

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, March 19, 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; William Ingram, Police Officer; Zac Beares, Deputy Fire Chief

Town Attorney:

Those Absent: Chief Kuzmiak, Chief Tomer

Mayor Coleburn called the March Council Meeting to order.

Mayor Coleburn delivered the Invocation.

Mayor Coleburn led the Pledge of Allegiance.

## **PUBLIC HEARING:**

### *CDBG Funding – East End*

### ***Town of Blackstone 2<sup>nd</sup> NOTICE OF PUBLIC HEARING***

*The Town of Blackstone will hold a Public Hearing on Monday, March 19, 2018, at 7:00p.m. in the Town Council Chambers located at 100 W. Elm Street, Blackstone, Virginia to solicit public input on the proposed Community Development Block Grant (CDBG) proposal to be submitted to the Virginia Department of Housing and Community Development for the East End Neighborhood Improvements Project. Residents of the project area are encouraged to attend. The East End Neighborhood Improvements Project will potentially include the following activities: housing improvements, water distribution improvements, sanitary gravity sewer improvements and drainage facility improvements. The draft CDBG proposal will be presented for comment along with information on projected beneficiaries, including the number of low-and moderate-income residents to benefit from the proposed project, and plans to minimize displacement. Citizens will also be given the opportunity to comment on the Town of Blackstone's past use of CDBG funds.*

Manager Vannoorbeeck advised this would be the last Public Hearing before the submission of the application. He said there is a letter in the packet that states the Town will provide \$1,526,138.00, which includes all the water and sewer, \$1.1 Million in construction costs and the third activity is \$500,000.00 for drainage improvements.

Manager Vannoorbeeck said in order to make our application as competitive as possible, we are asking Council to also highlight the Weatherization Program and take the \$1,526,138.000 price tag and commit itself for the next two years with the Weatherization Funds to go in there showing that the Town is putting additional resources towards the project and take some pressure off the budget.

Mayor Coleburn opened the Public Hearing. He asked if there was anyone here to speak for or against the proposed project.

Mayor Coleburn closed the Public Hearing.

Manager Vannoorbeeck said the commitment from the Town will be \$1,576,138.00, which includes water and sewer for Dillard Street to Viewbank Street, Broad and Tavern Streets. He said in addition there is going to be curb and gutter and housing. He said the total application is \$1,250,000.00, with \$1 Million paying for housing, \$250,000.00 for drainage, the difference in the drainage, water and sewer is the contingency engineering which makes up the \$1,576,138.00, and also includes \$50,000.00 in weatherization over the next two years.

Mayor Coleburn asked how much cash is coming from the Town. Manager Vannoorbeeck replied there is no in-kind contribution so this is all cash. Councilman Nash added this will be funded through the water and sewer rates.

Manager Vannoorbeeck advised the Town's portion is primarily through the 3% that was already raised.

***Councilman Green made a motion that the Town pledge \$1,576,138.00 towards the funding of the improvement of the water system, stability of the sanitary sewer system and improvement of the drainage conditions for the East End Neighborhood Improvement Project and adopt the Resolution provided. The motion was seconded by Councilwoman Thompson.***

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

**Ms. Earlene Powell**

Ms. Powell explained out of the \$1,576,138.00, \$1,526,138 is for the infrastructure, with \$50,000.00 towards housing and weatherization.

Ms. Powell said according to the surveys there were a total of 56 houses in project area. She said the project area is the 400, 500 and 600 block of East Broad street, 3 houses on Epes Street, 1 house on South Dillard Street, Tavern Street the 500 block and Viewbank in the 100 block.

Ms. Powell said out of the 56 houses they identified 19 homeowners, 10 investor owned, 15 no responses, 11 vacant houses, 3 did not wish to participate and 2 were over income. She said there are 26 houses targeted.

Councilman Nash asked how many of the 26 are owner occupied. Ms. Powell replied 14 are owner occupied, 9 are investor owned, 2 houses targeted with substantial reconstruction and 1 targeted for demolition. She said out of the 68 residents in that area, 62 are LMI, which is 91% of our goal being met.

**MINUTES:**

***Councilman Moncure made a motion to dispense with reading and approve as presented the Regular Council Meeting Minutes from February 26, 2018. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

**VISITORS:**

**Nottoway Planning Council**

Ms. Maegen Hailey, County Planner; Ms. Logan Presley, Assistant County Planner and Chairman and Mayor of Burkeville, Mr. Joe Morrisette were in attendance.

