

**FLOYD TOWN COUNCIL MEETING  
W. SKIP BISHOP JR., TOWN HALL  
May 5, 2016  
6:30 P.M.  
MINUTES**

**MEETING CALL TO ORDER** – Mayor Griffin called the May 5, 2016 meeting of the Floyd Town Council to order.

**ROLL CALL** – Vice-Mayor Turner, Councilman LeMay, Mayor Griffin, Town Manager Cox, and Town Clerk Mandzak were present. Councilman Patton arrived late. Councilwoman Bingham and Town Attorney Shortt were absent.

**PLANNING COMMISSION MEETING CALL TO ORDER**-Chairman Maslaney called the May 5, 2016 meeting of the Floyd Town Planning Commission to order.

**ROLL CALL**-Commissioner Parrish, Commissioner LeMay, Commissioner Bond, Commissioner Faulkner, Chairman Maslaney, Town Manger Cox, and Town Clerk Mandzak were present. Commissioner Morris arrived late. Vice-Chairman Bingham was absent.

Town Manager Cox reads the Joint Public Hearing notice for the request by Floyd Community Market agent for The Village Square LLC for a Conditional Use Permit (CUP) for signage.

**Notice of Joint Public Hearing of  
The Floyd Town Council and  
The Town of Floyd Planning Commission**

The Floyd Town Council will hold a joint public hearing with The Town of Floyd Planning Commission on Thursday, May 5, 2016 at 6:30 p.m. in the W. Skip Bishop Jr., Town Hall located at 134 Wilson Street, Floyd, VA 24091.

The public hearing is for public comment on the question of the request by Floyd Community Market agent for the Village Square LLC located at 201 South Locust Street, Floyd, VA 24091, plat #55-A2-1-M-8 for a Conditional Use Permit (CUP) for signage.

This CUP request is pursuant to 18.802.03-13 of the Town of Floyd Land Use Regulations and 15.2-2204 of the Code of Virginia.

A copy of this proposal is available for public inspection at the Floyd Town Office, 138 Wilson Street, Floyd, VA. All parties in interest and citizens may appear on the above date and be heard on this request.

Kayla Cox  
Zoning Administrator  
Town of Floyd

Michael Maslaney  
Chairman, Town of Floyd  
Planning Commission

**Commissioner Morris enters.**

Town Manager Cox reads the proposed Resolution from the Town of Floyd Planning Commission.

WHEREAS the Town of Floyd Planning Commission, acting upon request by the Floyd Town Council to study a request made by Floyd Community Market (agent) for The Village Square LLC (owner) for a Conditional Use Permit for signage at 201 South Locust Street, Floyd, VA 24091, (tax parcel 55-A2-1-M-8) in the B-1 General Business District, has found following a duly advertised Public Hearing with Council that the public necessity, convenience, general welfare and good zoning practices recommends the issuance of a Conditional Use Permit (CUP) to Floyd Community Market for The Village Square LLC, for signage at 201 South Locust Street (tax parcel 55-A2-1-M-8) in the B-1 General Business District.

THEREFORE be it resolved that the Town of Floyd Planning Commission recommends that the Floyd Town Council approve the Conditional Use Permit as requested with the following conditions:

1. Bottom of each banner cannot be lower than the bottom of the I-beams.
2. Banners cannot be visible from the sidewalk or street.
3. Gable end near street shall be blocked to ensure condition #2.

**CITIZENS COMMENTS-None.**

Commissioner Morris makes a motion, seconded by Commissioner Parrish, and unanimously carried, to adjourn until Wednesday, May 25, 2016 at 6:30 pm at the Floyd Town Hall.

Council discusses the proposed recommendations from the Planning Commission in regards to the Conditional Use Permit request.

Councilman LeMay makes a motion, seconded by Vice-Mayor Turner, to approve the Conditional use Permit for the Floyd Community Market signage with the conditions as recommended by the Town of Floyd Planning Commission.

