

Town Council Meeting

December 10, 2024

The Town Council of Victoria, Virginia met on December 10, 2024, in the Town Municipal building with the Honorable Allen D. Smith, Mayor, presiding: Councilmember's in attendance were Ronald Mattox, Johnnie Brame, James G. Elam, Jr., Sandra Jones, Christopher Garrett and Chris Gill. Also attending were Town Manager Rodney Newton, Treasurer Diane Harding, Town Clerk Vickie McDaniel, Chief Camden Lawson and Assistant Fire Chief Chris Garrett.

Mayor Smith called the meeting of the Town Council to order.

The invocation was given by Councilmember Elam followed by the Pledge of Allegiance to the American Flag.

Motion was made by Mr. Christopher Tomlinson and seconded by Mr. Rob Williams with the Planning Commission to go into a Joint Public Hearing with Town Council on a Conditional Use Permit for Mr. and Mrs. Sid Smyth to operate a personal care business at 2420 6<sup>th</sup> Street, Victoria, VA. Motion carried. Motion was made by Councilmember Mattox and seconded by Councilmember Brame to go into a Joint Public Hearing with the Planning Commission on a Conditional Use Permit for Mr. and Mrs. Sid Smyth to operate a personal care business at 2420 6<sup>th</sup> Street, Victoria, VA. Motion carried.

Motion was made by Mr. Christopher Tomlinson and seconded by Mr. Rob Williams to come out of the Joint Public Hearing with Town Council. Motion carried.

Motion was made by Councilmember Mattox and seconded by Councilmember Brame to go into Public Hearing on b) budget amendment for Virginia Outdoors Foundation Grant, c) the purchase of 7.32 acres of land adjacent to the Victoria water filtration plant and d) sale of a parcel of land approximately 124.667' X 20' adjacent to Simona's Restaurant. Motion carried.

No comments were made.

Motion was made by Councilmember Elam and seconded by Councilmember Gill to come out of Public Hearing. Motion carried.

Mayor Smith asked if there were any additions to the meeting. Town Manager Rodney Newton asked for a motion to authorize signing representatives for the Town of Victoria at Benchmark Community Bank. Mayor Smith added Mr. Newton under Information Items as item 11(j). Mr. Newton also asked to speak about the alley adjacent to Hunter Rd. Mayor Smith added Mr. Newton under Information Items as item 11(k).

Mayor Smith asked if there were any Conflicts of Interest on matters being discussed on the agenda. There were none.

Motion was made by Councilmember Brame and seconded by Councilmember Mattox to accept the November 2024 regular meeting minutes as presented. Motion carried.

Motion was made by Councilmember Mattox and seconded by Councilmember Brame to accept the Treasurer's Report for November 2024. Motion carried.

Chief Camden Lawson presented the Police Report. Chief Lawson stated they answered 195 calls, eighteen citations and eight arrests. The two cadets at the academy are scheduled to graduate Wednesday, December 18, 2024. Chief Lawson also advised the Town of Victoria PD set at the hospital 115 hours in November for TDO's and ECO's. This really hurts their department but the state does reimburse them for those hours. They have to rely on other agencies to cover the town and back each other up. Councilmember Elam questioned why Lunenburg County Sheriff's Department couldn't do the TDO's as they have a lot more personnel than the town. Councilmember Jones inquired if Chief Lawson could check into this for the future. Mayor Smith asked Chief Lawson to explain to council what a TDO and ECO were. Chief Lawson stated an ECO is first and can be done by a doctor or family member who thinks someone is not able to take care of themselves or may harm themselves or others. After the ECO is issued, they have 24 hours to evaluate at the hospital. If they believe further help is needed, it becomes a TDO. A TDO is for 72-hours and cannot run out on a weekend or holiday. They are also having to take them to hospitals further away due to the fact that there are no beds available close by. Chief Lawson advised they had four TDO's for the month of November. There were no questions regarding the Police Report. Motion was made by Councilmember Mattox and seconded by Councilmember Brame to accept the Police Report as presented. Motion carried.

