

March 10, 2020

MINUTES OF THE BROOKNEAL TOWN COUNCIL

7:00 PM – The regular meeting of the Brookneal Town Council

The municipal government of the Town of Brookneal met with the following members present:

James Nowlin, Mayor
Richard Adams, Vice Mayor
Barbara Laprade, Mark Wilkes, Joseph David and Cynthia Johnson, Council Members
Russell Thurston, Town Manager
Bobbie Waller, Clerk/Treasurer
Mike Crews, Public Works Director
Richard Baldwin, Chief of Police
Absent: Phyllis Campbell, Council Member

INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA

Upon motion by Mark Wilkes, seconded by Richard Adams, and unanimously carried, Council approved the agenda for the March 10, 2020, regular meeting of the Brookneal Town Council.

MINUTES

Upon motion by Joseph David, seconded by Mark Wilkes, and unanimously carried, Council approved the minutes for the January 14, 2020 and February 11, 2020, Town Council meetings.

TREASURER'S REPORT

Mayor Nowlin asked that the February 2020, March 2020 and revised January 2020 treasurer's reports be filed for audit.

PRESENTATION AND APPROVAL OF INVOICES

Be it resolved that motion was made by Richard Adams, seconded by Joseph David, and unanimously carried, authorizing the payment of the invoices for the period of January 15, 2020 to February 11, 2020 in the amount of \$27,253.94 and the period of February 12, 2020 to March 10, 2020 in the amount of \$5,251.67

PUBLIC COMMENT

Pastor Jerry Stanfield, of Childrey Baptist Church, suggested the Town consider having a veteran's day parade in November. He also suggested flags on the flagpoles featuring veterans' pictures that would be sponsored by the individual's family.

Councilperson David suggested checking with the Brookneal Elementary School to see if they would incorporate a parade into their normal veteran's day activities. He also suggested checking with the Chamber of Commerce to see if they might be interested in sponsoring that.

POLICE REPORT

Police Chief Richard Baldwin presented the police report for February 2020. He said of the 68 calls for service last month, 63 were answered by the Brookneal Police Department and 5 by the Campbell County Sheriff's office.

PUBLIC WORKS REPORT

Public Works Director Mike Crews said that the Town reservoir officially opened March 2, 2020, and there has already been about 20 fishing permits issued. He said the crypto testing has been unofficially completed; he said they are waiting on a letter from VDH to confirm that. He said that Pastor Adams from Ebenezer Baptist Church has requested use of the ball park for an Easter egg hunt on April 4, 2020 from 11 a.m. to 1 p.m.

SPRING CLEAN UP

Public Works Director Mike Crews said that spring clean-up is scheduled for March 23-April 3, 2020.

TOWN MANAGER REPORT

Town Manager Russell Thurston said that there will be a budget meeting on March 11 at 11 a.m. He said the new garbage truck is still scheduled to be delivered this month.

Mr. Thurston said that he has entered into an agreement with a consulting firm to start the hotel/lodging feasibility study.

MOTION TO REPEAL AND REPLACE TOWN CODE SECTIONS 34.089, 34.090, 34.094, 34.096 CHANGING THE DEADLINE FOR FILING BUSINESS LICENSE APPLICATIONS FROM FEBRUARY 1 OF EACH YEAR TO MARCH 1 OF EACH YEAR

Upon motion by Joseph David, seconded by Mark Wilkes, and unanimously carried, the Council voted to repeal the Town code sections 34.089, 34.090, 34.094, and 34.096.

Upon motion by Joseph David, seconded by Mark Wilkes, and unanimously carried, the Council voted to adopt the revised town code sections 34.089, 34.090, 34.094, and 34.096 that change

the deadline for filing business license applications from February 1 of each year to March 1 of each year.

FY19 AUDIT

Town Manager Russell Thurston talked about the audit report for FY19 from Creedle, Jones & Associates. He pointed out that revenues were 2.88% over what was budgeted and expenditures were 4.48% less than what was budgeted. He said that for another year, as we have in the past 10 years, the Town posted monies to cash and cash equivalents.

Upon motion by Richard Adams, seconded by Barbara Laprade, the Council voted to accept and approve the audit report for FY19.

RESOLUTION TO ADOPT THE UPDATED CAMPBELL COUNTY ALL HAZARDS ALL DISCIPLINES PLAN (EMERGENCY OPERATIONS PLAN)

Upon motion by Joseph David, seconded by Cynthia Johnson, and unanimously carried, the Council voted to adopt the following updated Campbell County All Hazards All Disciplines Plan (Emergency Operations Plan).

