

Town Council Agenda

Tuesday, October 25, 2016

7:00 PM

Clifton Forge Council Chambers

547 Main Street





TOWN OF CLIFTON FORGE

547 MAIN STREET · P. O. BOX 631
CLIFTON FORGE, VIRGINIA 24422
(540) 863-2500 / 2501 · FAX (540) 863-2534
www.cliftonforgeva.gov

**COUNCIL AGENDA
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, OCTOBER 25, 2016
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION BY

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

**PUBLIC HEARING AND FIRST READING OF ORDINANCE ENACTING
RENTAL INSPECTION DISTRICT TWO**

In November, 2015, Council adopted the rental inspection program and established District One. In order to continue with the program, it is necessary to now adopt the ordinance to add District Two to the program. District Two will include the following areas:

Church Street from Commercial Avenue to Roxbury Street, Pine Street from Commercial Avenue to West Pine Street, Howard Street from Brussels Avenue to McCormick Boulevard, Agnes Street, Lafayette Street from Brussels Avenue to McCormick Boulevard, Revere Street, from Brussels Avenue to McCormick Boulevard, Rose Avenue from Church Street to I-64 and Brussels Avenue from Church Street to Revere Street.

RECOMMENDATION: Proceed to second reading of Ordinance to enact the second District

PRESENTATION

FRIENDS OF THE LIBRARY—Dick Deaton

CONSENT AGENDA

- 1. MINUTES October 13, 2016 Council Meeting
 October 18, 2016 Work Session**

RECOMMENDATION: Approve minutes from October 13 & 18, 2016

ACTION ITEMS

2. RESOLUTION TO ESTABLISH THE NEED FOR A RENTAL INSPECTION DISTRICT

To maintain legal compliance, this resolution is necessary in order to continue with the rental inspection program in District Two once the ordinance is adopted on November 5, 2016.

RECOMMENDATION: Adopt resolution

3. RESOLUTION FOR 2016 PERSONAL PROPERTY TAX RELIEF ALLOCATION

Since 2005, the Town receives a lump sum of funds from the Commonwealth for personal property tax relief. This year, as in the preceding years, the Town received \$316,643.68. According to code, the tax relief must be allocated so as to eliminate personal property tax for qualifying personal use vehicles valued at \$1,000 or less. The tax relief can only be applied to the first \$20,000 of value of a vehicle. Vehicles which do not meet the definition of qualifying are, for example, including but not limited to, business use vehicles, farm use vehicles, motor homes, etc.

The tax relief must be at a sufficient percentage to fully utilize all the funds received from the Commonwealth. For 2016 the tax relief amount will be 67% which is the same as 2015.

RECOMMENDATION: Adopt resolution

4. MOTION TO CANCEL NOVEMBER 22 AND DECEMBER 27, 2016 MEETINGS DUE TO HOLIDAYS WITH THE OPTION TO CALL A SPECIAL MEETING IF NECESSARY

RECOMMENDATION: Approve meeting cancellations

5. DEPARTMENT REPORTS

- Police Department
- Public Library
- Public Works Department
- Water Treatment Plant
- Community Development
- Fire Department
- Finance Department

RECOMMENDATION: Accept reports

INFORMATION

Annual leaf pick-up will begin on October 31 and continue through December 9, 2016. The town will pick up loose and bagged leaves and street side service will be completed first following the zone schedule, with alleys completed last. The Public Works Department asks that you do not mix limbs in with the leaves as the leaf machine cannot pick-up the limbs and it makes collection efforts difficult. Also, as a reminder, regular brush and bulk pick up will be suspended during leaf collection. A complete list of the schedule for each zone is posted on the Town's website and area bulletin boards and for any questions you may contact Public Works at 863-2517.

Town offices will be closed on Friday, November 11, 2016 in honor of the Veteran's Day holiday.