Assistant Fire Chief Chris Garrett presented the Fire Department Report. He advised they had a total of 124 responses for the month of November. Assistant Chief Garrett advised he will get the Financial Report to Mr. Newton to pass along to council but total revenue for the month was \$36,999.80 with total expenditures of \$13,609.00. Motion was made by Councilmember Mattox and seconded by Councilmember Brame to approve the Fire/Rescue Department report as presented. Motion carried.

Informational Items:

- a) Mr. Newton advised the registrar office sent the abstract votes for the November 5, 2024 council election results for Councilmember Jones, Councilmember Gill, Councilmember Mattox and Mayor Smith. Motion was made by Councilmember Brame and seconded by Councilmember Gill to accept the abstract votes for the November 5, 2024 election. Motion carried.
- b) Councilmember Mattox with the Victoria Planning Commission recommended to approve the request for Mr. and Mrs. Sid Smyth for a Conditional Use Permit at 2420 6<sup>th</sup> Street, Victoria, VA. Motion was made by Councilmember Mattox to approve the Conditional Use Permit for Mr. and Mrs. Sid Smyth to operate a personal care business at 2420 6<sup>th</sup> Street, Victoria, VA. Motion carried.
- c) Motion was made by Councilmember Elam and seconded by Councilmember Gill to approve the purchase of land to Simona's Restaurant for \$5,000.00 plus closing costs. Motion carried.
- d) Motion was made by Councilmember Brame and seconded by Councilmember Jones for the purchase of 7.32 acre parcel of land adjacent to the water filtration plant at a cost of \$16,000.00 plus closing costs. Motion carried.

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- e) Motion was made by Councilmember Elam and seconded by Councilmember Garrett to accept the Virginia Outdoors Foundation Grant for \$240,000.00 and a budget amendment to the FY24/25 budget. Motion carried.
- f) Mr. Newton advised in reviewing the Planning Commission membership he missed Mr. Rob Williams' reappointment. Motion was made by Councilmember Gill and seconded by Councilmember Jones to reappoint Mr. Rob Williams retroactive to June 10, 2024 for a 4-year term until June 10, 2028. Motion carried.
- g) Mr. Mike Walker, chairman of the IDA presented council a synopsis of renovation expenditures at 300 Court Street along with a lease proposal. They have spent approximately \$678,000.00 to date with \$20,000.00 in outstanding bills. Mr. Walker provided an aerial view of the land and floorplan for the Town of Victoria maintenance department. The town has 13,192 square feet of the building. The IDA is proposing a ten-year lease to the town at \$3,000.00 a month. Also, the IDA has a \$100,000.00 loan to the town due in February 2025. They are requesting an extension on repayment of the loan until July 2025 to allow time for permanent financing. They have also made the same request to the county for a \$125,000.00 loan coming due in February 2025. Mr. Walker is hoping to qualify for a municipal loan rate. They also have a \$70,000.00 advance loan from the town and provided council a repayment plan schedule beginning in June 2025 until June 2030. The IDA currently owes \$295,000.00 plus interest and closing costs on the 300 Court Street building. They would like to get a loan less than \$250,000.00 to get more favorable terms and less costs. Councilmember Elam commended the IDA for taking on this project and stated it's a big asset to the town. There are currently three lessee's in the building and with the town maintenance shop, it will be fully occupied. Councilmember Jones thanked Mr. Walker with the IDA for all their efforts. Mr. Newton asked to table until the January council meeting to allow council time to consider. Mr. Walker also had a new candidate for the IDA commission. They currently have five members, which is the minimum but requested council to appoint Mr. Robert "Bobby" Marshall to the IDA as well. Motion was made by Councilmember Brame and seconded by Councilmember Mattox to appoint Mr. Bobby Marshall to the IDA. Motion carried.
- h) Mr. Newton provided council with the 2025 Holiday schedule for approval. Motion was made by Councilmember Mattox and seconded by Councilmember Garrett to accept the 2025 Holiday schedule. Motion carried.
- i) Mr. Newton provided council 2024 Holiday bonuses for town employee's. It is the same as last year and there is funding in the budget for this. Motion was made by Councilmember Brame and seconded by Councilmember Mattox to approve the 2024 Holiday bonuses and to include Town Manager, Rodney Newton at the supervisory rate. Motion carried.
- j) Mr. Newton advised we need a motion from council to authorize Councilmember Elam, Treasurer, Diane Harding, Town Clerk, Vickie McDaniel and Mayor Allen Smith as signing representatives for the Town of Victoria on the signature card at Benchmark Community Bank to authorize them to sign off on pertinent documents. Motion was made by

