

City Council Meeting Packet



March 20, 2018

AGENDA

Norton City Council

March 20, 2018

6:00 P.M.

1. Roll Call
2. Invocation – Rev. Jim Wells
3. Pledge of Allegiance
4. Approval of Minutes
 1. Meeting of March 6, 2018
5. Audience for Visitors
6. New Business
 - A. Presentation by Representatives from the Pro-Art Board of Trustees Regarding Pro-Art Activities.
 - B. Consideration of a 2018-19 Local Government Challenge Grant Application in the Amount of \$4,500.
 - C. Authorization to Execute a Cooperative Agreement with the Family Crisis Support Services, Inc.
 - D. Resolution Authorizing a Virginia Department of Health – Office of Drinking Water’s Water Supply Assistance Grant Application for the Clear Creek Waterline Replacement Project – Phase II.
 - E. Resolution Authorizing a Virginia Department of Health – Office of Drinking Water’s Water Supply Assistance Grant Application for the Josephine Waterline Replacement Project – Phase II.

- F. Confirmation of a Check/Transfer in Excess of \$100,000.
- G. Closed Meeting for Personnel as Per Section 2.2-3711 (A) (1) of the Code of Virginia as Amended.
 - 1. Appointment to the Appalachian Community Action and Development Agency, Inc. to fill the Unexpired Term of Ethel Daniels Whose Term Expires 4/1/2022.

To 4/1/2022

- 7. Comments by the City Manager, City Attorney, and City Council.
- 8. Adjournment.

The regularly scheduled meeting of the Norton City Council was held Tuesday, March 6, 2018, at 6:00 p.m., in the Municipal Council Chambers with Vice Mayor Joseph Fawbush presiding.

Present: Mark Caruso, Robert Fultz, Jr., Joseph Fawbush, and Delores Belcher

Also Present: Fred L. Ramey, Jr., City Manager, and Bill Bradshaw, City Attorney

Absent: William Mays

The invocation was given by Pastor Freddie Powers and was followed by the Pledge of Allegiance led by Police Chief James Lane.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to adopt the minutes of the February 20, 2018, meeting as presented.

There was no response to the Mayor's Call for Visitors.

Dr. Kris Westover, President of Mountain Empire Community College (MECC), provided an update on activities at the college. Prior to the meeting, she handed out a flyer on the new Power Lineman Program and a postcard on the Never Stop Learning Program available to seniors age 60 and over. She discussed student enrollment and said the highest program participation is the arts and sciences programs or transfer programs. She mentioned she is very excited about the college's new website because it allows users to have real time market data about current jobs within a 100-mile radius. She said this will provide students with insight into the type of major or occupational field they should select to start their college course work or job training. Dr. Westover informed council that MECC was chosen as one of Aspen Institutes "Top 150 Colleges in the Nation" and that just being selected is a great honor. She said the "Top 150 Colleges" are narrowed down to the "Top 50 Colleges" then there are a series of interviews and an application that must be completed in order to be considered for the Aspen Institute's "Top College in the Nation" and the \$1,000,000 prize. She said MECC made the "Top 50" cut and has completed these requirements and is awaiting the results.

Mr. Ramey asked Dr. Westover to speak about the Southwest Virginia Workforce Development Board's initiative to make each locality in the area a certified "ACT Work Ready Community." He also inquired if she would be willing to attend a joint meeting between Wise County and the City of Norton as an advocate for the program in order to educate governmental and high school leadership about the importance of a "Work Ready Community."

Dr. Westover said MECC is a test site for the Work Ready certification and that the endorsement means that localities have job candidates with proven Work Ready skills. She said participants who receive the National Career Readiness Certificate (NCRC) drive economic development and assist in attracting and developing a skilled workforce that companies are looking to hire. She said she would be happy to attend the joint meeting between the city and Wise County to discuss the value of a "Work Ready Community."

Council expressed their appreciation to Dr. Westover for her update.

The City Manager advised that City Parks and Recreation Director Michele Knox was present to update council on the department's 2017 activities.

