

**FLOYD TOWN COUNCIL MEETING
W. SKIP BISHOP JR., TOWN HALL**

April 18, 2019

6:30 P.M.

MINUTES

MEETING CALL TO ORDER – Mayor Griffin called the April 18, 2019 meeting of the Floyd Town Council to order.

ROLL CALL – Vice Mayor Patton, Councilman Turner, Councilman LeMay, Councilman Bond, Mayor Griffin, Town Attorney Shortt, Town Manager Cox and Town Clerk Holfield were present.

PLEDGE OF ALLEGIANCE-

Vice Mayor Patton led those present in the Pledge of Allegiance.

CITIZENS COMMENTS-

Mr. David Whitaker stated that he has noticed a sign ordinance violation. There are several flags that hang over the sidewalk and people are having to walk around them to avoid hitting them. Is that something Town Council needs to hear about, or I would be glad to talk to Kayla. He continued by noting that he had reviewed the financial report provided to the Town by Sustain Floyd. He stated that it is not Town Councils job to bail out the Farmer's Market. He suggested that Sustain Floyd charge more fees of the vendors by increasing the booth fee from \$5 per week to \$15 per week or charge vendors a percentage of their sales. Sustain Floyd needs to stand behind their own motto and become self-sustainable themselves.

PRESENTATION-

A. Sustain Floyd—Mr. Woody Crenshaw

Mr. Woody Crenshaw provided members with a copy of Sustain Floyd's financial report for 2018 which included the annual report for the Farmer's Market. He stated that he did not get a chance to hear all of Mr. Whitaker's comments, but he noted that the motto of Sustain Floyd is to help sustain the community and be a benefit to the farmers to balance the needs of the customers with vendors. The Farmer's Market has become a very balanced program.

Most Farmer's Markets in the New River Valley and the surrounding areas are operating with the public support of the towns by providing space or by supplementing of the salary of the Farmer's Market Manager. In Floyd, the market space is privately owned and operated by Sustain Floyd, a non-profit. The Town has been very generous with funding for the market, for that Sustain Floyd has been grateful. The funding helps Sustain Floyd with the operations of the market. Funding for the market also comes for private donors. Last year, \$8,000 in private funds were received.

Vice Mayor Patton asked if the budget Town Council received was for the current year or the projected numbers for 2019, also where are the private donation listed. Mr. Crenshaw stated that the budget is the projected numbers for 2019 and the \$8,800 short fall will be raised by donations and other projects and programs. Sustain Floyd also raises about \$5,500 in banners sales that hang at the market. Each business pays an annual fee of \$250 for a banner. The Farmer's Market also participates in the Local Environmental Agriculture Project (LEAP), which is a non-profit based in Roanoke that helps connect community producers to local consumers. It was noted that the Town is the only government agency at this point that contributes. However, the market does have a Supplemental Nutrition Assistance Program (SNAP) volunteer at each market for low-income individual that qualify for the program.

Vice Mayor Patton refereed to Mr. Whitaker's comment about increasing booth fees to supplement the short fall of the markets. Is that something Sustain Floyd has considered? Mr. Crenshaw noted that the market fees are set fairly for our area but maybe a little on the lower end for the region. Members of Sustain Floyd are trying to what is fair for all and increasing fees would be a disadvantage to those the market serves. The market has around 15 permanent spots and each vendor pays a booth fee plus 3% of their gross sales. There are several seasonal vendors and the market manager, Ms. Melissa Branks, works hard to make sure no businesses are in direct competition with other business before they are given a vendor spot.

Mr. Crenshaw stated the Farmer's Market participation has stayed steady and equitable and the vendors fill the whole Farmer's Market area. On busy weekends, the market has room to expand into the grassy area between the Village Green and the market space. Local businesses around the market space and within the Station have altered their hours on Saturday's and have seen an increase in sales as well. During the fall and winter months, the market was able to use space at Floyd Center for the Arts on Saturday mornings and Mr. Crenshaw is working on ways to weather proof the market pavilion space so the market could continue to be held in the same location during these months. Mr. Crenshaw was met with Blue Mountain Yurts and an estimate of around \$9,000 would be needed to build an interior yurt within the pavilion location. This would be a long-term goal for the market and would not happen this year.