MANAGER'S COMMENTS

UPCOMING EVENTS

CLIFTON FORGE PUBLIC LIBRARY

HALLOWEEN PARTY (AGES 3-12)-THURSDAY, OCTOBER 27, 2016, 4-5 PM

**FRIENDS OF THE LIBRARY BOOK SALE—FRIDAY, NOVEMBER 4, 2016,
10 AM – 5 PM AND SATURDAY, NOVEMBER 5, 2016, 10 AM – 1 PM**

**PRESCHOOL STORY TIME—WEDNESDAY, NOVEMBER 16, 2016, 11 AM –
12 PM**

CLIFTON FORGE MAIN STREET

CHRISTMAS TREE LIGHTING—FRIDAY, NOVEMBER 18, 2016, 6 PM

CHRISTMAS PARADE—FRIDAY, DECEMBER 2, 2016, 6 PM

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, NOVEMBER 18, 2016, 7 PM

MASONIC AMPHITHEATRE

SOUPER SUNDAY-- SUNDAY, NOVEMBER 6, 2016, 1 PM

MASONIC THEATRE

**“SOMETHING WICKED”— FRIDAY, OCTOBER 28, 2016, AND SATURDAY,
OCTOBER 29, 2016, 7 – 11 PM**

**CAMELOT THEATRE COMPANY PRESENTS: INTO THE WOODS—
FRIDAY, OCTOBER 28, 2016, 7-9 PM, SATURDAY, OCTOBER 29, 2016, 1-3
PM AND 7-9 PM, AND MONDAY, OCTOBER 31, 2016, 7-9 PM**

**KING OF THE COWBOYS, RIDERS IN THE SKY SALUTE ROY ROGERS—
SUNDAY, OCTOBER 30, 2016, 4-6 PM**

“TO KILL A MOCKINGBIRD”—TUESDAY, NOVEMBER 1, 2016, 7 PM

**THE MASONIC PLAYERS PRESENT: THE MIRACLE WORKER—FRIDAY
AND SATURDAY, NOVEMBER 11 AND 12, 2016, 7-9 PM, AND SUNDAY,
NOVEMBER 13, 2016, 3-5 PM**

**APPALFOLKS OF AMERICA ASSOCIATION PRESENTS: MEMORIES OF
ELVIS—FRIDAY, NOVEMBER 18, 2016, 8-10 PM**

**AN EVENING WITH BUDDY HOLLY: FEATURING ROBBIE LIMON—
SATURDAY, NOVEMBER 19, 2016, 7:30 – 9 PM
SHOWING OF “THE PRINCESS BRIDE” MOVIE—SATURDAY,
NOVEMBER 26, 2016, 1 PM**

**APPALFOLKS OF AMERICA ASSOCIATION PRESENTS: VIRGINIA
OPRY—SATURDAY, NOVEMBER 26, 2016, 8-10 PM**

PUBLIC COMMENTS

COUNCIL COMMENTS

**NOTICE OF PUBLIC HEARING
TO CONSIDER ADOPTION OF RENTAL
INSPECTION DISTRICT TWO**

Please take notice that Clifton Forge Town Council will hold a public hearing on October 25, 2016 at 7:00 p.m. at Clifton Forge Town Hall, second floor Council Chambers 547 Main St. Clifton Forge, Virginia 24422 to consider adoption of Section 22-117 (c) which creates Rental Inspection District Two (2) within the Town of Clifton Forge as follows:

Church Street from Commercial Avenue to Roxbury Street, Pine Street from Commercial Avenue to West Pine Street, Howard Street from Brussels Avenue to McCormick Boulevard, Agnes Street, Lafayette Street from Brussels Avenue to McCormick Boulevard, Revere Street, from Brussels Avenue to McCormick Boulevard, Rose Avenue from Church Street to I-64 and Brussels Avenue from Church Street to Revere Street.



District 2

**ORDINANCE ENACTING
RENTAL INSPECTION DISTRICT TWO (2)
TO THE CODE OF ORDINANCES
FOR THE TOWN OF CLIFTON FORGE, VA**

BE IT ORDAINED by Clifton Forge Town Council that Sec. 22-117 (c) is hereby adopted and enacted as follows:

- (c) There is hereby created a rental inspection District Two (2) within the Town of Clifton Forge as follows:

Church Street from Commercial Avenue to Roxbury Street, Pine Street from Commercial Avenue to West Pine Street, Howard Street from Brussels Avenue to McCormick Boulevard, Agnes Street, Lafayette Street from Brussels Avenue to McCormick Boulevard, Revere Street, from Brussels Avenue to McCormick Boulevard, Rose Avenue from Church Street to I-64 and Brussels Avenue from Church Street to Revere Street.