Ms. Knox, via a PowerPoint presentation, gave council an overview of the various events held during 2017. She said numerous classes, camps, and special activities were held for adults and children throughout the year and participants enjoyed a wide range of activities, classes, and events. Some of the activities and classes included: Oil Painting Classes, Healthy Living Classes, Senior Exercise Classes, Karate Classes, the Best Friend Festival, Summer Water Inflatables, the Christmas Parade, Environmental Classes, Youth Basketball Camps, Halloween Bash in the Park, Fourth of July Independence Day Fireworks and Parade, Pottery Camps, Engineering Camps, and several other activities. She noted the Parks and Recreation Department received a \$6,038 grant from the Department of Environmental Quality for litter prevention and recycling programs and she purchased trash receptacles and garbage bags for cleanup throughout the city. Ms. Knox said the recycling efforts of plastic, aluminum, paper, and cardboard resulted in 37,290 pounds or 18.50 tons of recyclables being collected for the year. Also, campers at Flag Rock Recreation Area last year represented 14 states and 264 camp sites were rented.

Vice Mayor Fawbush thanked Ms. Knox for her update on the 2017 Parks & Recreation activities.

Council had been presented in their packets with a Proclamation Declaring March as American Red Cross Month.

Mr. Ramey stated he was asked that the city considering recognizing Red Cross and the three members and 196 volunteers that work for the city during times of crisis. He said they are trying to remind citizens that they provide training in first aid, water safety, and other lifesaving skills and to donate to the American Red Cross.

Upon a motion by Councilwoman Belcher, seconded by Councilman Caruso, and passed by unanimous vote, Council moved to adopt the Proclamation Declaring March as American Red Cross Month. (Insert)

Council had one check to confirm. The check was to BB&T Governmental Finance, dated July 1, 2017, in the amount of \$120,935.11 to cover debt payment for work on the viaduct bridge.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to confirm the check to BB&T Governmental Finance as stated above.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to go into closed meeting to discuss personnel as per Section 2.2-3711 (A) (1) of the Code of Virginia, as amended, and to consult with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel as per Section 2-2-3711 (A) (8) of the Code of Virginia, as amended.

Vice Mayor Fawbush declared Council in closed meeting.

Upon a motion by Councilman Caruso, seconded by Councilman Fultz, and passed by unanimous vote, Council moved to go back into open meeting.

Vice Mayor Fawbush declared Council back in open meeting.

The Clerk polled each member of Council as to the Certification of Closed Meeting with each answering yes. The Clerk then read a Resolution of the Certification of Closed Meeting.

Upon a motion by Councilman Fultz, seconded by Councilman Caruso, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, NO – None, ABSENT – Mays, Council moved to adopt A Resolution of the Certification of Closed Meeting. (Insert)

Vice Mayor Fawbush opened the floor for nominations to the Norton Redevelopment and Housing Authority to fill the unexpired term of Margaret McAfee whose term expires January 28, 2021.

Councilman Fultz nominated Stephen Collins to be appointed to the Norton Redevelopment and Housing Authority to fill the unexpired term of Margaret McAfee.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved that the nominations cease.

Vice Mayor Fawbush declared Stephen Collins appointed to the Norton Redevelopment and Housing Authority to fill the unexpired term of Margaret McAfee whose term expires January 28, 2021.

In comments from the City Manager:

The city received 11.46 inches of rainfall during the month of February.

The Wise County/City of Norton Chamber of Commerce is holding a ribbon cutting ceremony for United Grocery Outlet (UGO) at 8:00 a.m., Wednesday, March 7.

The second budget/capital work session is scheduled for 8:30 a.m., Saturday, March 10, in council chambers.

There were no comments from the City Attorney.

The following comments were made by Council Members:

Councilman Caruso had no comments.

Councilman Fultz asked what date the reservoir would be stocked with fish.

Councilman Caruso advised Councilman Fultz to check the Department of Game and Inland Fisheries (DGIF) website for stocking information. He said the DGIF would publicize the month of stocking but not the exact date.

Councilman Fultz said it is good to witness the entrepreneurial spirit happening downtown and that he hopes the recent openings of four businesses within the city will encourage other entrepreneurs to start businesses.