Council thanked Mr. Crenshaw for taking time to come and speak with them.

ITEMS FOR DISCUSSION-

A. GBS & CIDP Awareness Month Proclamation

Council members reviewed the GBS & CIDP Awareness Month Proclamation.

Vice Mayor Patton makes a motion, seconded by Councilman LeMay, to adopt the proclamation as presented and proclaim the month of May 2019 as GBS & CIDP Awareness Month.

Vice Mayor Patton-aye
Councilman Turner-aye
Councilman LeMay-aye
Councilman Bond-aye
Mayor Griffin-aye

B. Financials

Council members took a moment to review the month financials and the delinquent business license list provided by Town Manager Cox.

Vice Mayor Patton asked for an update on the sidewalk project. Town Manager Cox stated that we are still waiting on approval from the Richmond VDOT office. The regional office would then revise Appendix A and the Town would receive authorization to award and execute the contract. There is no estimated time on when this will be complete, but Town Manager Cox continues to follow up with Mr. Jay Guy, the Local VDOT Representative, every couple of days.

Vice Mayor Patton asked that Mayor Griffin contact the local delegate for our area to discuss the delay on the sidewalk project. Mayor Griffin stated that he has plans to have lunch with the delegate next week.

Mayor Griffin noted that the Town has seen great success with the Loan Pool program. When the program first began the Town Council was told to expect at 50% default rate. At this point the Town has only seen a 3% default rate. The program is a true success story.

TOWN MANAGER'S REPORT-

Town Manager Cox shared that the Town, County and Tourism office will be holding a Business Appreciation Lunch for all businesses in Floyd on May 3rd from noon to 1:30pm at Hotel Floyd. Mayor Griffin suggest that Town Council members plan to attend. Town Manager Cox will RSVP for Mayor Griffin, Vice Mayor Patton, Councilman Bond and Councilman LeMay.

Town Manager Cox gave a brief update on the Leadership Floyd. The program plans to launch in August. The Leadership Floyd committee is working on revisions to the budget.

Town Manager Cox received a change order from the New River Valley Regional Commission on the zoning ordinance revisions. The NRV Regional Commission is requesting an additional \$7,500 to complete the revisions. It was noted the Ms. Aphi Fancon with the Regional Commission has contributed a boundless amount time and detail for these revisions that the Town staff does not have the capacity to do. Ms. Fancon is a needed resource to help with these revisions. Councilman Bond will speak with the Planning Commission about the change order at their next meeting on April 24th and report back at the May Town Council meeting.

Town Manager Cox noted that the Girl Scouts plan help with landscaping in the park as part of their community service badge on Tuesday, April 23 from 4pm to 6pm. They would also like to present members of Council with a check for the ADA swings. Vice Mayor Patton and Councilman LeMay plan to attend to accept the check.

Town Manager Cox stated that Mr. Mike Maslaney has suggested a new location in the park for the Storybook Trail because he has not been about to get approval from the Friends of Library Organization. Mr. Maslaney suggested that the new trail location run from the playground in the park to the existing library trail. Councilman LeMay recommended the trail be discussed at the Park Committee meeting in May.

Mayor Griffin asked if there was an update on the pedestrian project at the stoplight. Town Manager Cox will contact Mr. Paul Brown and invite him to an upcoming Town Council meeting for an update on the project. If there are any additional projects that Council members would like updates on, please email them to Town Manager Cox so she can relay them to Mr. Brown.

Town Manager Cox noted that Ms. Pat Sharkey, the Tourism Director, has asked Town Council to partner on an ad featuring Floyd. The parcel cost of the ad would be \$1495 and additional space in the ad would be sold to local businesses. The magazine will also feature an editorial piece on the Floyd County.

Councilman Turner makes a motion, seconded by Councilman LeMay, to approve contributing \$1495 for the ad featuring Floyd.