Councilman Patton-absent  
 Vice-Mayor Turner-aye  
 Councilman LeMay-aye  
 Councilwoman Bingham-absent  
 Mayor Griffin-aye

**CONSENT CALENDAR-**

- A. **April 7<sup>th</sup> and April 20<sup>th</sup> minutes**-Vice-Mayor Turner makes a motion, seconded by Councilman LeMay, to table the April 7<sup>th</sup> and April 20<sup>th</sup> minutes until the next meeting.

Councilman Patton-absent  
 Vice-Mayor Turner-aye  
 Councilman LeMay-aye  
 Councilwoman Bingham-absent  
 Mayor Griffin-aye

## PRESENTATIONS

- A. **New River Community Action-Ms. Terri Smusz.** Ms. Smusz thanks the Council for their past support to New River Community Action and reads a letter that she has prepared (please see attached) in regards to the funding request from New River Community Action for the Floyd County Emergency Assistance Program. Mayor Griffin thanks Ms. Smusz for her presentation.
- B. **Proclamation of Honor-Floyd Baptist Preschool.** Mayor Griffin states this is the second recognition that they have done as a Town to recognize entities or people who they feel have made a very large contribution to the Town. Mayor Griffin states that the Council thanks the Floyd Baptist Preschool for their many years of service to the community and reads the prepared Proclamation of Honor for Floyd Baptist Preschool (please see attached). Mayor Griffin presents the Floyd Baptist Preschool staff members with framed pictures of the Town.

## ITEMS FOR DISCUSSION

- A. **Recommendations to Zoning Board of Appeals-**Town Manager Cox states that three members of the Zoning Board of Appeals were scheduled for their terms to end and that she spoke with all three of those members, which included Mike Maslaney, Skip Bishop, and Rick Lewis, and that they were all willing to continue to be on the Zoning Board of Appeals.

### Councilman Patton enters.

Vice-Mayor Turner makes a motion, seconded by Councilman LeMay, to recommend to the Circuit Court Judge to reappoint Mike Maslaney, Skip Bishop, and Rick Lewis to the Zoning Board of Appeals.

Councilman Patton-aye  
Vice-Mayor Turner-aye  
Councilman LeMay-aye  
Councilwoman Bingham-absent  
Mayor Griffin-aye

- B. **Tour de Floyd-**Town Manager Cox states that the Tour de Floyd is coming up on May 21<sup>st</sup>. Town Manager Cox states that she spoke with Paul Lacoste, organizer of the event, if there were any costs that he bears himself that the Town could help with as a part of the Town's sponsorship. Mr. Lacoste informed Town Manager Cox that he pays for the Tour de Floyd website himself and that it has a cost of \$18.00. Town Manager Cox asks the Council if the Town would be willing to cover the cost as part of the sponsorship for the Tour de Floyd. Councilman Patton makes a motion, seconded by Councilman LeMay, to allocate \$18 a year to pay for the Tour de Floyd website.

Councilman Patton-aye  
Vice-Mayor Turner-aye  
Councilman LeMay-aye  
Councilwoman Bingham-absent  
Mayor Griffin-aye

- C. **FY 2017 Budget-**This subject was tabled until the May 19<sup>th</sup> meeting.

## TOWN MANAGER'S REPORT

Town Manager Cox presents Council with a handout and newsletter from the Historical Society for their review.

Town Manager Cox states that she spoke with Draper Aden and that the final plans for the sidewalk project have gone to VDOT for final approval. Town Manager Cox states she received a scope change for additional funding in the amount of \$9,000 due to the sidewalk ramps put in by VDOT, the properties adjoining the ramps had to be reincorporated into the project. Town Manager Cox also states that there was an erosion issue at Sam Moore's property that had to be addressed and some areas had to be resurveyed. Town Manager Cox states that this addition would make the contract total at \$199,700 with the total project costing \$666,032. Town Manager Cox states that according to the Grant funding that the Town has received the Town has \$900,000 total to spend on the project including grant and local match. Town Manager Cox states that the \$199,700 that is to be paid to Draper Aden is all reimbursable fees. Councilman LeMay asks when the project will begin; Town Manager Cox states that after they receive VDOT approval there will be a recertification project where VDOT will have to review all 26 easements for the project and once the easements have been certified the Town will get authorization to advertise and then the Town will receive bids for the construction. Mayor Griffin states that best case scenario the project will begin late Summer.