At this time, Councilman Caruso said he met with the Entrepreneur Club at John I. Burton High School and he suggests the city invite the students to the Entrepreneurial Challenge this year.

Councilwoman Belcher concurred with Councilman Fultz.

Vice Mayor Fawbush said Norton Quick Lube is open in the old Jerry's Service Center location and the owner will have a ribbon-cutting ceremony at a later date.

He confirmed that the budget/capital meeting will be held at 8:30 a.m., Saturday, March 10, in council chambers.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, council moved to adjourn the meeting.

CITY OF NORTON, VIRGINIA

William Mays, Mayor

ATTEST:

Clerk of Council

Fred Ramey

From: Jan Zentmeyer <jzentmeyer@uvawise.edu>
Sent: Monday, March 12, 2018 8:07 AM
To: Fred Ramey
Subject: Pro-Art request/ Local Govt Challenge Grant - April 2 deadline

March 12, 2018

Mr. Fred L. Ramey, Jr.,
 City Manager, City of Norton
 618 Virginia Ave. NW
 P.O. Box 618
 Norton, VA 24273

Good Morning Fred,

I am the new (as of July, 2017) Executive Director of the Pro-Art Association and writing to respectfully ask that you consider this request to support Pro-Art in presenting arts programming in Norton and throughout the region for the 2018-19 season.

Under the Local Government Challenge Grant, the Virginia Commission for the Arts will match your contribution -- up to \$4,500 this year. Although the maximum match has been reduced from last year, Pro-Art would deeply appreciate your continued support. For many years the VCA match has been capped at \$5,000. Because we could experience cuts from all localities that support Pro-Art through the Local Government Challenge Grant, we respectfully request that the City maintain its contribution at the same level as last fiscal year.

The deadline to apply this year is April 2 and it is an online application only for the first time. If City of Norton has not formally approved its budget by that date, you may apply conditionally and confirm the funding by July 1. If you and the City Council would like, I would be glad to speak for a few minutes at your next Council meeting to explain what Pro-Art does and what programs plan to bring next year. We would very much appreciate your support which allows us to continue to bring the arts to the children and citizens of Norton.

Matching funds for 2018-2019 must be requested by the deadline and I will work with City staff in any way to complete the application as required. Your support allows us to continue to bring top quality arts performances to Virginia's Great Southwest and we appreciate your time and efforts very much.

Thank you again,

Jan

Jan Zentmeyer
 Executive Director, Pro-Art Association
jzentmeyer@uvawise.edu
 276-376-1083 (Office)
 276-708-5938 (Cell)



Grants

Purpose

Formerly Local Government Challenge Grants, Creative Communities Partnership Grants encourage local governments to support the arts.

Description

The Commission will match, up to \$4,500, subject to funds available, the tax monies given by independent town, city, and county governments to arts organizations. The money, which does not include school arts budgets or arts programming by parks and recreation departments, may be granted either by a local arts commission/council or directly by the governing board.

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Eligible Applicants

Independent city, town, or county governments in Virginia.

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Eligible Activities

Grants to independent arts organizations for arts activities in the locality. The Commission does not match payments paid to performers for specific performances. Local governments seeking such funding should apply in the Performing Arts Touring Assistance Program.

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W-9 Form Requirement

All organizations applying to the Virginia Commission for the Arts are required to provide a W-9 Form. Download a W-9 form, [HERE](#).

DUNS Number Requirement

All applicants must include their DUNS number when applying for a grant. Obtaining your DUNS number is a free, straightforward process. For more information, [click here](#).

Deadlines

The online application is due on April 2, 2018 by 5:00 p.m. for local government grants awarded in 2018-2019.

NOTE: A local government that has not approved its budget by the grant deadline may apply conditionally and confirm the application as soon as possible.

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Amount of Assistance

Up to \$4,500, subject to funds available. The local government match must be from local government funds; federal funds may not be included.