First Reading: October 25, 2016

Second Reading: November 8, 2016



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**COUNCIL MINUTES
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. WEDNESDAY, OCTOBER 13, 2016
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION BY DAVID DAVIS

CALL TO ORDER: Mayor Carl Brinkley called the meeting to order at 7:02 pm.

PRESENT: Mayor Carl Brinkley, Vice Mayor Gayle Hillert, Councilwoman Johnette Roberts, and Councilman Jeff Irvine

ABSENT: Councilman Robert Umstead

ALSO PRESENT BUT NOT ON THE ROLL: LeeAnna Tyler, Finance Director, and David Davis, Town Attorney

PLEDGE OF ALLEGIANCE: Mayor Brinkley led the attendees and council in the pledge of allegiance.

PRESENTATION

RESOLUTION OF RECOGNITION FOR WANDA DAVIS—Mayor Brinkley

CONSENT AGENDA

- 1. MINUTES** **September 20, 2016** **Work Session**
 September 27, 2016 **Council Meeting**

RECOMMENDATION: Approve minutes from September 20 & September 27, 2016

Motion to approve minutes

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

ACTION ITEMS

1. PARADE AND STREET CLOSURE REQUEST

Clifton Forge Main Street is requesting to hold the annual Christmas Parade on Friday, December 2, 2016, beginning with line-up at 5:15 PM and the parade starting at 6 PM. The parade will progress from the 400 block of E. Ridgeway Street to the Clifton Forge Fire Department on D Street as it has in the past with the same street closures as in previous years.

RECOMMENDATION: Grant request

Motion to grant request

Motion made by: Vice Mayor Hillert

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

2. MOTION TO RESCIND THE 2007 WATER AGREEMENT WITH ALLEGHANY COUNTY AND THE TOWN OF IRON GATE

RECOMMENDATION: Make formal motion to rescind 2007 agreement as noted

Motion to rescind 2007 water agreement

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

3. APPROVE NEW WATER RATE FOR FY17 FOR THE COUNTY PURCHASE OF WATER

With the approval of the new water agreement by both the Town and the County, the rate charged the County will be a two-tiered rate:

\$3.71/1,000 gallons with a rate of \$4.53/1,000 gallons when the daily use exceeds 408,000 gallons

RECOMMENDATION: Approve two-tiered rate retroactive to July 1, 2016

Motion to approve new water rate for the County purchase of water

Motion made by: Vice Mayor Hillert

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

Councilman Irvine	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 4-0

4. ORDINANCE TO DELETE SECTION 34-71 FROM THE TOWN CODE

In the recodification of the town code, adopted on April 14, 2015, Section 34-71 was inadvertently included. This section, which addresses the price of lots in Mountain View Cemetery, was superseded by Section 34-5, adopted by Town Council in August, 2011.

RECOMMENDATION: Adopt ordinance to delete Section 34-71

Motion to delete section 34-71 from the town code

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

MANAGER’S COMMENTS

Mrs. Burcham advised that there were 50 transactions performed during the last visit from the DMV2Go bus.

Mrs. Burcham mentioned the vandalism in the downtown area, which included damage to lighting and flags at the Clifton Forge School of the Arts, as well as the recent vandalism at the Little Free Library. She encouraged residents to report incidents to the Police Department.

Mrs. Burcham stated that after the last Parks and Trails meeting to discuss improvements to Washington Park a letter was to be sent out seeking donations and three donations for a total of \$2,500 have been received.

Lastly, Mrs. Burcham reminded everyone of the Fall Festival beginning at noon on Friday and encouraged everyone to come out and visit.