Councilman Patton makes a motion, seconded by Councilman LeMay to approve the scope change from Draper Aden in the amount of \$9,000.

Councilman Patton-aye  
Vice-Mayor Turner-aye  
Councilman LeMay-aye  
Councilwoman Bingham-absent  
Mayor Griffin-aye

Town Manager Cox informs Council that S & S Paving Co., will be resurfacing, repairing, and restriping the Town parking lot on May 16<sup>th</sup> and May 17<sup>th</sup>.

Town Manager Cox states that she spoke with Terri Morris in regard to the solid waste management plan that the Town is a part of and that it is time to renew the plan. Town Manager Cox states that the New River Valley Regional Commission has been working with the County to revise the plan and that in the past there has been a public meeting with the County in regard to this plan. Town Manager Cox states that the Council could either hold a joint public hearing with the County or they could hold separate public hearing. Mayor Griffin states that they should make it a part of one of the regular Council meetings. Town Manager Cox states that the changes to the plan would be mostly statistical.

Town Manager Cox states that the first park committee meeting with the New River Valley Regional Commission will be held on May 23<sup>rd</sup>.

Town Manager Cox reminds Council that she included the budget changes in their packets for their review and asks Council to let her know if there is any additional information or figures that they might need.

**OTHER**

Vice-Mayor Turner informs Council that during a Tourism meeting they discussed building a kiosk at the Recreation Park to help people find local restaurants and businesses. Vice-Mayor Turner asks Council to think about donating a kiosk to the Recreation Park and that it would benefit the Town and the County.

Vice-Mayor Turner states that he is very pleased with the work that is being done by the Public Works Department and that he spoke with Greg Peters and the addition of the third employee has helped the crew be able to work on multiple projects and still be able to take care of the day to day responsibilities. Vice-Mayor Turner thanks the staff and the public works crew for all that they do. Mayor Griffin states that he also spoke with Greg Peters and that Mr. Peters is doing a great job and that he wants to start being able to do projects that the Town is paying other people to do. Mayor Griffin states that Mr. Peters told him that having the third person allowing the crew to get much more done. Councilman LeMay states that the painting that they have done looks great.

Councilman Patton states that he thinks that the kiosk project for the Recreation Park is a great idea and that he thinks that the unit needs to be mobile and be able to be changed. Councilman Patton suggests that the Council assign this project to Town Manager Cox to assist on or head up whichever the case may be. Councilman Patton states that he is hesitant to put a dollar amount on the project that he trusts Town Manager Cox to spend what is necessary.

Councilman Patton makes a motion, seconded by Vice-Mayor Turner, to have Town Manager Cox work on the project of putting a kiosk put in at the Recreation Park.

Councilman Patton-aye  
Vice-Mayor Turner-aye  
Councilman LeMay-aye  
Councilwoman Bingham-absent  
Mayor Griffin-aye

Vice-Mayor Turner tells Town Manager Cox to speak with Dustin Hollandsworth concerning this project.

Mayor Griffin states he spoke with David Burris and that Mr. Burris accepted the offer for the purchase of the property in Town and that they will begin to work with Mr. Shortt's office on the closing.

Councilman LeMay makes a motion, seconded by Vice-Mayor Turner, and unanimously carried, to recess until May 19, 2016 at 6:30 pm at the Floyd Town Hall.

---

**William R. Griffin, Mayor**

---

**Chrissy Mandzak, Clerk**