

**FLOYD TOWN COUNCIL MEETING  
W. SKIP BISHOP JR., TOWN HALL  
October 17, 2019  
6:30 P.M.  
MINUTES**

**MEETING CALL TO ORDER** – Mayor Griffin called the October 17, 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, and Town Manager Cox were present.

**PLEDGE OF ALLEGIANCE-**

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

**CITIZENS COMMENTS-**

No citizens comments were heard.

**ITEMS FOR DISCUSSION-**

**A. Financials**

Council members took a moment to review the monthly financials. Councilman Bond asked if we knew why there was a large difference in the Meals Tax collected this year versus last fiscal year.

**B. Electronic Meetings Policy**

Town Manager Cox reviewed the latest draft copy of the electronic meetings policy with Council. Town Attorney Shortt revised the draft for Council’s review. Councilman Turner questioned the requirement to have a quorum physically present for a meeting before another councilmember could use this policy. Town Attorney Shortt assured him that a quorum would need to be physically present.

Councilman Bond makes a motion, seconded by Councilman LeMay, to approve the Policy of Floyd Town Council regarding Individual Participation in Council Meeting by Electronic Means.

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

### **C. Warren G. Lineberry Park Use Policy**

Town Manager Cox presented a spreadsheet summarizing the policies from other localities previously distributed to Council members. Town Clerk Holfield prepared the document using information Council has considered adding to the policy.

Vice-Mayor Patton asked if we had had any response from the community regarding changes to the policy. Town Manager Cox stated no comments or concerns had been sent into the Town Office. Councilman Bond asked if we currently require a liability policy for use of the Park. Town Manager Cox explained that we do require liability insurance, but our current policy is not specific to the extent of the insurance needed to cover each event.

Town Manager Cox reminded the Council that we would continue to discuss the policy at our November 21<sup>st</sup> meeting, looking at specific changes before preparing a draft.

### **TOWN MANAGER'S REPORT-**

Included in Council packets was a list of VDOT projects and follow ups. Town Manager Cox updated Council on the recent pre-construction meeting for the upcoming Pedestrian project she attended. The work on the pedestrian project will happen at night, Monday through Thursday from 7:00 pm to 6:00 am. There has not been an official start date for this project established yet. The Town will be notified once this date has been set. Mayor Griffin asked if the sidewalk contractor will be ready for Halloween. Town Manager Cox assured the Council the contractor is aware of our desire to have all section of East Oxford currently under construction finished and ready for pedestrian traffic on the night of Halloween. Vice-Mayor Patton asked that we notify the Floyd Press and also place our Safe Street Halloween notice on Facebook. Town Manager Cox informed Council that the Sheriff's Department would be taking notices to each house along the affected routes.

Town Manager Cox updated Council on the progress of the burnt mobile home in Town. The owner of the mobile home has started the process to move the personal property.

Town Manager Cox read a request from a citizen in Town asking Council to consider removing snow from the sidewalks along Barberrry Road. Council discussed the request as well as adding other highly traveled sidewalk routes in Town to the current snow removal contract. Council's consensus was to continue to clear sidewalks along the main corridor in Town because of the impact to businesses.

Town Manager Cox discussed a recent change to the grant and loan funding through USDA Rural Development because of additional funds for specific localities who qualify for disaster relief from hurricane Florence and Michael. Floyd qualifies for these disaster relief funds, which would allow the Town to apply for up to \$50,000 in grant funding for needs such as infrastructure and public works equipment. Vice-Mayor Patton stated \$50,000 towards a garbage truck would really help. Councilman Turner stated he sees a short term need of a garbage truck and a longer term need of building renovations to our Town Hall and Town Offices. Council continued to discuss their thoughts on what renovations were needed of Town Hall. Vice-Mayor Patton would like to see the space rearranged to

include an executive meeting space, which Councilman LeMay stated he wants to see the restrooms added to the facility. Vice-Mayor Patton suggested consulting with an interior architect as well as a traditional architect when considered our options for the space. Vice-Mayor Patton also made sure to note adding stormwater and runoff to our list of considerations when altering the building. Councilman Turner suggested Council prioritize the garbage truck since it is our greatest need.

Councilman LeMay makes a motion, seconded by Councilman Turner, to adopt the Resolution of Governing Body required by the United States Department of Agriculture, Rural Development for funding of public works equipment.

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

Councilman LeMay makes a motion, seconded by Councilman Turner, to adopt the Resolution of Governing Body required by the United States Department of Agriculture, Rural Development for funding building renovations for the Town Complex.

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

Town Manager Cox reminded Council members of the upcoming Conflicts of Interest Training to be held for all elected officials on October 23<sup>rd</sup>.

**OTHER BUSINESS-**

Town Attorney Shortt provided draft copies of ordinances amending Chapter 15 and Chapter 17 of the Code of the Town of Floyd. Council should review the drafts and be prepared to discuss these amendments at the next meeting on November 7<sup>th</sup>, 2019.

Vice-Mayor Patton stated he had talked with numerous people in town about skunks. He asked questions about the length of the contract we previously have entered for removal of skunks. Councilman Bond noted he has not seen as many skunks since we started contracting to have them removed. Mayor Griffin said he has seen them on Woods Gap Road and Baker Street. Councilman Turner said there are still a few on Newtown Road. Town Manager Cox explained the prior contracts have cost around \$1150 for a 30-day period. We also have the option to enter into a per animal contract with the company.

Vice-Mayor Patton makes a motion, seconded by Councilman LeMay, to enter into a contract with Blue Ridge Wildlife and Pest Management to remove skunks on a per skunk basis.

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

Councilman Turner discussed a recent article in the Roanoke Times of a wayfinding project being funded by the Community Foundation of Western Virginia. Town Manager Cox informed Council of a recent grants workshop that Town Clerk Holfield attended in which she learned about potential opportunities to expand our wayfinding through the Virginia Main Street Program. Vice-Mayor Patton applauded the Council for making funds available for staff to attend trainings because it almost always pays off.

Mayor Griffin informed Council of a concern regarding the sidewalk project from a town resident. The resident was questioning why the contractors rebuilt the entire sidewalk in front of the Mayor's home. Mayor Griffin explained to Council the sidewalk was tore completely out from the steps to the road because of the current road and sidewalk elevations. The addition of the new sidewalk to the current road would add 6 inches above the current road elevation. This would cause the sidewalk to slope back towards the property causing a ponding of water where the new sidewalk would meet the existing sidewalk. The contractor reached out to the Mayor about the differences in the site survey and the approved plans and the concern that if the sidewalk was constructed as planned there would be future water issues. The contractor stated they would make this type of correction at any property along a project area and submitted a letter of explanation for the record (attached for reference). Vice-Mayor Patton expressed his upmost trust and belief in our Mayor's honesty that this situation was handled correctly.

**CLOSED SESSION-**

None

**ADJOURNMENT-**

Councilman LeMay makes a motion, seconded by Councilman Turner, and unanimously carried, to adjourn until November 7, 2019 at the W. Skip Bishop Town Hall.

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**William R. Griffin, Mayor**

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**Kayla Cox, Town Manager**