

**FLOYD TOWN COUNCIL MEETING**  
**W. SKIP BISHOP JR., TOWN HALL**  
**July 18, 2019**  
**5:30 P.M.**  
**MINUTES**

**MEETING CALL TO ORDER** – Vice Mayor Patton called the July 18, 2019 meeting of the Floyd Town Council to order.

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

**PLEDGE OF ALLEGIANCE-**

Councilman LeMay led those present in the Pledge of Allegiance.

**CITIZENS COMMENTS-**

None

**ITEMS FOR DISCUSSION-**

**A. Financials**

Council members took a moment to review the month financials. There were no questions.

Councilman LeMay makes a motion, seconded by Councilman Bond to approve the financials as presented.

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

**B. Local Elected Officials Training**

Affective July 1, 2019, all local elected officials are required to complete training on the Conflict of Interests Act once every two years. This training is provided by the Virginia Conflicts of Interest and Ethics Advisory Council and is now available on the Council’s website. The online training consists of a 55-minute module including a question and answer section of the presentation.

Any local elected official who is already in office as of July 1, 2019, has until December 31, 2019 to complete their first training. Any local elected official who takes office after July 1, 2019, must take their training within two months of assuming office.

Once you have completed the training a certificate of completion will be emailed to you. Please make sure a copy of the certificate is forwarded to Town Manager Cox or Clerk Holfield.

Clerk Holfield emailed the Virginia Conflicts of Interest and Ethics Advisory Council to see if an in-person training class will be offered in the New River Valley. Once she hears back from the Advisory Council, she will forward the information to Town Council members. If members of the Board of Board of Supervisors plan to look into in-person training Council Members would be willing to join.

Councilman LeMay makes a motion, seconded by Councilman Turner noting Town Council's willingness to join the County if the Board of Supervisor's opt to look into in-person training.

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

**TOWN MANAGER'S REPORT-**

Council Member's discussed the email from Town Manager Cox to Mayor Griffin regarding the Story book trail the Park Committee, Partnership of Floyd and the Library have been working on. Town Manager Cox had reached out to Mr. Elijah Sharp at the Regional Commission to see he could develop some conceptual concept on best placement and design of the story book trail. Mr. Sharp responded and stated that the total project cost would be \$1000, \$500 from the locality and matching funds of \$500 from ARC.

Council Members discussed additional construction costs for the story book trail (storybook podiums). Once Partnership of Floyd has an estimate of the additional construction and the concepts have been created by the New River Valley Regional Commission Council Members will discuss the need for more funds for the project.

During the conversation, Councilman LeMay voiced concerns about the communication between the committees on this project. Councilman LeMay is uncertain if he will continue to serve on the Park Committee.

Councilman LeMay makes a motion, seconded by Councilman Turner to approve the allocation of \$500 for the New River Valley Regional Commission for the development of 2-3 conceptual perspective view sketches for the Story Book Trail. \$500 in matched ARC funds will be contributed to this project for a total project cost of \$1000.

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

Citizens will begin installing the WiFi and cameras at the public restroom next week. Town Manager Cox and Town Clerk Holfield are still working with Citizens on the final details of the information kiosk.

A walkthrough of the TEA-21 sidewalk project was completed on Tuesday. Members were provided with a copy of the construction schedule of the project in their packets. The project will start on Page Street and move to sections of East Oxford Street. Mobilization of the project is tentatively set to begin next week.

As a reminder, the Joint meeting of Floyd County Parks and Recreation Authority, the Floyd County Board of Supervisors and Town Council will be held on Tuesday, July 30<sup>th</sup>, 7:30pm at the County Administrative Office. Members of Town Council asked that Town Clerk Holfield send out a reminder of the meeting the day before.

Clerk Holfield stated that she would like to start her certification to become a Certified Municipal Clerk (CMC). The initial cost for the certification will be \$165 and there will be some additional cost for education classes. 110 total points will be needed to complete the certification. Each certification point is the equivalent of about 2 hours of training. It was consensus of Council Members for Ms. Holfield to begin her certification to become a Certified Municipal Clerk.

#### **OTHER BUSINESS-**

Members received a copy of Vice Mayor Patton's notes from the Floyd County Parks and Recreation Authority's meeting from Monday, July 8, 2019. If Council members have questions about the information, Vice Mayor Patton asked that they reach out to him individually.

Council Members discussed the need for electronic voting at Town Council meeting in the event of an emergency. In accordance with FOIA, a policy should be in place for electronic voting. Members asked that this item be added to the next Town Council agenda.

A Tourism Office update email was shared with Council members by Vice Mayor Patton. Councilman Turner suggested that the Town Staff and Town Council take a photo to be used as part of the 50 years of Love tourism campaign. Clerk Holfield will email everyone a few dates that will work to get everyone together for the photo.

It was noted that Buffalo Mountain Adventures will be offering a shuttle to FloydFest from the Town of Floyd. The shuttle pick up location will be at the Hotel Floyd Parking lot. Advanced tickets must be purchased.

The 2019 VML Conference will be held at Hotel Roanoke on October 6-8. An agenda of the conference was provided to members. Members would like the conference to be added to the next Town Council agenda and Town staff to provide additional cost information on the conference.

Councilman Bond asked if anyone had followed back up with Maberry Funeral Home about the no parking, towing enforced signs. Town Clerk Holfield stated that Town Manager Cox plans to meet with Mrs. Roberson regarding then sign once she returns from vacation next week.

Councilman Patton asked for an update on the burnt trailer on S. Locust Street. Town Clerk Holfield stated that Town Manager Cox has had a brief conversation with the property owner regarding the trailer and she plans to follow back up with a letter upon her return from vacation. Council Members asked that a copy of the letter be included in their next Town Council packet.

**CLOSED SESSION-**

None

**ADJOURNMENT-**

Councilman LeMay makes a motion, seconded by Councilman Bond, and unanimously carried, to recess to the Joint meeting of Floyd County Parks and Recreation Authority, the Floyd County Board of Supervisors and Town Council on Tuesday, July 30<sup>th</sup>, 7:30pm at the County Administrative Office.

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**Mike Patton, Vice Mayor**

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**Katie Holfield, Town Clerk**