Chairman Morrisette said he was glad to be here as the Chairman of the Nottoway County Planning Council. He said Mr. Sherman Vaughan asked him to attend and he hoped we can work things out.

County Planner Hailey read their mission statement. She said anything Blackstone needs grant wise they are here to help. She advised on the plans they work on such as the Comprehensive Plan, Emergency Operations Plan, Regional Water Supply Plan, Hazard Mitigation Plan and the Annual Recycling Rate. She said these plans are needed for most grants.

County Planner Hailey said they have been asked by the Blackstone Fire Department to help with locating grants for equipment. She said there are eight members on the Planning Council, two members from each Town Council, two Board of Supervisors, with one always being the Chairman, and Mr. Ronald Roark and Mr. John Prosise. She said Council's representatives come to them for any help on any projects needed.

Chairman Morrisette advised we are the only County in Virginia that has an individual Planning Council. He said if he didn't think we weren't getting our monies worth he would say so. He said they do a wonderful job with the grants for everybody concerned.

Councilman Green asked Manager Vannoorbeeck his thoughts. Manager Vannoorbeeck replied he did not know these ladies. He said Blackstone has been independent with Jennifer Beck handling the grants previously. He said he would like the Comprehensive Plan completed.

Assistant Planner Presley said the Plan was submitted to Jennifer Beck because she was their point of contact. She said when they finished it in 2016, Jennifer Beck told them the Town had hired CDC to include the Urban Development Areas and since then they had not heard anything. She said their end has been completed. County Planner Hailey added they still have a copy of their completed version.

Councilman Green said he served on the Planning Council from 2006-2010, and what he is hearing tonight is it is the burden of the two members of Council to report. He asked if there was a way to get a quarterly update for the entire Council. He added it looks like the last time the services were used were in 2010. He thought for the investment, it was worth it.

***Councilman Green made a motion to continue being a member of the Nottoway County Planning Council and that we pay the invoice forthwith. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

County Planner Hailey said if Council has a grant they are interested in and it is before a meeting she will be happy to look into it, she is there to handle things for us.

Community Development Director Wilson asked to be made a point of contact as well.

Councilman Moncure said he also served previously on the Planning Council and thought the Town was definitely underutilizing this service. He said we should step up our participation in this.

Councilman Green thanked Mayor Morrisette for coming and appreciated the professional presentation.

### **Hazard Mitigation Plan**

County Planner Hailey said this is just updated information.

***Councilman Nash made a motion to adopt the Resolution for the Hazard Mitigation Plan with the updated information. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

### **Mr. Waymond Mitchell**

He was not in attendance.

### Industrial Park

Manager Vannoorbeeck advised he and Mr. Frank Carlo had been working on something for the past few weeks. He said Mr. Carlo has a viable economic development prospect interested in using his building that's in the Industrial Park.

Manager Vannoorbeeck said the Town's Industrial Park lies within Southside Electric's territory. He said Mr. Carlo's building is served by Southside Electric with single phase, however, the Town of Blackstone has a three-phase commercial line that runs through the middle of the Industrial Park within feet of his property. He said the Town is entitled to serve their own facilities.

Manager Vannoorbeeck said in order for Mr. Carlo to comply with Southside Electric's Policy for three phase electric it is going to cost almost \$500,000.00.

Manager Vannoorbeeck said he had spoken with Mr. George Felts at Southside Electric. He said we let Southside Electric install a meter and the Town sell Southside Electric the power from our grid at wholesale cost and then make Mr. Carlo a customer and he pay a retail rate. Manager Vannoorbeeck said the response he got back from Southside Electric is we don't do that.

Manager Vannoorbeeck said there was no animosity on his part, we just want to see Mr. Carlo and any subsequent have three phase service.

***Councilman Green made a motion to authorize Manager Vannoorbeeck to work with Attorney Bacon to draft a Resolution of support for a reciprocal agreement to furnish three phase electric in the Town's Industrial Park. The motion was seconded by Councilwoman Thompson.***

Mayor Coleburn asked all in favor or opposed:

VOTE:

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

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

Deputy Chief Beares advised the Command Vehicle came in last month and has been going to calls.

