

The Pearisburg Town Council met in Regular Session on Tuesday, October 9, 2018 at 7:30 p.m. in the Pearisburg Town Council Chambers. Present for the meeting was Mayor Dickerson; Council Members Eaton, Clark, Journell, Ballard and Williams; Town Manager Meredith; Town Clerk Harless; Building Official Wilson; Police Chief Martin; and Lieutenant Gautier. Also, present were citizens Samantha McCroskey and Amelia Whittaker with the Virginian Leader.

Williams made a motion to approve the September 11, 2018 Regular Council Meeting minutes. Clark seconded the motion. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The motion carried by a vote of 6 to 0.

Chief Martin presented Lieutenant Gautier with an award from United States Secret Service. He stated that Lieutenant Gautier is assigned the complicated cases when they come to Pearisburg. Lieutenant Gautier thanked Chief Martin for the recognition on the case he worked. He stated that he couldn't take full credit. He stated that the MVP of the case was the witness who reported what was taking place.

Journell made a motion to approve the Parade Permit for the Macy PTO Color Run. Chief Martin has reviewed the application and has no concerns. Ballard seconded the motion. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The motion carried by a vote of 6 to 0.

Journell reported on the Public Safety Committee. She stated the countywide grant for air packs was denied. A new application is being prepared for submittal. She reported that Chief Stump informed the committee that volunteers are applying for grants to assist the department with turnout gear and SBCA's. Meredith stated that the grant applications are being reviewed by a consultant.

Ballard reported on the Property and Recreation Committee. Staff updated the committee on work that has been completed in preparation for the new renters that will be running a photography business at that location.

Eaton reported on the Finance Committee. Meredith updated the committee concerning a resident who had informed staff periodically for years that his bill was high and felt something was not quite right. Staff further investigated. They concluded Mr. Greever was living in town since annexation and being charged out of town water rate. Staff recommends Mr. Greever be reimbursed.

The Finance Committee recommends that Council approve a refund to Mr. Greever in the amount of \$2,817.49 to compensate him for overcharges on his water bill. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The recommendation carried by a vote of 6 to 0.

Williams reported on the Public Works Committee. Staff informed the committee of the water repairs being made in various areas of Town. Staff is continuously working on the development a map to show the location of all the fire hydrants in Town.

Clark updated Council on the Pearisburg Community Market. She stated that the German Band was scheduled for September, but the Thursday Market was cancelled due to inclement weather and an illness with a club member scheduled to provide the meal. Clark stated the Arts Council wanted to reschedule everything for October. She felt it might be best to end the market for this season due to the nights getting dark earlier and creating safety concerns. She also mentioned the attendance was low the last time. Journell felt we were in competition with athletic events when school starts. Clark stated that the Committee will meet and work on next year's market plans. Clark encourages Council to share their ideas.

Meredith updated Council on PSA. He met with Kevin Belcher to discuss the grant letter he submitted last month. It looks like a promising opportunity.

Meredith received three complete proposals for the Downtown Business Incentive Grant. They were New River Eyecare – Dr. Hansen with a new exterior design; Clarity Eye Care – on a new rear parking lot; and Holiday Motor Lodge upcoming renovations on exterior frontage improvements for lighting and signage updates. He stated that Council can award up to \$5,000 per project. We budgeted \$7500 this year. Ballard asked when the work was to be completed. Meredith stated by May next year and that the money is not disbursed until after the work is completed. Eaton asked if New River Eyecare would be completed in May. Meredith stated he had informed Hansen how the grant works. If the work is not completed by the deadline then town does not award it. Council discussed the applicants meeting the criteria and the true purpose for the grant is to aide in façade improvements to a permanent structure. Journell stated that she would be favorable to awarding up to \$3,000 to the applicants that meet the criteria. Meredith stated the applicants could be asked to provide figures to support the amount awarded for façade improvements. Meredith stated that Holiday Motor Lodge had estimated \$2925 on exterior frontage. He stated Council could match the \$2925 dollar for dollar.