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DIRECTIONS TO OUR OFFICE



Virginia Commission for the Arts

Main Street Centre

600 East Main Street, Suite 330

Richmond, Virginia 23219

(804) 225-3132

[Contact Us](#)

Criteria for Evaluating Applications

- Artistic quality of the organizations supported by the city/county/town
- Clearly defined policies and procedures for awarding local funds to arts organizations
- Degree of involvement of artists and arts organizations in the local process of awarding grants
- Community impact including number of participants, duration of program, and other public and private sector involvement
- Description of ongoing local government support for arts programs and funding

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Application Review/Payment Procedure

1. Local governments submit complete application forms by the deadline.
2. The Commission staff reviews each application for completeness and eligibility.
3. The Commission staff makes recommendations on levels of funding for each application.
4. The Commission board reviews the staff recommendations and takes final action on the applications in June.
5. After confirmation of the grant award, each local government will confirm in writing to the Commission that its governing board has appropriated the matching funds and the funds from the Commission. This confirmation must take the form of the appropriate page of the local government's approved 2018-2019 budget or a copy of the check (s) to the sub grantee (s). The Commission will pay the grant in full after receiving this confirmation no later than February 1, 2019.

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Application and Final Report Forms

- [Creative Communities Partnership Certification of Assurances](#)
- [Creative Communities Partnership Sub Grantee Information Form](#)
- ONLINE grants system, HERE: <https://www.grantinterface.com/Home/Logon?urlkey=vca>

Family Crisis Support Services, Inc. & Norton Police Department

Family Crisis Support Services, Inc. and City of Norton Police Department (NPD) have agreed to the following measures that will enable both agencies to provide better services to victims of violent crimes and homelessness. The procedures agreed to herein are intended to ensure that victims of violent crimes and homelessness will receive information and referral about services available and protect their rights. These procedures are also designed to prevent further victimization by law enforcement, prosecutors, and the criminal justice process. This agreement broadly defines services provided by each agency.

Family Crisis Support Services, Inc.

Family Crisis Support Services, Inc. (FCSS) will provide the following services whenever possible:

- I. FCSS will maintain a 24-hour crisis hotline providing information and referral to the collaborative partner named herein.
- II. FCSS will provide emergency shelter for individuals (and their families) who are experiencing homelessness, domestic violence, sexual assault, and stalking.
- III. FCSS will provide emergency transportation to the shelter.
- IV. FCSS will provide referrals to legal assistance.
- V. FCSS will provide legal advocacy and assist in applying for and obtaining protective orders.
- VI. FCSS will provide hospital and court accompaniment.
- VII. FCSS will provide community education, public awareness, and trainings to enhance services provided.
- VIII. FCSS will make available to all collaborative partners information of services provided through brochures including hotline information to be given to specific population.
- IX. FCSS will provide all victims with an individualized safety plan upon exit of program.
- X. FCSS will provide crisis and supportive counseling to victims of violent crimes.
- XI. FCSS will ensure the needs of children are addressed and referred to appropriate service agencies.
- XII. FCSS will provide aftercare services to each individual/family served.

City of Norton Police Department (NPD)

The City of Norton Police Department will provide the following services whenever possible:

- I. NPD will refer individuals and families to FCSS at their discretion.

- II. NPD will make information available about services provided by the collaborative agency. This information will be provided by FCSS.
- III. NPD will provide representation to serve on Task Force and Sexual Assault Response Team to ensure the highest qualities of services are being provided by FCSS.

This agreement is effective March 1, 2018 and will remain effective until March 1 2021 or until termination of writing by participating agencies. This agreement will be amended, modified, and/or expanded as deemed necessary by participating parties and mutually agreed upon in writing.

Marybeth M. Adkins, MA
 Marybeth Adkins, M.A., Executive Director
 Family Crisis Support Services, Inc.