Deputy Chief Beares said the Skid Unit was still sitting at the shop to be repaired so it can be sold.

Deputy Chief Beares said they met with a vendor last week at the Conference to review some of the new turn-out gear. He said they are still getting quotes.

Deputy Chief Beares advised the burn ban was in effect until April 30<sup>th</sup>.

Deputy Chief Beares advised they were waiting to hear back from the grant for the ladder truck. He said the hose testing would be March 23<sup>rd</sup>, this will weed out the remainder of hose left. He said the Tornado Drill will be tomorrow at 9:45 a.m.

Deputy Chief Beares advised there would be a luncheon on March 25<sup>th</sup>. He added at last week's Business Meeting they upped the roster from 50-60 members, we have had people on a waiting list for three years.

Councilman Moncure asked by adding ten more people what will this do to expenses. Deputy Chief Beares replied with turn-out gear they try to get 5-6 sets every year and for the past few years we have not been getting that many sets. He said the helmets are good for 10 years. He said they have a stock room that is full of gear that can outfit 15 more people. He said if we don't get new gear then it may be boots or helmets to make sure everything stays in date.

Councilman Green said sooner or later that pool of resources will diminish and if you are now replacing 3 sets a year, soon it will be four. He said he supported the increase in members but with the budget we need to be thinking about this.

Councilman Moncure asked if the Fire Department needed these 10 people or just proud to have them. Deputy Chief Beares replied they are needed, there are certain times it is hard to get people to answer calls.

Deputy Chief Beares said they would be having the Easter Egg Drop at the Fire Station on April 1<sup>st</sup>.

### **PAYMENT OF BILLS:**

Mayor Coleburn stated the bills that have already been paid are in the amount of \$824,494.06.

*Councilman Scott made a motion to approve the bills that have already been paid in the amount of \$824,494.06. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

Mayor Coleburn stated the bills not yet approved but to be paid are in the amount of \$248,348.64.

***Councilman Green made a motion to approve as presented the bills not yet approved but to be paid in the amount of \$248,348.64. The motion was seconded by Councilman Tucker.***

Councilman Scott asked about the Garage on Page 5, projector equipment. Finance Director Hardy replied it is coded three different ways.

Councilman Scott asked if this was replacing equipment. Transit Director Worrell replied it is adding it, there was no equipment previously. He believed the majority was reimbursable.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

### **COMMITTEE REPORTS:**

**Account & Finance – met on 3-12-18 – minutes in March’s Council Packet**

#### **VRA Spring Financing / East End Funding**

Manager Vannoorbeeck said this project is much larger than we originally expected and he talked to Mr. Roland Kooch with Davenport about this. He recommended working with Davenport, they have reduced their fees by \$5,000.00 to make this work. He said Mr. Kooch is agreeable to do a local issuance and bring back to Council or we can participate in the VRA Spring Financing or expand to a larger bank issuance. He said the total price for everything will be \$10,000.00.



***Councilman Moncure made a motion to accept Manager Vannoorbeeck's recommendation to proceed with Davenport in the amount of \$10,000.00 for the East End Funding. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

### **Credit Card Policy**

Chairman Green advised the Committee recommended Attorney Bacon work on a bad credit card policy.

***Councilman Green made a motion to work with Attorney Bacon on the Ordinance and to conduct a Public Hearing. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

### **Telephone Audit Update**

Chairman Green advised Troy and Banks found one discrepancy in the Town's telephone bills, which has been credited so in turn \$87.50 is due to Troy and Banks.

### **Council Pay Increase**

Chairman Green advised the Committee voted 2-1 authorizing a Public Hearing to increase the salaries of the Mayor and Council \$3,000.00 each beginning in the 18/19 term.

***Councilman Green made a motion to increase the salary of the Mayor and Council to \$3,000.00 each and conduct a Public Hearing. The motion was seconded by Councilman Moncure.***

Mrs. Cindy Taylor Longest said before going forward on this Council needs to think twice. She said you should not waste time or advertising dollars for a Public Hearing to raise pay for the Council members, especially when the people of this Town can't pay their light bills.

Mayor Coleburn asked where this request originated. Manager Vannoorbeeck replied he thought it started initially when Council started talking about insurance.