Ballard made a motion that Council award a Business Incentive Grant to New River Eyecare not to exceed \$3,000 and earmarked for façade improvement. Journell seconded the motion. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The motion carried by a vote of 6 to 0.

Williams made a motion that Council award a Business Incentive Grant to Holiday Motor Lodge not to exceed \$3,000 for exterior frontage improvements. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The motion carried by a vote of 6 to 0.

Dickerson stated that Hartley has reviewed the Interim Financing Proposal with the National Bank. He stated that Council can approve the financing contingent upon attorney approval. Meredith stated that Bond Counsel would need to review Interim Financing. Council could approve financing contingent upon Bond Counsel and Town Attorney approval. This project is almost ready to be finalized and will move forward once we get Interim Financing and Rural Development approval.

Journell made a motion that Council approve Interim Financing Proposal with National Bank at an interest rate of 3.23% fixed for the UV/Sewer Project contingent upon Town Attorney, Bond Counsel and Rural Development approval. Williams seconded the motion. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The motion carried by a vote of 6 to 0.

Council had no objections on the proposed lease renewal for Virginia Department of Corrections use of the lower portion of the Timberlake Building.

Meredith briefed Council on the Letter of Agreement for Consulting Services with Dr. Stephanie Davis to administer a Pay Study for the Town. She will study our job descriptions and compare with other towns. She will use the data to develop a pay system, a plan to implement the plan and a plan to fund it. Meredith stated this type of study can cost up to \$30,000. He stated Dr. Davis had agreed to provide us the study at a cost of \$4,000. This will be a very inclusive study. Meredith stated that the Town has more and more employees topping out on the current pay scale. Meredith recommends Council move forward with the study that he feels will greatly benefit the town. He stated that Dr. Davis will provide a presentation of the final product. He stated that Hartley has reviewed the agreement and finds it acceptable.

Eaton made a motion that Council approved moving forward to enter into a Letter of Agreement with Dr. Stephanie Dean Davis for Consulting Services to provide a Pay Study for the Town at a cost of \$4,000. Ballard seconded the motion. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The motion carried by a vote of 6 to 0.

Meredith updated Council on the Mural Agreement with the Town and Kelli Jane Thomas on the Ingram Building. The lease was drafted by Hartley as a five years lease to renew annually unless terminated by either party. Currently Ms. Thomas is reviewing the agreement. The artist to paint the mural is available mid to late October. Hartley has approved the agreement contingent upon himself and the Town Manager completing the negotiations with Thomas. The agreement will travel with the property should it sell in the future.

Journell made a motion that Council approve a Lease Agreement between the Town and Kelli Jane Thomas for the mural to be painted on her building (Former Ingram Furniture Store) located on Main Street contingent upon Town Attorney and Town Manager completing negotiations. Eaton seconded the motion. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The motion carried by a vote of 6 to 0.

Meredith stated that staff received proposals for Term Engineering Services. Hurt and Proffitt scored the highest. Staff negotiated the consultant fee to 10%. The owner has unlimited right to the documents they create and can share them to anyone. Hartley has reviewed and approved of the Agreement for Term Engineering Services. Meredith stated that Hurt and Proffitt even does geotechnical work and reviews Erosion and Sediment Control Plans. Eaton asked if response time was discussed. Meredith stated there was a 30-day severability clause in the agreement and that the Town can put out an RFP if needed.

Ballard made a motion that Council approve of the Agreement for Term Engineering Services with Hurt and Proffitt. Williams seconded the motion. Voting yes: Mayor Dickerson; Council Members Eaton, Williams, Journell, Ballard and Clark. The motion carried by a vote of 6 to 0.

Council decided to hold a Retreat on November 3 from 9am to 1pm.

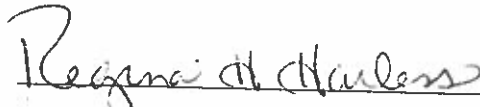
There being no further business the meeting was adjourned.

APPROVED:

ATTEST:



Robert L. Dickerson, Mayor



Regina H. Harless, Town Clerk