

## Town Council Meeting

June 11, 2024

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The Town Council of Victoria, Virginia met on June 11, 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, Police Chief Camden Lawson and Fire Chief Frankie Tanner. Absent was Town Clerk, Vickie McDaniel.

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

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

Mayor Smith asked if there were any additions to the meeting. Barbara Wilson asked to speak on the pool and Budget.

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 May 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 May 2024. Motion carried.

Chief Camden Lawson presented the Police Report. He stated they had a very busy month with 85 calls, two arrests and fifteen citations. Chief Lawson introduced new officers, Mr. Steven Winslow and Mr. Dwayne Thornton. They will be attending the CVCJA beginning June 20, 2024, since the class is so large they will be attending the community college instead of the Academy. Mayor stated that you are the face of the community, and you are the reflection of the town. Mayor Smith asked how the ordinances enforcement is coming along. Chief Lawson stated that the final letters have been sent out. Some are for debris and inoperable vehicles. Mayor asked to have the officers introducing themselves to all merchants. Chief Lawson stated that only the Commonwealth Attorney, not the merchants yet. Mayor Smith stated that in the past he has asked for this to be done on their shifts. Also, most merchants don't know who our officers are. Motion was made by Councilmember Brame and seconded by Councilmember Mattox to accept the Police Report as presented. Motion carried.

Fire Chief Frankie Tanner presented the Fire Department Report. He advised they had a total of 127 responses for the month of May. Councilmember Brame asked if there were ever any accidents at the Pull. Town Manager Newton stated that a tractor lost control near the fence, but nothing serious yet. Chief Tanner advised that the Truck-n-Tractor Pull was a success and there are no final figures yet. Chief Tanner stated that there were Sponsors coming the day of the pull and received around \$11,900 from the Sponsors. Motion made by Councilmember Brame and seconded by Councilmember Gill to approve the Fire/Rescue Department report as presented. Motion carried.

### Informational Items:

- a) Motion was made by Councilmember Mattox and seconded by Councilmember Brame to appoint Christopher Tomlinson Sr. to the Planning Commission. Motion carried.
- b) Mr. Newton advised we will start having to pay for commercial trash at the Lunenburg Landfill.

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The FY25 budget approval and appropriation is on the agenda for the June meeting. The changes to the town's commercial garbage service will create changes to the previously discussed budget. The following are recommendations for the General Fund budget to reflect the change in these services:

- Increase the Trash & Refuse Charges line from \$105,000.00 to \$115,000.00
- Create a new expense line "Commercial Refuse Tipping Fees" in the amount of \$10,000.00

**Rate approvals**

Commercial Garbage Services

- 2 – 95-gallon carts or less \$25.00 per month
- 3 – 95-gallon carts \$37.50 per month
- 4 or more 95-gallon carts or equivalent \$150.00 per month

Water Rate

- Increase the minimum residential water rate from \$31.50/3,000 gallons to \$35.00/3,000 gallons

Lunenburg County Host Agreement with Meridian Waste allows for the towns to dump residential garbage at no cost but does not allow for the dumping of commercial garbage for free. Beginning July 1, 2024, the town will start paying for commercial garbage. This will create an expense that far exceeds the monthly fee currently charged to commercial customers. The plan is to use the conventional truck for commercial garbage pickup to keep it separated from residential garbage for weighing at the landfill.

Commercial Rates effective July 1, 2024:

- : 2–95 gallon carts or less \$25.00 per month
- : 3-95 gallon carts \$37.50 per month
- : 4 or more 95 gallon carts or equivalent \$150 per month

With the increase in operational costs as was presented in the budget hearing there is a need to increase the minimum Residential water rate effective July 1, 2024:

- : \$35.00/3,000 gallons(increased from \$31.50/3,000 gallons.

Motion was made by Councilmember Elam and seconded by Councilmember Garrett to approve Budget and water rates as presented. Motion carried.