UPCOMING EVENTS

CLIFTON FORGE PUBLIC LIBRARY

PRESCHOOL STORY TIME—WEDNESDAYS, OCTOBER 19 & NOVEMBER 16, 2016, 11 AM – 12 PM

HALLOWEEN PARTY (AGES 3-12)-THURSDAY, OCTOBER 27, 2016, 4-5 PM

FRIENDS OF THE LIBRARY BOOK SALE—FRIDAY, NOVEMBER 4, 2016, 10 AM – 5 PM AND SATURDAY, NOVEMBER 5, 2016, 10 AM – 1 PM

CLIFTON FORGE MAIN STREET

CHRISTMAS TREE LIGHTING—FRIDAY, NOVEMBER 18, 2016, 6 PM

CHRISTMAS PARADE—FRIDAY, DECEMBER 2, 2016, 6 PM

CLIFTON FORGE SCHOOL OF THE ARTS

**JAMMIN AT THE MILL—FRIDAY, OCTOBER 21 & NOVEMBER 18, 2016,
7 PM**

MASONIC AMPHITHEATRE

SOUPER SUNDAY-- SUNDAY, NOVEMBER 6, 2016, 1 PM

MASONIC THEATRE

**APALFOLKS OF AMERICA STARS PROGRAM—FRIDAY, OCTOBER 14,
2016, 7 – 9 PM**

**“SOMETHING WICKED”—FRIDAY, OCTOBER 21, SATURDAY,
OCTOBER 22, FRIDAY, OCTOBER 28, 2016, AND SATURDAY, OCTOBER
29, 2016, 7 – 11 PM**

**CAMELOT THEATRE COMPANY PRESENTS: INTO THE WOODS—
FRIDAY, OCTOBER 28, 2016, 7-9 PM, SATURDAY, OCTOBER 29, 2016, 1-3
PM AND 7-9 PM, AND MONDAY, OCTOBER 31, 2016, 7-9 PM**

**KING OF THE COWBOYS, RIDERS IN THE SKY SALUTE ROY ROGERS—
SUNDAY, OCTOBER 30, 2016, 4-6 PM**

**THE MASONIC PLAYERS PRESENT: THE MIRACLE WORKER—FRIDAY
AND SATURDAY, NOVEMBER 11 AND 12, 2016, 7-9 PM, AND SUNDAY,
NOVEMBER 13, 2016, 3-5 PM**

**APPALFOLKS OF AMERICA ASSOCIATION PRESENTS: MEMORIES OF
ELVIS—FRIDAY, NOVEMBER 18, 2016, 8-10 PM**

**AN EVENING WITH BUDDY HOLLY: FEATURING ROBBIE LIMON—
SATURDAY, NOVEMBER 19, 2016, 7:30 – 9 PM**

**APPALFOLKS OF AMERICA ASSOCIATION PRESENTS: VIRGINIA
OPRY—SATURDAY, NOVEMBER 26, 2016, 8-10 PM**

PUBLIC COMMENTS

William Vickery addressed Council on the idea of a dog park and asked if the Town owns the triangular grassy area beside Northwest and stated that it would make a good spot for a dark park.

COUNCIL COMMENTS

Councilman Irvine thanked everyone for coming. He thanked Wanda Davis for her years of service and thanked the Parks and Trails Committee.

Councilwoman Roberts thanked everyone for coming and encouraged everyone to come out to the Fall Festival. She congratulated Wanda on her retirement and stated that she has been a great employee who was always very helpful. Lastly, she mentioned the Masonic events schedule.

Vice Mayor Hillert congratulated Wanda on her retirement. She stated that she was always a smiling person who was a wonderful addition to the Town and that she will be missed. Mrs. Hillert mentioned the Fall Festival and stated that thousands attend each year and encouraged everyone to come out and show their support.

Mayor Brinkley mentioned the Parks and Trails meeting regarding Washington Park and stated that the move is now progressive and on the right track for a very worthwhile project.

**CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-1
LEGAL AND A-3 REAL ESTATE AND A30 CONTRACT**

Motion made by: Councilwoman Roberts

TIME: 7:20 PM

Seconded by: Councilman Irvine

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

Motion to return to open session

TIME: 7:52 PM

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

Motion to certify only indicated items were discussed

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

Motion to declare turntable surplus property

Motion made by: Councilwoman Roberts

Motion seconded by: Vice Mayor Hillert

ROLL CALL VOTE

Councilman Irvine	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 4-0

Motion to authorize Mayor to sign Option Contract to sell turntable to C & O

Motion made by: Councilman Irvine

Motion seconded by: Vice Mayor Hillert

ROLL CALL VOTE

Councilman Irvine	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 4-0

Motion to approve resolution of support for the C & O Historic Society for the preservation and rehabilitation of the historic C & O Railway shops and roundhouse turntable

Motion made by: Councilwoman Roberts

Motion seconded by: Vice Mayor Hillert

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

Motion to approve sandwich board for “Haunted Heritage Tours” to be placed at Town Hall on the nights being held

Motion made by: Councilwoman Roberts

Motion seconded by: Councilman Irvine

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

Motion to adjourn

TIME: 8:10 PM

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

Councilman Irvine Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-0

**TOWN COUNCIL OF CLIFTON FORGE RESOLUTION
SUPPORTING THE CHESAPEAKE & OHIO HISTORIC SOCIETY, INC.
PRESERVATION AND REHABILITATION OF THE HISTORIC C&O RAILWAY
CLIFTON FORGE SHOPS & ROUNDHOUSE TURNTABLE**

WHEREAS, The Chesapeake & Ohio Historic Society, Inc. (“COHS”) desires to file an application for funding of its project entitled *C&O Heritage Expansion: Acquisition, Preservation, Rehabilitation and Operation of the Historic C&O Railway Clifton Forge Shops & Roundhouse Turntable – Phase Two* (the “Project”); and,

WHEREAS, the Virginia General Assembly, through enactment of the Virginia Department of Transportation (“VDOT”) Transportation Alternatives (TA) Program, provides funding for preservation and procurement of historic transportation facilities in the Commonwealth of Virginia by grant application made to the Virginia Department of Transportation; and,

WHEREAS, the COHS’s *Railway Heritage Center* is an important element of the retail and tourism industry of the Town of Clifton Forge thereby strengthening the local economy; and,

WHEREAS, the COHS’s *Railway Heritage Center* has been expanded and enhanced by the *C&O Heritage Expansion – Phase One, Federal Agreement #TEA – 5105108* grant, funded by VDOT through the Inter-modal Surface Transportation Efficiency Act of 1991 (ISTEA) Transportation Enhancement (TE) Program in 2006; and,

WHEREAS, the Town of Clifton Forge owns the historic C&O Railway Shops & Roundhouse Turntable (the “Turntable”) located in Clifton Forge; and,

WHEREAS, the Town of Clifton Forge supports the Project and has agreed to sell the Turntable to COHS for preservation, rehabilitation and continued operation; and,

WHEREAS, the Virginia Department of Transportation and the Commonwealth Transportation Board have established procedures for grant applications including required community sponsorship (the “Eligible Project Sponsor”); and,

WHEREAS, the Town of Clifton Forge has agreed to be in partnership with, and the Eligible Project Sponsor for, the grant application by the Town on behalf of the COHS to the Virginia Department of Transportation for the Project.

NOW, THEREFORE BE IT RESOLVED, that the Town of Clifton Forge does hereby endorse and fully support the application of The Chesapeake & Ohio Historical Society, Inc., to the Virginia Department of Transportation for a 2016-2017 Transportation Alternatives grant for the *C&O Heritage Expansion: Acquisition, Preservation, Rehabilitation and Operation of the Historic C&O Railway Clifton Forge Shops & Roundhouse Turntable – Phase Two*, and

BE IT FURTHER RESOLVED, that the Town of Clifton Forge agrees to serve as an Eligible Project Sponsor as defined in the August 2015 Transportation Alternatives Program Guide for the Project application, and

BE IT FURTHER RESOLVED, that the Town of Clifton Forge authorizes its Town Manager to file on behalf of the Town of Clifton Forge the *C&O Heritage Expansion: Acquisition, Preservation, Rehabilitation and Operation of the Historic C&O Railway Clifton Forge Shops & Roundhouse Turntable – Phase Two* application as the Eligible Project Sponsor with the Virginia Department of Transportation and execute any and all necessary other documents required of the Eligible Project Sponsor.