Councilman Nash said mimicking Mrs. Longest, with the comments on the electric bills being outrageous and for only \$1,500.00 more it is not worth the fiasco.

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

Mayor Coleburn clarified the motion carried 4-3.

Mayor Coleburn said he intended to Veto this.

#### **Christmas Decorations / Spotighting Schwartz Tavern**

Chairman Green said this was referred to DBi.

#### **Universal Electric Rate / Payment Plan / Energy Share Program / Procurement Bidding**

Chairman Green said these items were tabled due to the late hour.

#### **CONSENT AGENDA:**

1. Annual Tornado Drill – 3-20-18 @ 9:45 a.m.
2. 2018 Cruise-In Schedule
3. 2018 Easter Egg Hunt – Schwartz Tavern
4. Williams Reunion – Street Closure/Noise Ordinance
5. LOVEwork Signage – Town Square - DBi

***Councilman Nash made a motion to approve the Consent Agenda. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

**UNFINISHED BUSINESS:**

**1. Award Bid – Municipal Lawn Maintenance**

Manager Vannoorbeeck said we are trying something new to try to reduce costs, it will not be a reduction in force but may keep from replacing employees. He said the bids received were for the Armory, Carriage Museum and Schwartz Tavern grounds. He said three bids were received and the lowest responsive bidder was Clay's Landscaping with a price of \$7,495.00.

***Councilman Green made a motion to award the low bid of \$7,495.00 to Clay's Landscaping for the Armory, Carriage Museum and Schwartz Tavern grounds. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Abstain

**2. Award Bid – Landscaping Welcome Signs**

Manager Vannoorbeeck advised only one bid was received, which was from Clay's Garden Center in the amount of \$2,380.00.

***Councilman Green made a motion to award the bid to Clay's Garden Center in the amount of \$2,380.00 for the landscaping of the Welcome Signs. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Abstain

### 3. Rental Property Maintenance Update

Mayor Coleburn advised the Town's Rental Property Maintenance Ordinance dates back to 1998.

Manager Vannoorbeeck said they met recently and agreed the Town needed to adopt the updated Maintenance Code. He said they also need to find out if the County is going to charge for inspection services, if so that charge would be passed on to the property owner.

Mayor Coleburn asked if other towns have a rental property maintenance Ordinance. Manager Vannoorbeeck replied he was not aware.

### 4. Recycling Update

Manager Vannoorbeeck said if Council chooses to proceed with a recycling program you need to avoid labor and capital intensive. He said we need to find ways to make this feasible cost wise.

Manager Vannoorbeeck proposed not starting out big, we have a spare garbage truck, use that as the recycling collection, buy cans for residents that choose to participate and include a monthly fee. He said take the materials to Pickett or STEPS. He recommended comingling and have the recycling station sort through it.

Mr. Allen Queen advised on what Pickett does for recycling. Mayor Coleburn asked Mr. Queen if he would collaborate with Manager Vannoorbeeck.

Ms. Debra Coleburn asked if anyone had talked to the surrounding counties, because Dinwiddie has several areas for people to drop off recycling. Manager Vannoorbeeck replied he did not know what all other counties were doing but with the drop boxes it is built into the tax rate, we are proposing an individual user fee.

Mr. Marvin Farmer said the utility bills are already high, instead of a monthly charge, just charge for the cost of the can. Manager Vannoorbeeck replied that is an option.

5. Beautification Committee

Councilman Nash said he asked several and there were none willing.

Mayor Coleburn advised this would be a committee with no authority, just an additional set of eyes and ears.

Mayor Coleburn said he would produce more names at the next meeting.

**ON-GOING PROJECTS:**

1. Dilapidated Buildings

Manager Vannoorbeeck advised all the asbestos has been removed from 214 Maben Avenue, he was just waiting on the certification.

2. Meals Tax

Mayor Coleburn advised the Huddle House was now open under new ownership.

Councilman Green said he did not want anything derogatory towards the new Huddle House and asked that their name be removed from delinquent Meals Tax.

3. Street Improvement Projects

There was nothing to report.

4. Wigglesworth Sports Complex

Manager Vannoorbeeck advised this is Plan B. He said the Town of Crewe and Community Development Director Wilson have communicated with one another. He said this grant is for sidewalks and pedestrian activity.