A verbal vote was taken as follows:

Ms. Laprade	Aye
Ms. Johnson	Aye
Mr. Adams	Aye
Mr. David	Aye
Mr. Wilkes	Aye
Mayor Nowlin	Aye

ADOPTION OF THE UPDATED CAMPBELL COUNTY ALL HAZARDS ALL DISCIPLINES PLAN (EMERGENCY OPERATIONS PLAN)

On motion it was resolved the Town Council adopts the following resolution:

WHEREAS, the Town Council of the Town of Brookneal, Virginia, recognizes the need to prepare for, respond to, and recover from natural and man-made disasters, and

WHEREAS, the Town Council has a responsibility to provide for the safety and well being of its citizens and visitors, and

WHEREAS, the Town of Brookneal recognizes that the County of Campbell has established and appointed a Director and Coordinator of Emergency Services.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Town Council of the Town of Brookneal, Virginia, that this Emergency Operations Plan as revised in 2015, adopted

by the Campbell County Board of Supervisors in February 2016, and having also been updated again in 2020, is officially adopted, and

IT IS FURTHER PROCLAIMED AND ORDERED the Director of Emergency Services, or his/her designees, are tasked and authorized to maintain and revise as needed this document over the next four-year period or until the time ordered to come before the Brookneal Town Council and/or Campbell County Board of Supervisors.

Adoption occurred at the regular meeting of the Town of Brookneal Council held on the 10th day of March 2020, at the Brookneal Town Council Chambers, Brookneal, VA.

APPROVED:

James Nowlin, Mayor, Town of Brookneal

Attest:

Clerk, Town of Brookneal

REQUEST FOR TRANSFERS OF APPROPRIATION

Upon motion by Mark Wilkes, seconded by Joseph David, and unanimously carried, the Council voted to approve the following transfers of appropriation.

REQUEST FOR TRANSFERS OF APPROPRIATION

To: Brookneal Town Council

Date: February 11, 2020

The following **Appropriation Transfers** are requested for **FY2020**:

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Police--Overtime--01-3101-1002	\$ 2,000.00	\$6,000.00	\$1,186.01
<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Police--Vehicle Fuel--01-3101-5408	\$ 1,000.00	\$7,600.00	\$3,927.63
<u>Category--Expense</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>

Contingency Fund—01-8102-7010	\$ 1,000.00	\$6,519.32	\$6,519.32
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To cover police overtime that has went over budget for FY20.

Respectfully requested by:

Treasurer

Date

COMMITTEE RECOMMENDATIONS

Vice Mayor Adams said that his committee is working on the budget for FY21, but there is nothing to report yet because the project is ongoing.

Physical Development Committee Chairperson Mark Wilkes said that they had a meeting at 6 p.m. with Pastor Jerry Stanfield to discuss the community building project Mr. Stanfield has proposed. He said they discussed beautifying the community building grounds by doing a landscaping project. He said they discussed removing some trees, cutting back the shrubbery including the boxwoods, and landscaping the area. He said that they are going to work on obtaining some more quotes in addition to the one they have received from Jerry Epps. He said they are going to meet again on April 14, 2020 to further work on this project.

ITEMS FROM TOWN COUNCIL

Councilperson Laprade said that she was excited about the Health Fair that is coming up on April 11, 2020 at the Crossing Point building on Booker Road from 9 a.m. to 1 p.m. She said that representatives from multiple agencies will be coming to speak and discuss the 8 dimensions of wellness including financial and occupational health.

Councilperson David suggested having someone from SCS Broadband attend the April 2020 meeting to discuss the availability of their high-speed internet in the Town of Brookneal. Mr. Thurston pointed out that he has been getting conflicting reports about the availability of the internet service here in Town.

Councilperson Wilkes reminded everyone of the Unity in the Community event sponsored by the Campbell County Sheriff's Office on March 28, 2020 from 9 a.m. to 1 p.m. at the Crossing Point building on Booker Road.

Ms. Waller reminded everyone of the Patrick Henry Family Services ribbon cutting/grand opening event on March 19 at 2 p.m.

Chief Baldwin told the Council that he has talked to Pastor Stanfield about putting together a program/support group for families in the area that are suffering due to friends and family members who are alcohol/drug abusers. He said they are meeting to work on this.

ADJOURNMENT

Upon motion by Mark Wilkes, seconded by Barbara Laprade, and unanimously carried, Mayor Nowlin announced that the March 10, 2020 Council meeting was adjourned.

Bobbie A. Waller
Clerk/Treasurer

James Nowlin
Mayor