Vice Mayor Patton-aye
Councilman Turner-aye
Councilman LeMay-aye
Councilman Bond-aye
Mayor Griffin-aye

OTHER BUSINESS-

Councilman LeMay addressed Mr. Whitaker's concerns from Public Comment period. He stated that questions on signage, leash law, etc. can be answered by Town Manager Cox or Clerk Holfield in the office. The Town office is open daily, and they are willing to help. Mr. Whitaker stated that he is advocating for other likeminded people in Town.

Mayor Griffin asked if Town Manager Cox and Clerk Holfield have not been willing to help when Mr. Whitaker has addressed questions in the office. Mr. Whitaker stated that no, the staff has been helpful when he has questions. Vice Mayor Patton asked Mr. Whitaker if had invited these other people to come to the Council meetings. Mr. Whitaker said he had invited them to come.

Councilman Turner stated that there had been several water breaks in the Town and the PSA has increased rates. The PSA has begun to create a 4 to 5-year plan to replace and update old pipes. These repairs are estimated to cost around \$400,000 to \$500,000. It was suggested that the Town Public Works Staff can keep an eye out for water breaks as they are traveling their daily collection routes. Town Manager Cox asked how the guys will know what a leak is or if it just standing water from rain. It was noted that the water on Wilson Street was questioned several times before the PSA realize there was a leak. Council discussed the businesses outside the Town limits that utilize public water. There is a large amount of revenue generated from those businesses.

ITEMS FOR DISCUSSION-

C. FY2019-2020 Budget

Town Manager Cox walked Town Council members through the draft budget documents. It was consensus of Council members to reallocate the \$15,000 budgeted for maintenance grounds improvements in FY19 to purchase benches for the park and along the trail, cameras at the public restrooms and an information kiosk at the public restrooms. Town Manager Cox will bring quotes on these projects back before Council.

Suggested changes to the FY19-20 draft budget included:

- Increase Legal expenses to \$15,000 from \$10,000
- Increasing the Small Town Summer budget to \$42,500 from \$40,000
- \$1,500 for a printer lease
- \$25,000 for Town Hall improvements
- 4% Employee pay increase
- Remove the Recreation Authority funding (\$5,000) from the donation sheet
- Leave all other donations the same as FY18-19 (total budgeted: \$30,000 from \$35,000)
- \$7,500 for zoning ordinance revisions
- Remove \$2,500 from Renew the New

Town Manager Cox will send budget revisions to Council members prior to the next meeting.

CLOSED SESSION-

Vice Mayor Patton makes a motion, seconded by Councilman LeMay, to go into closed session under Section 2.2-3711, Paragraph A. Section 8, Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

- Vice Mayor Patton—aye
- Councilman Turner—aye
- Vice Mayor LeMay—aye
- Councilman Bond—aye
- Mayor Griffin—aye

Vice Mayor Patton makes a motion, seconded by Councilman LeMay, and unanimously carried; it was resolved to come out of closed session.

- Vice Mayor Patton—aye
- Councilman Turner—aye
- Vice Mayor LeMay—aye
- Councilman Bond—aye
- Mayor Griffin—aye

CERTIFICATION RESOLUTION

WHEREAS, this Council convened in a closed meeting on this date pursuant to an affirmative recorded vote on the motion to close the meeting to discuss consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. in accordance with Section 2.2-3711, Paragraph A.8 of the Virginia Freedom of Information Act; WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member’s knowledge (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed meeting to which this certification applies; and (2) 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 to which this certification applies.

- Vice Mayor Patton—aye
- Councilman Turner—aye
- Vice Mayor LeMay—aye
- Councilman Bond—aye
- Mayor Griffin—aye

This Certification Resolution was adopted.

Council members briefly discussed the dissolution of the Floyd County Recreation Authority. Town Manager Cox will email Council members a copy of the Resolution Requesting Dissolution of Authority approved by the Floyd County Recreation Authority. Council will discuss the matter at the next meeting.

ADJOURNMENT-

Councilman LeMay makes a motion, seconded by Vice Mayor Patton, and unanimously carried, to adjourn until May 2, 2019 at 6:30 pm at the Floyd Town Hall.

William R. Griffin, Mayor

Katie Holfield, Town Clerk