OPTION CONTRACT

For and in consideration of the sum of ONE HUNDRED DOLLARS (\$100.00) receipt of which is hereby acknowledged, the TOWN OF CLIFTON FORGE, VIRGINIA (the "Town") whose address is 547 Main Street, Clifton Forge, Virginia 24422 grants to THE CHESAPEAKE & OHIO HISTORICAL SOCIETY, INC. ("COHS") whose address is 312 East Ridgeway Street, Clifton Forge, Virginia 24422 the exclusive right and option to purchase the Turntable unit, its pivot and all attachments, located at the abandoned CSX Locomotive Shops in Clifton Forge, Virginia (collectively the "Turntable") upon the following terms and conditions:

The option period shall be from the date defined below until June 30, 2017 and ^{Spring} maybe renewed by the COHS in writing and payment of an additional Five Hundred Dollars (\$500) which shall ~~also~~ be applied to the purchase price at closing, at any time prior to the expiration of the initial option term for an additional term of nine (9) months until March 31, 2018. Upon exercising this Option Contract, the COHS shall have thirty (30) to close on the sale and an additional sixty (60) days to remove the Turntable.

The option shall be exercisable at any time during the initial or any renewal term of this Option Contract upon fifteen (15) business days' written notice to the Town by certified mail at Town's business address being 547 Main Street, Clifton Forge, Virginia 24422.

Upon acceptance of this Option Contract by the Town, the Clifton Forge Town Council shall provide a Resolution endorsing COHS's application to the Virginia Department of Transportation ("VDOT") for the "Phase Two funding of the Track Improvement Project" of COHS which includes the monies to purchase the Turntable. This Option Contract is contingent on the Clifton Forge Town Council's approved Resolution endorsing the Phase Two funding of the Track Improvement Project for COHS by October 22, 2016 which is intended to be included in the COHS's application to VDOT for funding of the Phase Two Track Improvement Project. If the Town fails to pass the supporting Resolution by October 22, 2016, then this Option Contract is void and the Town will remit the consideration of \$100 back to the COHS. In the event the COHS application for "Phase Two funding of the Track Improvement Project" is declined by VDOT at any time before June 30, 2017, COHS shall give notice to the Town within ten (10) days of receipt of notice from VDOT. Upon receipt of notice denying funding from VDOT, COHS shall have sixty (60) days to reaffirm its option by making payment of an additional Five Hundred Dollars (\$500) option payment which shall also be applied to the purchase price at closing otherwise the Option Contract shall terminate.

The purchase price of the Turntable under the option shall be Fifteen Thousand Dollars (\$15,000.00). No part of the \$100.00 paid as consideration for the option shall be credited against the purchase price. Upon exercise of the option, the parties shall enter into a contract containing the customary provisions for a sale of fixtures as real and personal property "as is – where is" and its relocation to the COHS Railway Heritage Center in Clifton Forge. COHS shall make a down payment of One Thousand Dollars

(\$1,000.00) upon execution of the contract, with the balance of Fourteen Thousand Dollars (\$14,000.00.) payable by certified check at the closing, which shall take place ninety (90) days after the date of the execution of the contract. At closing, COHS shall receive a Bill of Sale containing good and marketable title free of all liens and encumbrances. Until closing the Town agrees to maintain the Turntable in its present condition, protect it from vandalism and/or damage in a prudent and reasonable manner, and grants the COHS access to the Turntable with reasonable notice to inspect the Turntable and contract for its relocation. During the Option period, the COHS shall be liable for its actions and those of its agents and contracted vendors while on the premises in and around the Turntable. In the event the Town is unable to convey such Bill of Sale, or willfully defaults under the contract, the option price of \$100.00 and any extension payment of \$500.00 and down payment shall be returned to COHS and the Town shall pay all costs and damages incurred by COHS in exercising its rights to purchase the Turntable under this Option Contract.