Manager Vannoorbeeck said this is a two-year grant for \$60,000.00 total, \$30,000.00 a year.

Councilman Nash asked about the match. Community Development Director Wilson replied there is no match.

***Councilman Green made a motion to approve applying for the Healthy Communities Action Team Project funding. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

5. East End Neighborhood Project

Mayor Coleburn said he believed this was standard procedure when applying for grants.

***Councilman Scott made a motion authorizing Mayor Coleburn to execute the (1)Section 504 Grievance Procedure, (2)Residential Anti-Displacement & Relocation Assistance Plan, (3)Non-Discrimination Policy, (4)Fair Housing Certification, (5)General Assurances & Certification, (6)Drug-Free Workplace Assurances, (7)Applicant Disclosure Report and (8)Citizen Participation Assurances for the East End Neighborhood Project. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

6. Weatherization

Mayor Coleburn advised there is a home in Blackstone with dirt floors in some places.

Mayor Coleburn asked how this was discovered. Community Development Director Wilson replied because of work going on in that area, one of the applicants told them about the property so they visited the home.

Mayor Coleburn asked if this was a renter or owner occupied. Manager Vannoorbeeck replied owner occupied.

Manager Vannoorbeeck said the Town is proposing to use \$30,000.00 of our Weatherization Funds that is already set aside, he said we don't have \$60,000.00, only \$50,000.00. He said we want to ask the County to provide \$30,000.00 to match the Town's portion from their Program Income. He added Mr. Earl Howerton estimates a new house to be about \$60,000.00.

***Councilwoman Thompson made a motion that the Town commit \$30,000.00 of Weatherization Funds and ask the County to match \$30,000.00 for a much-needed new home on Stokes Street. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

Manager Vannoorbeeck advised there were some RFPs issued for Grant Management and Housing Rehabilitation. He said responses were received from Southside Outreach, Howerton Inspection Services and Hurt & Proffitt. He said the Committee reviewed these proposals and recommended awarding to Southside Outreach and Howerton Inspection Services.

***Councilman Scott made a motion to award the Grant Management to Southside Outreach and the Housing Rehabilitation be awarded to Howerton Inspection Services. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

7. Utility Upgrade Project

There was nothing to report.

**NEW BUSINESS:**

1. Hazard Mitigation Plan

This was voted on earlier in the meeting.

2. Downtown Historic Business District – Signage Appeal

Mayor Coleburn said this is an appeal from Mr. Tim Bauer against DBi's ruling on signage for Blackstone Tactical.

Manager Vannoorbeeck said the sign conforms to the Town's Ordinance but does not meet the standards of DBi's sizes.

Mr. Zachary Whitlow said Mr. Bauer's sign does not meet the guidelines for a flat wall sign, it cannot exceed 18' in height.

Councilman Nash asked if there are any other signs similar in the Historic Business District to what is being requested. Manager Vannoorbeeck replied Mr. Bauer has pointed out a dozen that have been approved but he believed most were prior to 2016.

Mr. Whitlow said they would be reexamining signage soon but for the time being they are enforcing what was adopted.

Councilman Green said this is a hot potato, we shoved this down DBi's throat to enforce, this is a clear violation and now we are talking about deviating.

***Councilman Green made a motion to table until DBi can meet with the business owner and then report to Council. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye



Mayor Coleburn asked to have this on the Agenda for next month.

Mr. Whitlow said he would follow up with Manager Vannoorbeeck and Clerk Daniel tomorrow. He added we love what he is doing but he can only go by what is in front of him.

### 3. VML Renewal

Mayor Coleburn pointed out the Town spends \$200,000.00 a year in insurance, this is not health insurance.

Councilman Nash asked about the reduction. Finance Director Hardy replied we saved on workers comp and this is based on payroll. She added we did get some savings throughout and she thoroughly looked over the property this year and there were some coverages that weren't needed.

Finance Director Hardy said this is in the budget broken out by departments.

### 4. Sewer Back-Up Repair

Manager Vannoorbeeck advised this property is 32 Pickett Court and owned by Sharon Properties. He said there was a sewer back-up in the alley of Pickett Court. He said Mr. Andre Hicks confirmed that in 2013 when the Town laid a new force main going to Forest Drive Pump Station their sewer line was cut and the repair had settled.

