the ceiling caved in. Manager Vannoorbeeck replied we have contacted the insurance company and Southside Outreach, who administered the project.

## **5. Nottoway Commons**

Mayor Coleburn said Manager Vannoorbeeck is wanting to know if Council wants to respond to the letter received from Nottoway County.

Councilman Green said he did not want to hide anything but did want to protect the taxpayers, is this something that can be discussed in Closed Session for any counteroffers we may want to make.

Councilman Green said the Town asked for three requests and the County approved one and one third of one of the items.

Mayor Coleburn advised he and Councilman Nash attended a meeting and Phase 1 of Nottoway Commons was going to be 500 hotel rooms, this project has been delayed due to Mr. Gomez just completing a project in the Dominican Republic. He said now it is only going to be 350 hotel rooms and is likely not to be a franchise, which makes since to just build a nice brick hotel and not pay for a sign.

Mayor Coleburn said if this information had not been discussed publicly before, there might be some leeway.

***Councilman Green made a motion that we do not respond to the letter and table until such time the Town Manager needs to engage the Council.***

Mayor Coleburn said at such time a motion to resurrect the issue will be required.

***The motion was seconded by Councilman Nash.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

## **ON-GOING PROJECTS:**

### **1. Dilapidated Buildings**

There was nothing to report.

### **2. Meals Tax**

There was nothing to report.

### **3. Street Improvement Projects**

Manager Vannoorbeeck advised the South Main Street project started today and will be about a month.

Councilman Green asked as a resident to patrol Brunswick, Lunenburg, and College as well as having the speed trailer during the next 30 days during construction.

### **4. Church Street Project**

Manager Vannoorbeeck advised there will be five houses to be renovated, a duplex on Church Street, 811 and 816 Church Street and 802 Second Street. He said these projects have been bid and are through Grant projects.

### **5. Wigglesworth Sports Complex**

Manager Vannoorbeeck advised he was waiting on an agreement from the Department of Transportation, which will be on or about the first of October.

Mayor Coleburn asked how much grant will the Town receive. Manager Vannoorbeeck replied \$206,000.00.

Councilman Nash asked if that would be too late for paving. Manager Vannoorbeeck replied probably, he anticipated getting it paved before opening day in the spring.

Mayor Coleburn asked if this would fix the dip in Harris Street. Manager Vannoorbeeck replied it will not go that far.

### **6. East End Planning Grant**

There was nothing to report.

### **7. Nottoway Avenue – Revenue Share Project**

Manager Vannoorbeeck said the paving was ongoing. He said he met with VDOT today and they were agreeable to pay for the portion of surface treatment to the end of State Maintenance.

### **8. Utility Upgrade Project**

There was nothing to report.

## **NEW BUSINESS:**

### **1. Task Order – 2013-27 – Storm Sewer, etc.**

Manager Vannoorbeeck advised this was included in the Budget and is for the storm sewer in the alleyway behind Acapulco's and Trend.

Manager Vannoorbeeck said we applied for DHCD Grant money for Downtown, but were unsuccessful. He said this project will also include water and sewer lines in Amelia Avenue between the bridge and Nottoway Avenue.

Councilman Nash asked what the project cost will be. Manager Vannoorbeeck replied we budgeted \$135,000.00.

***Councilman Nash made a motion to execute Task Order #2013-27 in the amount of \$25,000.00 for the design. The motion was seconded by Councilman Scott.***

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

### **2. Task Order – 2013-26 – Airport Access Road**

Manager Vannoorbeeck explained this Task Order is for the design of the Airport Road going into the Industrial Park. He said as of today there is \$119,000.00 in the Airport Fund.

***Councilman Nash made a motion to execute Task Order #2013-26 for the design of the Airport Road in the amount of \$4,500.00. The motion was seconded by Councilman Green.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

### **3. Electric Department - Truck**

Manager Vannoorbeeck said with all the surplus items sold there is a net of \$41,000.00 coming to the Town. He said that added to the recycling, there is enough money to buy two trucks. He said one truck would be a ¾ ton and the other is a half-ton truck. He added one truck would be for himself and the other would go to Mr. Dan Martin. Manager Vannoorbeeck said Mr. Martin's current truck will go to the service guy in the Electric Department.

***Councilman Green made a motion to authorize the purchase of two new trucks with money from surplus items and recycling funds. The motion was seconded by Councilman Nash.***

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

### **4. Appropriation – Airport Proceeds**

Manager Vannoorbeeck advised in order to make the \$119,000.00 available there needs to be an appropriation of \$35,400.00, which are the proceeds from UAV purchasing the property.

***Councilman Green made a motion to appropriate \$35,400.00 from the General Fund into the Airport Fund. The motion was seconded by Councilman Moncure.***

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

### **5. Grant Writing Services – RFO**

This was discussed earlier in the meeting.

## **6. Resolution – Virginia State Parks**

Mayor Coleburn said the enclosed Resolution was received from Mayor Greg Eanes of Crewe. He said the Resolution is asking the General Assembly to continue fully funding Virginia State Parks. He said unfortunately there are no parks in Blackstone, but this is no cost to the Town.

