

**FLOYD TOWN COUNCIL MEETING**  
**W. SKIP BISHOP JR., TOWN HALL**  
**August 15, 2019**  
**5:30 P.M.**  
**MINUTES**

**MEETING CALL TO ORDER** – Vice Mayor Patton called the August 15, 2019 meeting of the Floyd Town Council to order.

**ROLL CALL** – Vice Mayor Patton, Councilman Turner (Entered the meeting after Public Comment Period), Councilman LeMay, Councilman Bond, Town Attorney Shortt, Town Manager Cox and Town Clerk Holfield were present.

**PLEDGE OF ALLEGIANCE-**

Councilman LeMay led those present in the Pledge of Allegiance.

**CITIZENS COMMENTS-**

Mr. David Whitaker stated that he just has a proposal to share with Council members. He noted that Floyd is full of unique buildings, businesses, residences and churches. Floyd should have a Historic Trail that highlights the historic importance of these buildings in Town. Council could get the ball rolling by talking to homeowners, landowners and business owners.

Each of the locations along the trail could have a sign installed at the location stating the historic importance of the property. The trail will give people something else to do while they are here. It would highlight the treasures in town and be good thing for Floyd. He would like to see something along those lines in Floyd.

Vice Mayor Patton asked if this would be a Town project that Town Council funds. Mr. Whitaker stated, yes.

Councilman Turner entered the meeting.

**ITEMS FOR DISCUSSION-**

**A. Financials**

Council members took a moment to review the month financials.

Vice Mayor Patton pointed out that that the Town has paid \$205,500 to Draper Aden for the sidewalk project. The remaining balance to Draper Aden is a little less than \$8,000 and that is something that Council members should be proud of. Town Manager Cox stated the funds to Draper Aden are for engineering and architectural services for the sidewalk project.

Town Manager Cox noted that \$2,900 for the Town mapping project has been received from the Virginia Tourism Corporation Marketing Leverage Grant. The maps have been well received by local businesses and the Town office has received a lot positive feedback about the new maps.

Funds have also been received for the Virginia Commission for the Arts grants. These grant funds go to Floyd Center for the Arts and Old Church Gallery. Donations to these organizations will be shown on the August financials.

Town Manager Cox stated the 3 of 4 of the entryway sign refacing are complete. The last set should be complete in a couple of weeks.

**B. SBDC Funding Request**

As Town Manager Cox stated at the last meeting, she has been contacted by members of the Small Business Development Center who have requested \$500 in funding. Town Manager Cox noted that in February of 2018 Town Council contributed \$1000 to the SBDC for a GOVA grant. The contribution was meant to be a 2-year commitment to the SBDC however that GOVA grant was not fully funded. Town Manager Cox stated that Council did not budget in FY19-20 for additional SBDC funds. Town Manager Cox noted that the \$500 will help fund the New River Valley SBDC representative. The representative holds regular office hours in Floyd and in the NRV to help businesses with business plans, new business concepts, etc. to promote business creation and growth. It was noted that the County contributes \$4000 to the SBDC.

Councilman LeMay makes a motion, seconded by Councilman Bond, to approve the \$500 donation request to the Small Business Development Center.

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

**TOWN MANAGER'S REPORT-**

Included in Council packets were examples of other localities park use policies and a cover sheet with questions for Council members to think about. Council we hear thoughts on park policy changes at the first meeting in September. Once council has discussed changes to the policy, Town Manager Cox will begin to draft the new policy.

Town Manager Cox shared Virginia Code regulations for electronic meetings; how it is regulated and the need for a written policy to be in place by Council. Public body members can participate in meetings electronically if there is a health condition the keeps them from attending the meeting, for personal matters (only twice per calendar year) or in the event of a Governor declared state of emergency. There are also regulations in the Code of Virginia stating the need of a quorum and how the member participating by electronic means should be heard during the meeting. The public body

must have an electronic meeting policy in place before allowing electronic meeting. Members tabled the discussion on electronic meeting until the next meeting when all Council members are present.

Town Manager Cox present Council members with a draft copy of the Fall/Winter newsletter that Clerk Holfield has created. Councilman LeMay will be featured under the Connect with Council section. Past newsletters have featured Mayor Griffin and previous Town Council Member Karen Bingham.

Town Manager Cox reported that the sidewalk project is going very well and is right on schedule. The next section for the sidewalk construction will be along East Oxford street. The pink stacks in Town mark the location of traffic control signs that will notify motorists of lane closures. Citizens along the affected street have been notified with paper notice that were hand delivered by the Town Public Works staff this week, notices have also be placed in the Floyd Press, on the Town's website and a notice will be sent out using the County's Everbridge notification system.

