



## **Town Council Meeting Agenda January 8, 2019, 6 PM, Boones Mill Town Hall**

Call to order, Pledge of Allegiance, Prayer

Brief Announcements by Council members

Consent Agenda

- Minutes and Bills

Bills not on Consent Agenda

Police Report

Town Manager's Report

- Water/Wastewater Systems Update
- Town Hall Update
- Funding Allocations from the Sale of Building Six(6)
- Building Two(2) Upper-level Floor Capacity
- State of the Town Address

Hearing of Citizens upon Public Matters

Adjournment

## Guidelines for Public Comment

A sign-up sheet is provided for your name and address to allow acknowledgment of your comments. If you are with a group of people, you may want to have a spokesperson present your position to the Council and have others in agreement recognized by standing.

During public hearings, the Council will try to hear everyone who wishes to speak on a subject (sign-up lists for speakers are used), but sometimes discussion must be limited due to time constraints

The timekeeper will signal when your time is up. To give all speakers equal treatment and courtesy, the Council requests speakers adhere to the following guidelines:

- **Please silence cellular telephones and similar devices**
- Come forward to the speaker's podium and state your name and place of residence
- Speak clearly. Comments are audio recorded and noted in the minutes of the meeting
- Do not speak from your seat or out of turn
- Address comments directly to the Council as a whole
- State your position and give facts and other data to back it up
- If you represent a group/organization, you may ask others present to rise and be recognized
- Back-and-forth debate is prohibited, and Council members will not engage in it
- The Council listens to all speakers before responding to questions asked on issues raised
- Give written statements and other supporting material to the Clerk (written comments are welcome if you do not wish to speak)
- Refrain from applause and other forms of approval or disapproval, as a courtesy to speakers

Town Council has the objective of transacting public business. Public comment is an important part of the process, but the council chamber is a "limited public forum" in legal terms. The duration and topic of speech can be restricted, but there will be no restriction on speakers' viewpoints. Speakers are always welcome to contact Town officials through a variety of media outside of the meeting.

# Town Manager's Report

January 8, 2019

## 1. Water/Wastewater Systems Update

Improvements and repairs have been made by the WVWA to both the water and wastewater systems. These improvements and repairs created a large Authority presence in the Town during the month of December 2018. To briefly summarize, the improvements and repairs include:

- Installation of water and sewer (including meter vault) to former Building 6 per the sales contract (complete)
- Existing 10-inch water main on Town property, initially thought to be inoperative and out of service, was returned to active service
- Wastewater lift station was vacuumed out and pumps removed and serviced – each lift pump can pump 36.2 GPM
- The pipe connecting the lift station to the wastewater ponds was cleaned out – several blockages were removed
- Two points of water infiltration into the wastewater system have been repaired – one at 200 Easy Street and the other at the Goodwill donations lot – work continues on other locations as the crews move downstream
- All red fire hydrants (except for one located at the pond on the hill) have been returned to active service with clean water and high-pressure flow – fire hose connection conversion kits have been installed on all hydrants per fire department specifications

The cuts made for the new sewer line will be paved pending weather conditions.

Photography packets of all the above activities will be available at the January 8, 2019, Council meeting for reference.

Final completion cost for the former building six water/sewer installation may be available at the meeting pending final project signoff by the Authority.

Water usage via temporary interconnect with WVWA between December 4, 2018, and December 31, 2018, averaged 83,180 gallons per day (gpd). The November average prior to the interconnect was 69,471 gpd. Updated numbers from real-time data collected by the Authority will be available for review at the January 8, 2019, Council meeting.

## 2. Town Hall Update

The Town has received two estimates for mold remediation in Town Hall. The first is from Green Home Solutions and the second is from ServPro of Roanoke County. An estimate was requested from Rainbow International Restoration of the Blue Ridge and follow up

made but no response. A copy of the Green Home Solutions estimate is enclosed (*Exhibit A*) in the Council packet. The ServPro estimate will be available at the meeting on Tuesday.

The Town has not received additional estimates for roof repair or replacement at this time.

Council should discuss next steps in greater detail at its work session January 22, 1019.

**3. Funding Allocations from Sale of Building Six (6)**

*Please see report enclosed (Exhibit B) with Council packet.*

**4. Building Two (2) Upper-Level Floor Capacity**

*Please see letter enclosed (Exhibit C) with Council packet*

**5. State of the Town Address**

This State of the Town address is an annual address which provides an opportunity to recognize the previous year's accomplishments, give a status on a Town's core services, and highlight why the Town is a great place to live, work and conduct business.

The address is normally presented by a Town or City's Mayor. In the absence of the Mayor, the Vice Mayor. These addresses are generally presented in January or February of each year.

Some of you have suggested having a State of the Town Address. Please continue to consider this opportunity and whether this is something the Council would like to move forward with. It is a wonderful public relations opportunity for the Town.