Councilmember Mattox and seconded by Councilmember Brame to approve the representatives on the signature card at Benchmark Community Bank. Motion carried.

- k) Mr. Newton discussed the alley adjacent to Hunter Road. It was brought to his attention that the 24-foot alleyway that runs parallel to Nottoway Blvd. has a shed and garage on it that was built some time ago in this alleyway. He was advised to ask the potential buyers for 24 feet of the triangled section to transition back to the alleyway. This is on a 1.493-acre lot behind the house. His recommendation is to have it surveyed and deed back 24 feet to the town. Council agreed for Mr. Newton to work with the realtor on a proposal.

Town Manager Update:

- a) Mr. Newton updated on the wastewater project. Mr. Newton provided council photos of the Grove Avenue pumpstation showing buildings that have been demolished and some being taken out. Mr. Newton met with DEQ on December 3, 2024 and we will be allowed to keep the aeration lagoon of the west facility as a retention basin for overflow. He stated we will have to modify our permit for the east plant to add this lagoon and pumpstation to be included with the east plant facility. We will still continue to do groundwater monitoring of the wells around that area. Mr. Newton advised on November 21, 2024 we went to Maryland to pick up the pump that was down and it was installed the next day. We have our emergency pump set-up beside it and that will actually take overflow out of the pumpstation and is set-up to pump back into the basin. Mr. Newton advised a generator has been installed and new electrical service to the Park Avenue (brick) pumpstation. Everything is outside the building now except for the pump controls. The start up for that generator is Monday, December 16, 2024. The Park Avenue (brick) pumpstation also has a remote monitoring system so we get notified of pump failure or high-level alarms. This is our third pumpstation with remote monitoring. The Marshall pumpstation on Norfolk Avenue has the same remote monitoring system added. This leaves Jenkins pumpstation and Park Avenue (white) pumpstation the only two without monitoring systems. On November 19, 2024 we received our sewer camera back and spent the day assessing about 2,000 feet of sewer lines. They started over on Tidewater Ave. from W. 7<sup>th</sup> Street to W. 10<sup>th</sup> Street., Lunenburg Ave., from W. 7<sup>th</sup> Street to W. 10<sup>th</sup> Street and 13<sup>th</sup> Street from Jefferson Ave. to Nottoway Blvd. They found two service taps that have freshwater leaks dumping fresh water directly back into the sewer system. On Tidewater Ave. from W. 7<sup>th</sup> St. to W. 10<sup>th</sup> St. there is an 8" concrete pipe that is in pathetic shape. Mr. Newton provided photos from People's Community Center coming up three blocks. There were several holes, groundwater coming in through the joints and concrete taps when the lines were put in the plugs are deteriorating. We have experienced working with these lines in the past and once they are exposed to air, they just crumble. They worked on Lunenburg Ave. on W. 9<sup>th</sup> St. and came back up towards First Baptist Church which was all PVC and on W. 9<sup>th</sup> St. and W. 8<sup>th</sup> St. was all PVC and W. 8<sup>th</sup> St. crossing the creek behind Councilmember Elam's house is PVC pipe as well. These lines appear to be in good shape except the line that crosses the creek as it appears to have settled. They did smoke tests and all service lines had smoke coming out in the ditch lines meaning every service line going out has a hole in it. The plan is to go back after the first of the year and pick up where the new line starts, go the VDOT right-of-way and put new pipe across the ditches and tie back into the existing lines. This will be