#### **OTHER BUSINESS-**

Councilman Turner asked if Town Manager Cox would like his suggested changes to the park policy before the next meeting or should they be discussed at the next meeting. Town Manager Cox stated that if he would like to sit down before the next meeting to discuss them, just let her know. She does not plan to begin making change to the existing policy until after the next meeting. Vice Mayor Patton has share concern with Town Manager Cox about closing the public park to citizens during private concerts where an attendance fee is charged. Town Attorney Shortt stated that Town Council can determine when the park is public and when it is not.

Vice Mayor Patton discussed the VRSA email that Town Manager Cox had sent out earlier this week. He thinks the training is an excellent opportunity for Town Council members to attend, especially the public office liability session. The free VRSA sessions will be in Marion on Wednesday, August 28<sup>th</sup> from 11:00am to 1:00pm. Free lunch will be provided. Town Manager Cox has prior commitments and will not be able to attend. Vice Mayor Patton plans to attend and asked that if any other Council members can attend to let Town Manager Cox or Clerk Holfield know by Friday, August 23<sup>rd</sup>.

Vice Mayor Patton addressed Mr. Whitaker's proposal from the Public Comment Period. Vice Mayor Patton stated that the Town map that was just created cost about \$6,000 for creation and printed copies. He feels that creating a Historic Map would cost at least that much or more depending on the time and research involved to create the content. There would also be additional cost in adding the historic markers at each location. Town Attorney Shortt stated that the Historical Society has created a historical map. Vice Mayor Patton stated that it may be possible for the Town and the Historical Society to work together on a historical map using the existing content. Town Manager Cox will reach out to members of the Historical Society for their thoughts.

Councilman Turner stated that traffic in Town is getting bad again, it would be a great idea for VDOT to complete a traffic study of the whole Town. Town Manager Cox stated that she followed up with an email to Mr. David Clarke after the last meeting he attend with a list of projects and requested that

were discussed at the meeting. She noted that VDOT was restriping several of the crosswalks this week. Council members continued by discussing several of the traffic areas that present the most problems.

Vice Mayor Patton stated that when Mr. Laurence Wood was still alive, he was open to the idea of gifting some of his property on the corner of Main Street and Barberry Road to create a right-hand turning lane. Vice Mayor Patton felt that the current owner, the Floyd Baptist Church, would also be willing to donate land for a turning lane. Should Town Council request that Mr. David Clarke present Council with a proposal on what would be required to create that turning lane? Councilman Bond stated that that location would just be a small piece to the larger traffic problem in Floyd. Councilman Turner stated that he would like to see a traffic study of the whole town before Council tries to fix problem areas. Council needs to see the hot spots for problem areas before starting to correct the problems. Council requested that Town Manager Cox reach out to Mr. David Clarke at VDOT and request that he attend another Town Council meeting to discuss the need for a traffic study of the whole town.

Councilman Bond asked if there was any feedback from the email that Town Manager has sent to members regarding the parking issues at Maberry Funeral Home. Town Manager Cox stated that she knows that at least one person has been towed from the lot at Maberry Funeral Home. The person parked in the lot on a Sunday morning and the funeral home had a funeral that afternoon. The car was in the way of the funeral procession line up and parked directly in front of the no parking sign. Town Manager Cox noted that Clerk Holfield has added a public parking page to the Town of Floyd's website with a map of the public parking areas in Town. The page also includes additional content about street parking and use of private lots for parking.

Councilman Lemay asked for an update on the burnt trailer that is located on Locust Street. Town Manager Cox stated that a copy of the letter she sent to the property owner regarding the trailer was in last meetings Council packet. The Town nuisance ordinance is not clear on the urgency of the removal. The letter sent to the property owner did not lay out a timeframe to when the trailer must be moved or demolished, the letter only referenced the zoning ordinance stating that a mobile home of like size could be replaced within 2 years of the fire or the new structure would have to conform to the existing zoning ordinance. Town Attorney Shortt read a portion of the letter sent to the property owner that referenced the Town of Floyd Ordinances.

Town Manager Cox noted that the State Building Code requires that any manufactured home being installed must be manufactured prior to 1976 and the Town of Floyd Code requires that the manufactured home must be manufactured 10 year prior to the date it is installed.

Councilman LeMay moved that Town Manager Cox request that the property owner have the burnt trailer removed as soon as possible and that Town Manager Cox get a price from a trash company to remove the trailer. The motion died for lack of a second.

Town Attorney Shortt stated that any letter sent to the property owner requesting the removal of the trailer should document the hazard by the building official.

It was requested that Town Manager Cox speak with the property owner again about the removal of the burnt mobile home, provide him with the name and numbers of several mobile home moving companies and inform him that Council will take action on the matter at their next meeting if he does not have a plan in place for the removal of the burnt mobile home. Town Manager Cox will report back to Council about the matter at the next meeting.

**CLOSED SESSION-**

None

**ADJOURNMENT-**

Councilman LeMay makes a motion, seconded by Councilman Bond, and unanimously carried, to adjourn until September 5, 2019 at the Floyd Town Hall.

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**Mike Patton, Vice Mayor**

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**Katie Holfield, Town Clerk**