3/14/18
 Date

 Chief, City of Norton Police Department

 Date

 City Manager, City of Norton

 Date

**CITY OF NORTON
CLEAR CREEK WATERLINE REPLACEMENT PROJECT - PHASE II**

**VIRGINIA DEPARTMENT OF HEALTH
WATER SUPPLY ASSISTANCE GRANT FUND**

RESOLUTION

WHEREAS, the City of Norton, wishes to apply for funding from the Virginia Department of Health – Office of Drinking Water’s Water Supply Assistance Grants Program, for its “**Clear Creek Waterline Replacement Project - Phase II**”;

WHEREAS, the Virginia Department of Health – Office of Drinking Water has funded projects for the City of Norton and this project meets the Water Supply Assistance Grants Program funding requirements;

WHEREAS, the project costs and additional information supporting the projects needs will be detailed in an application to be submitted on or before April 01, 2018; and,

WHEREAS, the “**Clear Creek Waterline Replacement Project - Phase II**” will continue the improvements of the System-Wide Water Improvements Projects, replacing and/or repairing existing lines and appurtenances within the system that are a source of continual leakage/repair and that may not currently meet the requirements of the Virginia Department of Health.

THEREFORE, BE IT RESOLVED that the City of Norton Council hereby votes and agrees to seek funding from the Office of Drinking Water for the project and agree to serve as the legal applicant for this project. Furthermore, the City Manager is hereby authorized to sign and submit any and all appropriate documents on behalf of the City of Norton relevant to this Virginia Department of Health’s Water Supply Assistance Grants Program Application, contingent upon review and concurrence of the City’s attorney.

Motion by: _____ Seconded by: _____

Aye _____ Nay _____ Absent _____

Adopted this the 20th day of March 2018.

William Mays, Mayor

Attest:

Clerk of City Council

**CITY OF NORTON
JOSEPHINE WATERLINE REPLACEMENT PROJECT - PHASE II**

**VIRGINIA DEPARTMENT OF HEALTH
WATER SUPPLY ASSISTANCE GRANT FUND**

RESOLUTION

WHEREAS, the City of Norton, wishes to apply for funding from the Virginia Department of Health – Office of Drinking Water’s Water Supply Assistance Grants Program, for its **“Josephine Waterline Replacement Project - Phase II”**;

WHEREAS, the Virginia Department of Health – Office of Drinking Water has funded projects for the City of Norton and this project meets the Water Supply Assistance Grants Program funding requirements;

WHEREAS, the project costs and additional information supporting the projects needs will be detailed in an application to be submitted on or before April 01, 2018; and,

WHEREAS, the **“Josephine Waterline Replacement Project - Phase II”** will continue the improvements of the System-Wide Water Improvements Projects, replacing and/or repairing existing lines and appurtenances within the system that are a source of continual leakage/repair and that may not currently meet the requirements of the Virginia Department of Health.

THEREFORE, BE IT RESOLVED that the City of Norton Council hereby votes and agrees to seek funding from the Office of Drinking Water for the project and agree to serve as the legal applicant for this project. Furthermore, the City Manager is hereby authorized to sign and submit any and all appropriate documents on behalf of the City of Norton relevant to this Virginia Department of Health’s Water Supply Assistance Grants Program Application, contingent upon review and concurrence of the City’s attorney.

Motion by: _____ Seconded by: _____

Aye _____ Nay _____ Absent _____

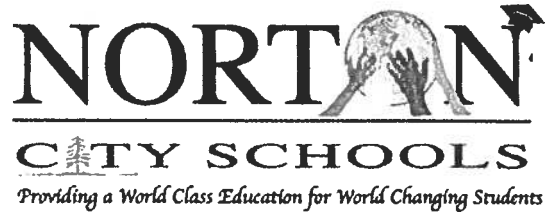
Adopted this the 20th day of March 2018.

William Mays, Mayor

Attest:

Clerk of Council

SCHOOL BOARD
Sherry Adams, Chairperson
Mark Leonard, Vice-Chairperson
Carol Caruso
April Fletcher
Joseph Stallard



DIVISION SUPERINTENDENT
Dr. Gina J. Wohlford
gwohlford@nortoncityschools.org
Phone 276.679.2330
Fax 276.679.4315

TO: Jeff Shupe
FROM: Jacqueline Brooke
SUBJECT: Request for Funds

DATE: February 26, 2018

Norton City Schools requests a deposit of City Funds in the amount of \$125,000 to cover February 2018 payroll expenditures.

Thank you!