

City Council Meeting

MINUTES

Monday, August 28, 2017, 7:30 PM

Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153

1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 7:30 p.m., there being present the following members to wit: Byron Randolph Foley, Mayor, William D. Jones, Vice-Mayor, Council members: Jane W. Johnson, James A. Martin (absent), and James L. Chisom; along with James E. Taliaferro, II, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Melinda J. Payne, Director of Economic Development; Charles E. Van Allman, Jr.; Director of Community Development; Mike Stevens, Communications Director; and Stephen M. Yost, City Attorney.

Mayor Foley noted that the City has lost some significant citizens this past summer. In the past week, we lost Sam Carter who served on the Planning Commission. Most of the people who knew him are aware of what a great man he was. He was not only a great citizen of the community and was actually still serving on the Commission. He noted that he wanted to acknowledge our loss and thank him and his family for his service not only to the City but to the community at large. Vice Mayor Jones noted that the Mayor had summed it up very well. He noted that Sam loved people and people loved Sam, and if there was anything that Sam could give that was his heart, money and kindness. Ms. Johnson noted that she agreed with the Mayor and Vice Mayor. She also noted that he was a wonderful person and friend, and the loss has left a huge gaping hole in the community. She noted that prayers are with the family.

2. Pledge of Allegiance

3. Bid Openings, Awards, Recognitions

A. City of Salem Sheriff's Office

Receive presentation congratulating the Sheriff's Office on receiving state re-accreditation.

Mayor Foley noted Derrick Mayes, Program Manager for the Virginia Department of Criminal Justice Services, was present this evening.

Mr. Derrick Mayes, Virginia Department of Criminal Justice Services, appeared before the Council and stated he that it gives him great pleasure to be at the meeting. He discussed the accreditation process and noted that it is very important

in law enforcement. He commended the Salem Sheriff's office for successfully obtaining reaccreditation again. Also, in attendance were Chief Gary Roach with the Pulaski Police Department, who is the VLEPSC (Virginia Law Enforcement Professional Standards Commission) chairman, and Sheriff Steve Draper with the Martinsville Sheriff's office, who is the treasurer for VLEPSC.

Chief Roach noted that they bring greetings and congratulations from the Executive Board of the Virginia Law Enforcement Professional Standards Commission of the Virginia Department of Criminal Justice Services. They are here to recognize the Salem Sheriff's office for their commitment to law enforcement excellence as evidenced by their successful completion of the recertification process of the Virginia Law Enforcement Accreditation Program. He further discussed the process and the commitment it takes to obtain recertification. The Salem Sheriff's office has maintained that commitment as they are here to officially recognize them for successfully completing the reaccreditation process. Further, he discussed the advantages of obtaining reaccreditation.

Sheriff Steve Draper noted that Sheriff Atkins and members of the Salem Sheriff's office have successfully met all those standards again and they are very proud and congratulate all of them for this accomplishment. He then presented Sheriff Atkins with the reaccreditation award for the Salem Sheriff's Office. It was noted that it was the Sheriff's Office's fourth award for accreditation.

Sheriff Eric "Ric" Atkins appeared before the Council and thanked everyone for being a part of the presentation. He noted that it is a great feeling and stated that the accreditation/ reaccreditation process could not be done without the support of City Council, the City Manager, Assistant City Manager, City Staff, as well as the staff of the Sheriff's Office. He commended the Accreditation Team and gave credit to Major April Staton for her assistance on the latest accreditation. Major Staton came forward to be recognized.

City Council commended Sheriff Atkins and his staff for their hard work.

4. Consent Agenda

A. Minutes

Consider acceptance of minutes from the August 14, 2017, work session and regular meeting,

Approved

B. Financial Report

Consider the acceptance of the Statement of Revenues and Expenditures for the one month ending July 2017.

Received

5. Old Business

A. Vacation of Right of Way

Consider ordinance on second reading permanently vacating an approximate 0.07 acres of unopened right of way of West 2nd Street, situated west of Cypress Street, bounded on the south by Lot 1 Section 8 of Hockman Land Company Subdivision (Tax Map #144-8-5) and on the north by Lot 1 Section 7 of the Hockman Land Company Subdivision (Tax Map #144-8-3). (Approved on first reading at the August 14, 2017, meeting.)

