Council Work Session / Retreat
March 14, 2016

PRESENT
Wayne Printz, Mayor
Jay Dean, Vice Mayor
Margaretta Isom, Council Member
Harry Armbruster, Council Member
Jeffrey Jones, Council Member (3:36)
Joshua Gooden, Council Member
Gerry Comer, Council Member

PRESENT
Troy Shifflett, Public Works Director
Denise Monger, Clerk of Council

COUNCIL WORK SESSION / RETREAT

Herb White of WW Associates was in attendance and spoke regarding the following:

- Recent bid the Town placed for the clarifier project and various other matters. He noted there were three (3) bidders; two of which were out-of-state.
- Mid-Eastern Builders was the lowest builder.
- Bond issued for $3.1 million / approved by DEQ at $2.7 million / if all contingency items were done the Town would need $3.4 million.
- Could reduce the amount by $125,000 if certain items were removed such as the SCADA system, digesters and UV disinfection / concrete box to be built to prevent flooding.
- Another UV channel could be installed instead of extra lights.
- Notice to Proceed date to be established once the Town closed on the loan.
- Monthly pay requests would be submitted to engineers for approval to be paid by the Town.
- Discussion if the Town should re-bid the project to try and attract more bids for lower amounts / Mr. White did not think it would benefit the Town / bids could possibly increase.
- Bid good for 90 days.
- Funding agent would allow the Town to increase the amount.
- $3.5 million.
- Loan is not at 0% interest.
- Town to move forward and have all work done / increase bond amount / another publication ad needed / additional public hearing to be held.
- Last phase estimate to be discussed at a later date.
- No rate increase depends on terms and conditions.
- Funding people stated the Town's rates were too low on water / okay on sewer.

Troy Shifflett, Public Works Director spoke regarding the following:

- Bulk clean-ups / cost from last year approximately $3,000.
- Town having issues with residents from other towns and counties hauling trash in for the clean-ups at the Town's expense.
- Rockingham County has free trash days available for County residents.
- Concern that many seniors unable to make trips to the dump or have adequate transportation to haul items.
- Town charges $30 fee for bulk pick-ups / some restrictions apply.
- Discussion for Spring clean-up to be free but charge for the Fall clean-up.
- Town cannot pick up leaves or brush.
- Council decided to charge $30 for both Spring and Fall Clean-ups.
- Put County free days on utility bills.
- Purchase iPad for Troy / needs to complete forms for Health Department.
- Council member Comer to inquire about iPads for Council members and report back.

- Bartlett tree experts contract (Agenda) / no work at EACC.
- Engineering for water and sewer lines for Henry Lam – Countryside Market.
- Newtown Road sewer line to be re-engineered / need additional easements / Pham Chopra to provide the Town with a 25' easement to the Town.
- Mt. Pleasant Road has to be engineered.
- 15' sewer 5' erosion control.
- Need easement agreements in writing.
- Water and sewer have to be 10 ft. apart.
- Pumping station behind Countryside.
- Survey homeowners at Countryside Market to see if they would connect before moving forward on the project.
- Mandatory connections for water and sewer by ordinance / Town Attorney to review.
- Discount for connections a possibility.
- Purchase $15,000 portable generator (Agenda).
- Generator received from the Army would cost at least $10,000 for an electrical conversion in order to use it / won't be automatic start.
- $4,000 - $5,000 needed in order to install different power converters on the other two generators.
- Generators possibly to be put into auction.
- Purchase ditch witch for $40,000 (Agenda) / will check to see if Merck would give us one.
- Purchase outdoor theater (Agenda) / costs presented to Council regarding movie costs and additional expenses.

5:05 break
5:45 resume
Clerk of Council was dismissed from the meeting

Closed Session

Vice Mayor Dean moved to go into closed session under Virginia Code 2.2-3711-A.1 for personnel regarding performance and salaries and under Virginia Code 2.2-3711-A.7 for legal matters and advise. Council member Armbruster duly seconded the motion.

YEAS: M. Isom, H. Armbruster, J. Jones, J. Dean, J. Gooden and G. Comer

NAYS: None

VOTE: (6 – 0 roll call) Motion carried

Open Session

Council member Dean moved to go from closed session back into regular session and that each member, to the best of his or her knowledge, certified that only public business matters lawfully exempted from an open meeting requirement under Chapter 21 of Title 2.2 of the Code of Virginia were heard, discussed, or considered. Council member Isom duly seconded the motion.

YEAS: M. Isom, H. Armbruster, J. Jones, J. Dean, J. Gooden and G. Comer

NAYS: None

VOTE: (6 – 0 roll call) Motion carried

- Electric rates discussed / Town did not read meters due to inclement weather / many bills were elevated due to the Town averaging electric bills from the past seven months and sending out customer's electric bill based on that average.

- Council discussed allowing electric customers an extension of two months to pay their electric bills.
- Cannot set-up a levelization plan for electric customers.
- Most citizens were unaware that their electric meters had not been read.
- Notices should be sent out to customers about their electric bills.
- Incident at the Cemetery / four tombstones were destroyed / Town not involved.
- Cemetery Bylaws / perpetual care money to be discussed further / maintenance fee could be charged for upkeep of the Cemetery.
- Pg.4 of the Cemetery Bylaws / problem with allocation of funds by the commission.
- Budget schedule discussed.
- Stephanie Signorino's basement flooded due to sewer back-up / cleaned up everything themselves / submitted bill to the Town for cost of clean-up / claim turned in to insurance company / it not paid, recommend Town pay for it / cost over $500.
- Water and sewer availability letter to Bill Neff.
- Pump.
- Engineering cost estimate for river erosion project.
- $100,000 grant from Division of Game and Inland Fisheries.
- Adopt resolution that flags purchased by public bodies be made in the US.
- Season workers.
- Connect water and sewer at church.
- EACC Director to work at least one evening a week.
- EACC Saturday evening hours unsuccessful.
- Parking issues at EACC / additional parking to be provided soon.

As there was no additional business, the meeting was adjourned.

Mayor:_____
Wayne E. Printz

Recorder: Denise R. Monger
Denise R. Monger, Clerk