Manager Vannoorbeeck said the property owners did not ask for reimbursement, we approached them and the Town paying half was discussed.

Councilman Green asked if we could contact VML with this claim. Manager Vannoorbeeck replied we can but the deductible is \$500.00.

Councilman Green suggested applying for the entire \$1,525.00. He said if it is paid then have the homeowner pay the \$500.00 deductible.

Mayor Coleburn said might it be the responsibility is all the Town's. Manager Vannoorbeeck replied one could make that argument but they were only asking for half.

***Councilman Green made a motion to turn this claim into VML and either way the entire invoice be paid by the Town and the funds come from the Water/Sewer Fund. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

### **COMMITTEE REFERRALS:**

#### **1. LED Conversions**

Manager Vannoorbeeck advised there is a letter at Council's desk from McDonald's. He said Dominion Power is offering some cost share for LED Conversion. He said he spoke to Mr. Fred Davis with Southside Electric and they are not doing this.

Manager Vannoorbeeck said the owner of McDonald's has done a significant replacement of lighting and is inquiring as to whether the Town offers a reimbursement program for LED Conversions.

Mayor Coleburn referred LED Conversions to the Street and Light Committee.

#### **2. Past Due Collections**

Manager Vannoorbeeck advised since Mrs. Allison Payne has started working here she has been working on collections and since 1992 it is believed there is \$425,000.00 outstanding in utility bills.

Finance Director Hardy said they have been working with IRMS, which is a Virginia State Debt Set Off Agency for the Treasurer's office. She said any debt owed to the Town is input into IRMS and people's tax returns and lottery income is garnished. She said this process and training is free.

Finance Director Hardy explained people have 30 days to contest in writing then a hearing needs to be held, this responsibility is through the Town. She spoke with South Hill and they recommend using an unbiased individual, South Hill uses their Chamber President or someone from their Planning Council.

Mayor Coleburn referred the IRMS Hearing to the Health & Ordinance Committee.

### 3. Food Trucks

Councilman Nash said there has been some confusion with food trucks, he would like a certain individual to be able to attend a committee meeting to express their concerns.

Mayor Coleburn referred food trucks to the Health & Ordinance Committee.

### **MAYORS MINUTE:**

Mayor Coleburn advised there is a very important Closed Session tonight.

### **POLICE REPORT:**

Mayor Coleburn welcomed Police Officer, Taylor Ingram to his first Council Meeting.

### **CITIZENS COMMENTS:**

Mr. Michael Bagley asked about the installation of telephone equipment that was discussed previously. Manager Vannoorbeeck replied we are waiting on a new agreement, the one that was sent over included more sights than agreed upon. He added Verizon is in the area working with different tower companies too, which should be credited to Preston Scott.

Ms. Debra Coleburn asked if the Town has a plan for sidewalk improvements. Manager Vannoorbeeck replied we looked at High Street this past year, but because of finances, Council had an option, the area in front of Happy Café or the west side of High Street. He said Council at that time selected Main Street because of more traffic.

Ms. Coleburn asked if someone falls who is responsible. Manager Vannoorbeeck replied that would be up to the Town's insurance company.

Mayor Coleburn said his goal with the Beautification Committee would include things like sidewalks.

Mr. Marvin Farmer asked about sidewalks on South Main Street. Manager Vannoorbeeck replied the Town had made application for Smart Scale from Tenth to Fair Street but he was not confident that we would get 100% grant for this project.

Community Development Director Wilson advised tonight they did meet about new ownership and had five participants that are potentially looking forward to becoming new homeowners in Blackstone.

**CLOSED SESSION:**

Virginia Code Section 2.2-3711

- 1/ Personnel – Administration, Water Treatment Plant
- 5/ Prospective Business or Industry

***Councilman Green made a motion to go into Closed Session for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body and discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

***Councilman Scott 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 Nash.***

Mayor Coleburn asked for a Roll Call Vote:

VOTE:

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

***Councilman Green made a motion authorizing Mayor Coleburn to write a letter to the Nottoway County Board of Supervisors supporting the economic development prospect and would consider any actions to help facilitate the project. 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	-	Aye
Councilman Tucker	-	Aye
Councilman Nash	-	Aye

There being no further business to bring before Council, Mayor Coleburn declared the meeting adjourned at 9:40 p.m.

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

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

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