Jane Johnson motioned to adopt the ordinance on second reading permanently vacating an approximate 0.07 acres of unopened right of way of West 2nd Street, situated west of Cypress Street, bounded on the south by Lot 1 Section 8 of Hockman Land Company Subdivision (Tax Map #144-8-5) and on the north by Lot 1 Section 7 of the Hockman Land Company Subdivision (Tax Map #144-8-3). James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

6. New Business

A. Special Exception Permit

Hold public hearing to consider the request of Mark W. Claytor, property owner, for the issuance of a Special Exception Permit to allow a Single Family Dwelling, Detached on the property located at 1403 S. Colorado Street, (Tax Map # 234-1-3). (Advertised in the August 10, and 17, 2017, issues of the Salem Times Register. Planning Commission continued to the September 13, 2017, meeting; see Page 1 Planning Commission minutes.) **STAFF REPORT**

Mr. Yost noted that the Planning Commission had continued this item to their September meeting, therefore, Council will need to continue this item to the second meeting in September, which would be September 25th.

William Jones motioned to continue the request of Mark W. Claytor, property owner, for the issuance of a Special Exception Permit to allow a Single Family Dwelling, Detached on the property located at 1403 S. Colorado Street, (Tax Map # 234-1-3) to the September 25, 2017, meeting. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

B. Salem School Board

Consider setting date for public hearing in accordance with Section 22.1-29.1 of the Code of Virginia, 1950 as amended, regarding the expiration of term for David Preston. (Suggest date of September 25, 2017)

Jane Johnson motioned to set a public hearing date of September 25, 2017, to received candiates for the expiration of term for David Preston on the Salem School Board. William Jones seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

C. School Cafeteria Fund

Consider request to amend School Cafeteria Fund budget as approved by the School Board on August 8, 2017. **Audit - Finance Committee**

Vice Mayor Jones noted that the Audit Finance Committee met and reviewed the request to amend the School Cafeteria Fund budget. The School Board at their meeting on August 8, 2017, amended the fund for fiscal year 2017. Budget amendments totaling \$187,000 were presented to increase the revenue and expenditure budgets in the fund. The cafeteria ended the year with higher revenues and expenditures than budgeted due to trends on sales and federal revenues thus resulting in a need to increase the budget. The Committee recommends appropriation changes of \$187,000 to the School Cafeteria Fund.

William Jones motioned to amend the School Cafeteria Fund budget as approved by the School Board on August 8, 2017. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

D. Carryover of Stomwater Management Funds

Consider request to reappropriate unspent stormwater management program funds. **Audit-Finance Committee**

Vice Mayor Jones noted the Audit Finance Committee also discussed this item earlier today. Stormwater management programs were implemented by local governments effective July 1, 2014, as required by the State to comply with the Clean Water Act of 1972. In September 2016, City Council adopted a policy to allow staff to administratively appropriate stormwater management funding not

expended at the end of each fiscal year if the carryover amount was less than \$25,000. As of June 30, 2017, funding of \$27,353 was unspent and needs to be reappropriated in fiscal year 2018, since the carryover amount is more than \$25,000. The Committee reviewed the request and recommends reappropriating the \$27,353 to the stormwater management programs expenditure account.

William Jones motioned to reappropriate the unspent stormwater management program funds to the 2018 fiscal year budget. Jane Johnson seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

E. Funding for Roanoke River Greenway Project

Consider request to appropriate funding for the Cook Drive section of the Roanoke River Greenway. **Audit-Finance Committee**

Vice Mayor Jones noted the Cook Drive portion of the Roanoke River Greenway consists of a walking trail beginning at City property near the railroad on Cook Drive and ending at the Salem City limits. In March 2017, the General Fund budget was amended to provide an additional \$150,000 for this project, and the FY2018 General Fund budget includes an additional \$150,000 for this project. Providing local funding for this section of the greenway reduces the cost of the project and allows the City to more efficiently utilize state funding for other portions of the greenway and the Apperson Bridge project. The Committee reviewed the request and recommends reappropriating local funding to cover costs for this section of the greenway. He stated he would like to applaud Chuck VanAllman for the cost savings on this project, which adds to increasing the expediency of repairing bridges on Apperson Drive and also the intersection.