- c) Mr. Newton stated that the current personnel policy for compensatory(holiday) time for employes that are scheduled to work on a holiday primarily affects police officers, water plant operators, and wastewater plant operators. Currently the policy allows the holiday hours to be banked with no maximum limit. We have some employees with hundreds of hours of leave that don't have coverage to take them. Employees have the option to "cash in" some of the hours or may chose to be paid for the hours when leaving town employment. Either of the 2 last options creates unplanned financial liability for the town. Talking to other towns, they are paying in advance Holiday leave. Recommendation is to change the personnel policy to the following to allow for better budgeting. When the employee works that holiday, The employee will be paid that holiday. Councilmember Elam asked does this do away with the comp time. Mr. Newton stated only the holiday also we don't have the staff for them to take it. There is a cap on comp which 120 hours not on holiday. Councilmember Garrett asked what time they get. Mr. Newton stated four hours vacation and four hours sick, also depends on years of service. Councilmember Jones asked can we have a meeting to discuss this further. Mr. Newton stated that this has already caused a problem for us. Councilmember Jones stated I understand this, but it needs to be clearer. Councilmember Mattox stated that the double time pay is basically the same, we are paying in advance instead of giving regular pay plus compensatory time. Mr. Newton stated that is correct.
- d) Mr. Newton stated that the auditor has the same request to have a third-party firm to help close out the town books and fix different items before sending them to our auditors. There is a large expense on trying to get a firm to do that for the town.
- e) Councilmember Garrett stated that it's best to get the sidewalks on 7<sup>th</sup> near the drug store stamped, it will be cheaper. Mr. Newton stated that the concrete would be \$6825. Gill Coffee

is the only one that gave a bid. Motion was made by Councilmember Garrett and seconded by Councilmember Gill to proceed. Motion carried.

- f) Mr. Newton stated that there is a map of boundaries at Modest Creek reservoir. There is a request from the only landowner with land near the water to construct a pier near the edge of the reservoir and maintain the area around it. Councilmember Elam asked what they are planning to do with it. Mr. Newton stated fishing. We would have to get the Town attorney involved to protect the easement. Councilmember Mattox said I think you might be opening a Pandora box. Also, if you give one person a request, you will have someone else wanting to do something also. Councilmember Jones agreed with Councilmember Mattox, also stated that years back at the Falls someone wanted to build over top the falls. Councilmember Garrett said the Property Committee will research this.
- g) Mrs. Barbara Wilson stated that she was retired and would like to go to the pool, but \$10 a day was a massive amount out of my budget. Mr. Newton stated the reason we had to go up is because of the cost of chemicals. Three buckets of chlorine were \$680 that will last about four weeks. Councilmember Jones stated that I understand but I wish there was something we could do for our seniors with a lower rate.

Town Manager Updates:

- (a) The tracker we bought for the monitoring flow of water coming into the system showed the amount of water on West 7<sup>th</sup> and West 8<sup>th</sup> Tidewater. We will be moving it to Lunenburg west. Also, the camera will be in around the first of July.
- (b) The Steps building painting continues and they are working on the electrical also. The sprinkler system designer has been on sight, awaiting sprinkler technicians to complete the work.
- (c) Mr. Newton stated that the Police car was in an accident in May and was totaled. I need authorization for the Finance committee to place an order for a new vehicle to get our name on the list and make the appropriations after the beginning of the fiscal year. The car will be around \$54,764 minus the insurance pay out of \$11,407. Which leaves a balance of \$ 34,000 to come up with to replace this vehicle. In this year's budget we have about \$6,900, in next years budget we have \$15,000 and then from FY22 we have \$10,000 that wasn't used and in FY25 we only need to use \$5,000. Motion was made by Councilmember Elam and seconded by Councilmember Gill to place the order for the new vehicle. Motion carried. Mr. Newton stated that in August we will do the appropriations.
- (d) Unbudgeted Expenditures  
Airport Repaving Project we talked about in FY 23. The cost is \$21,900.44 (Town 25% share of local match, County 50%, Town of Kenbridge 25%. Town of Victoria 25% share of local match, which is due June 25, 2024. Motion was made by Councilmember Elam and seconded by Councilmember Mattox to pay out of appropriations from the general fund. Motion carried.
- (e) We had to replace the roof at the police department which cost \$22,879.80, also we had to replace the HVAC for the town office. We had to do a single audit because of the APRA grant. In addition to the annual audit of \$24,000. We request that we come back to the July meeting and meet with finance committee to see what our balances look like.
- (f) Mr. Newton stated that if you have not completed the Comprehensive Plan survey, the deadline is July 1, 2024. The paper copies are in the front office.
- (g) Music in the park will be Appalachian Express on Friday, June 21, 2024.

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

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Motion was made by Councilmember Mattox and seconded by Councilmember Brame to go into closed session. Pursuant to Va Code Section 2-2-3711(A)(5) for the purpose of discussion of a prospective business in which no previous announcement has been made.

CLOSED SESSION June 11, 2024

Motion was made by Councilmember Mattox and seconded by Councilmember Elam to return to regular session according to Code of VA §2.2-3712 to certify that only business matters identified in the motion to convene and those lawfully exempted from open meeting requirements were discussed. By show of hands, all voted unanimous yes. Motion carried.

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

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Diane Harding, Treasurer

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Allen D. Smith, Mayor

Approved July 09, 2024

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Rodney Newton, Town Manager