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the biggest project we have done. This needs to be a W. 7<sup>th</sup> St. to W. 9<sup>th</sup> St. sewer line rebuild and will require replacement of approximately 1,000 feet of sewer main and three manholes. The estimated material costs not including asphalt repair is \$50,000.00. Mr. Newton will be meeting with Lanco Paving tomorrow to get a budget price on road repairs. We feel this is a huge source of our I&I (inflow and infiltration) going into the Grove Avenue pumpstation. Mr. Newton advised we have some ARPA funds left to use to buy supplies and most of the materials covered. We will have to address the paving later.

- b) Mr. Newton discussed leachate we are taking in from Meridian Waste. As part of our permit, we are to have a leachate hauling plan. The cost will be \$8,500.00. He will bring back more information next month. We are currently taking in one truck load a day at 8,000 gallons.
- c) Mr. Newton provided council a copy of the clearwell clean-out report from Southern Corrosion. This was completed on November 4<sup>th</sup> and November 5<sup>th</sup>, 2024. It appeared this is the first time those clearwells have been cleaned out. We do have some iron deposits growing back but hoping some of our chemicals will reciprocate this. Also, Mr. Newton provided the Moonshot Missions Assessment Report. He plans to meet with the water filtration plant staff after Christmas to review this. He's also meeting with Moonshot Missions after the first of the year to set a time for them to provide onsite technical assistance. Mr. Newton will be meeting with B&B Consultants on January 3, 2025 to discuss some of the findings on the list and get some pricing. Councilmember Brame who is on the Water and Sewer Committee asked to join the meeting along with Councilmember Garrett.
- d) Mr. Newton advised he met with an engineering firm on the Modest Creek project and is waiting on proposal on technical services.
- e) Mr. Newton discussed the blighted property at 1118 Main Street. We have run into issues formalizing ownership due to lack of documentation on list of heirs. His question to council was whether to continue the eminent domain or clean-up the property and place a lien on it. Councilmember Elam agreed to continue with the eminent domain for a couple more months.
- f) Mr. Newton commended Mr. William Pernell on the Christmas Parade. He also thanked Mayor Allen Smith, Vickie McDaniel, Stacey and Emma Newton and the entire P.D. staff for their assistance with the parade. The light tower on 6<sup>th</sup> Street helped tremendously but the light tower on 7<sup>th</sup> Street would not start after the temperature dropped. Mr. Newton is working with Mr. Kevin Ashworth, Maintenance Supervisor, on looking at LED bulbs for the lamp posts before next year.
- g) Mr. Newton advised work is complete on the Comprehensive Plan. The review and approval process will start mid-to late January and run until March or April 2025.

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- h) Mr. Newton advised the building permit was issued on November 3, 2024 on the Poorhouse Solar project. The conditional use permit required payment of \$50,000.00 to the Town of Victoria within 90 days. This money was designated to work on the parking lot across from the library. He will have Lanco Paving look at it and give us a price.
- i) Mr. Newton advised the garbage truck rear axle shifted 1 ½” so that had to be towed to Peterbuilt. It will cost approximately \$6,000.00 to repair and waiting to see about any warranty coverage.
- j) Mr. Newton reminded council that the CVCJA graduation is Wednesday, December 18, 2024. Mayor Smith, Chief Lawson and Lt. Beagle will be attending.
- k) Mr. Newton advised Monday, December 23<sup>rd</sup> we will have our Christmas luncheon for employee’s at the town office.
- l) Mr. Newton advised council he will be on vacation starting Saturday, December 14<sup>th</sup> until Saturday, December 21<sup>st</sup>.

Motion was made by Councilmember Brame and seconded by Councilmember Mattox to adjourn the meeting.

With no further business to discuss, Mayor Smith adjourned the meeting.

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Vickie McDaniel, Clerk

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Allen D. Smith, Mayor

Approved January 14, 2025

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Rodney Newton, Town Manager