Mayor Foley noted it might be helpful for those in attendance if Mr. Taliaferro or Mr. VanAllman could explain this request. Mr. VanAllman noted that basically the Cook Drive greenway is approximately one-half mile of greenway that extends from the Roanoke City border to almost Apperson Drive. This was previously a state and federal project coordinated with the Virginia Department of Transportation. It was better for the City financially to make it a local project and then pursue other grant funding for some of our bridges. Staff was able to get a lot more federal funds for other projects by making this project local and doing the work with City forces. Also, it eliminates some of the requirements we would have to do under federal guidelines versus doing it locally.

William Jones motioned to appropriate funding for the Cook Drive section of the Roanoke River Greenway. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

F. VML Insurance Programs Grant

Consider request to accept and appropriate the VML Insurance Programs grant.
Audit-Finance Committee

Vice Mayor Jones noted the VML Insurance Programs provide risk management grants to localities each year to help support risk management activities. The City of Salem Police Department was awarded a grant of \$3,367. The grant does not require a match and will allow us to purchase needed items that are not included in the current budget. The Committee reviewed the request and recommends accepting the grant and appropriating the funds to the Police state grants account.

William Jones motioned to accept and appropriate the VML Insurance Programs grant. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

G. Rescue Squad Assistance Fund Grant

Consider request to accept and appropriate Rescue Squad Assistance Fund (RSAF) grant. **Audit - Finance Committee**

Vice Mayor Jones noted the City has been awarded \$4,080 in RSAF grant funds from the Virginia Office of Emergency Medical Services. The grant will be used to provide training needed to a current Fire Department employee. No local match is required. The Committee reviewed the request and recommends appropriating the funds to the state grant expenditure account.

William Jones motioned to accept and appropriate Rescue Squad Assistance Fund (RSAF) grant. Jane Johnson seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

H. Angelle's Diner

Consider setting the bond for erosion and sediment control for Angelle's Diner.
Audit - Finance Committee

Vice Mayor Jones noted the Audit Finance Committee reviewed the estimate for physical improvements and erosion and sediment control for Angelle's Diner. The

Committee concurs with the Community Development Department's recommendation that bond be set in the amount of \$10,527.00 and a time frame for completion set at twelve (12) months. He noted that this is the old Omelet Shoppe on Wildwood Road.

William Jones motioned to approve the bond for erosion and sediment control for Angelle's Diner. Jane Johnson seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

I. El Rodeo - Salem

Consider setting the bond for physical improvements and erosion and sediment control for El Rodeo - Salem. **Audit - Finance Committee**

Vice Mayor Jones stated the Audit Finance Committee reviewed the estimate for physical improvements and erosion and sediment control and physical improvements for El Rodeo - Salem. The Committee concurs with the Community Development Department's recommendation that bond be set in the amount of \$54,236.00 and a time frame for completion set at twelve (12) months.

William Jones motioned to approve the bond for physical improvements and erosion and sediment control for El Rodeo - Salem. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

J. Appropriation of Funds

Request to re-appropriate the Governor's Agriculture & Forestry Industries Development Grant (AFID). **Audit - Finance Committee**

Vice Mayor Jones stated the City has been awarded a grant of \$150,000 from the Virginia Department of Agriculture and Consumer Services for the expansion and operation of Parkway Brewing Company, LLC. The appropriation of funds was approved by City Council on June 26, 2017, however, grant funds were not received until FY2018, therefore an adjustment to the budget is needed. The Committee reviewed the request and recommends approval to accept and reappropriate the Governor's Agriculture & Forestry Industries Development Fund Grant.

William Jones motioned to re-appropriate the Governor's Agriculture & Forestry Industries Development Grant (AFID). James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones

Absent: Martin

7. Closed Session

8. Adjournment

The meeting was adjourned at 7:59 p.m.

Audit - Finance Committee Meeting, 8:00 a.m., City Manager's Conference Room

Work Session Meeting, 6:30 p.m., Council Chambers Conference Room