***Councilman Nash made a motion to adopt the Virginia State Parks Funding Resolution. The motion was seconded by Councilman Tucker.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

## **7. Heritage Hall – 5K Run**

Mayor Coleburn advised there were two routes presented. He said it would be on Saturday, October 28, 2017.

Councilman Green said he did not want to see anything other than family in the Cemetery. Mayor Coleburn added there could be a funeral that day.

Councilman Moncure said the Cemetery area should be kept off limits.

***Councilman Nash made a motion to approve the second route, that does not include the Cemetery. The motion was seconded by Councilman Green.***

Mayor Coleburn asked Chief Kuzmiak if Heritage Hall had talked with him yet. Chief Kuzmiak replied no.

Mayor Coleburn asked that the motion include contingent upon consultation with Chief Kuzmiak.

Mayor Coleburn advised this route does not cross Main Street which is safer.

Mayor Coleburn said Sixth Street would probably be closed because it will be the start and finish line.

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

**8. Delinquent Personal Property & Real Estate Taxes**

Manager Vannoorbeeck explained the State Code relieves the Treasurer of collections for Real Estate taxes over 20 years and Personal Property over 5 years. He said the Real Estate amount over 20 years is \$42.84 and the Personal Property over 5 years is \$652.19.

***Councilman Green made a motion to relieve the Treasurer from collecting delinquent Real Estate taxes over 20 years and Personal Property taxes over 5 years. The motion was seconded by Councilman Moncure.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

**9. Main Street – Tractor Trailers**

Councilman Green advised he had been briefed on this.

Manager Vannoorbeeck explained the Street Committee discussed this previously and VDOT is not groovy on the truck detour.

## **COMMITTEE REFERRALS:**

### *1. Travel Policy*

Manager Vannoorbeeck said there are questions about being reimbursed.

Mayor Coleburn referred the Travel Policy to the Health and Ordinance Committee.  
(Mayor Coleburn sent an email (8/30/17) and changed Travel Policy to the Employment & Police Committee)

### *2. Advertising on Buses*

Manager Vannoorbeeck asked about advertising on buses, he said Transit Director Worrell asked about this.

Mayor Coleburn referred advertising on buses to the Health & Ordinance Committee.

Manager Vannoorbeeck said Transit Director Worrell has been active with trying to support students at Virginia Tech and Southside Community College. He said we are looking into non-paid interns at the Bus Shop and Town Hall.

Councilman Scott suggested getting information together and bring back to Council.

## **MAYORS MINUTE**

Mayor Coleburn thanked everyone for coming tonight.

## **POLICE REPORT**

There was nothing to report.

## **CITIZENS COMMENTS**

There were no comments.



## **CLOSED SESSION**

Virginia Code Section 2.2-3711

3/      Disposition of Real Property  
            Town Shop

***Councilman Green made a motion to go into Closed Session for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The motion was seconded by Councilman Tucker.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

***Councilman Nash made a motion to certify that to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which the Closed Meeting was convened, were heard, discussed or considered in the meeting. The motion was seconded by Councilman Scott.***

VOTE:

Councilman Moncure	-	Certify
Councilman Hamner	-	Certify
Councilman Scott	-	Certify
Councilman Green	-	Certify
Councilwoman Thompson	-	Absent
Councilman Tucker	-	Certify
Councilman Nash	-	Certify

***Councilman Green made a motion that Council accept the \$75,000.00 offer for the Town Shop from Waukeshaw Development, authorizing the Town Manager to advertise for two Public Hearings, one for the sale of the property and the other for the lease of the property across the street, authorizing the Mayor to execute the lease at time of closing and to execute the contract of sale. The motion was seconded by Councilman Nash.***

Mayor Coleburn said we believe this sale to be by December 1, 2017.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

Councilman Scott asked about Westwood Drive. Manager Vannoorbeeck replied they are supposed to come back and work on Westwood and College Avenue.

Councilman Nash asked about the port-o-john that was lit on fire. Manager Vannoorbeeck replied he had not heard anything else from Edmunds Waste.

Manager Vannoorbeeck advised Colony Construction was doing patching right now, they are trying to stay ahead of Whitehurst with tar and gravel. He added all the construction work is being paid with cash because VDOT funds are now being set aside.

Councilman Green said he knew Kenston Forest was outside of Town limits, but wanted to know if it was possible for police patrols to swing through the school area.

Mayor Coleburn urged caution because the Town was asked to do work at Greenview Cemetery and we did not do it because it was out of Town. He asked to think about and report at the next meeting.

Manager Vannoorbeeck advised Council he would like to advertise for the Treasurer position with no pay range.

There being no further business to bring before Council, Mayor Coleburn declared the meeting adjourned at 9:53 p.m.

\_\_\_\_\_  
MAYOR  
OF THE TOWN OF BLACKSTONE, VIRGINIA

\_\_\_\_\_  
APPROVED AND ADOPTED

\_\_\_\_\_  
TOWN CLERK  
OF THE TOWN OF BLACKSTONE, VIRGINIA