The parties agree that no broker participated in the negotiations for this Option Contract and in the event of a sale pursuant to this Option Contract, no brokerage commission shall be payable.

Witness the following signatures and seals this 12th day of October 2016.

TOWN OF CLIFTON FORGE, VIRGINIA

Carl D. Brinkley
By its Mayor

THE CHESAPEAKE & OHIO HISTORICAL SOCIETY, INC.

Robert I. Catlin, II
Chairman, Board of Directors
The Chesapeake & Ohio Historical Society, Inc.

TOWN COUNCIL WORK SESSION
Tuesday, October 18, 2016
James N. Houff Conference Room

Mayor Brinkley called the meeting to order at 7:04 PM.

Present: Mayor Carl Brinkley, Vice Mayor Hillert, Councilwoman Roberts, Councilman Irvine, and Councilman Umstead

Also present: Darlene Burcham, Town Manager

The Town Manager reported on the incident at Veteran's Memorial Park over the weekend when tents were placed on the site and the conversation later with Doody Morris regarding the VFW position that they controlled the site. The Town Manager confirmed with the Town Attorney that a previous Council had turned control, but not ownership, over to the VFW. Council expressed surprise at the arrangement and asked the Town Manager to look for the minutes confirming the arrangement, and then attempt to get something put in writing to memorialize as well as request the parties to advise of uses by other than the VFW or Town.

The Town Manager made Council aware of Reverend Dearing's request to use the Fire Station Community room on Thanksgiving Eve for the annual dinner normally held at his location on Ridgeway. Water damage to that building will not allow its use. Council agreed to waive the fee given this unfortunate situation.

The Town Manager distributed a photo noting the proposed relocation of trees and fixtures in the front of Town Hall to allow room for the planting of a permanent Christmas tree. Council supported the plan, asking that great care be taken in the planting and re-plantings.

The Town Manager mentioned the November 15 Work Session being in conflict with a community forum on Broadband. Council agreed to cancel that meeting and also discussed having only one meeting in November and December due to the holidays, with the understanding that a special meeting could be held if needed. These cancellations will be placed on the next agenda.

The Town Manager announced that the DEQ would be recommending to the State Water Control Board \$1.3 million of funding for sewer improvements, specifically the relining of the line on CSX's property and replacing manholes.

Councilman Irvine asked about replacing asphalt berms at a couple of locations and questioned mileage reported by the Fire Department.

Motion to adjourn

Time: 8:09 PM

Motion made by: Councilman Umstead

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

Councilman Irvine Aye

Councilman Umstead Aye

Councilwoman Roberts Aye

Vice Mayor Hillert Aye

Mayor Brinkley Aye

Motion passed: 5-0

**RESOLUTION ESTABLISHING THE NEED FOR
A RENTAL INSPECTION DISTRICT**

BE IT RESOLVED by Clifton Forge Town Council that there exists residential rental dwelling units within the proposed District Two (2) in the Town of Clifton Forge that are in the process of deteriorating or are in the need of inspection by the building department to prevent deterioration, taking into account the number, age and condition of residential dwelling units inside the proposed rental inspection district and the proposed rental inspection district is necessary to maintain safe, decent and sanitary living conditions for tenants and other residents living in the proposed rental inspection district.

Adopted October 25, 2016

**Resolution To Set The Allocation Percentage
For Personal Property Tax Relief For The 2016 Tax Year**

WHEREAS, the Personal Property Tax Relief Act of 1998, Virginia Code Sections 58.1-3523 *et seq* ("PPTRA"), has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005), and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly (the 2005 revisions to the 2004-06 Appropriations Act); and

WHEREAS, this resolution is adopted pursuant to the Ordinance enacted by the Town of Clifton Forge on December 20, 2005 ("Ordinance"); and

WHEREAS, the Clifton Forge Town Council now desires to set the rate of tax relief for tax year 2016 for purposes of this Ordinance;

NOW, THEREFORE, BE IT RESOLVED by the Clifton Forge Town Council as follows:

1. That tax relief shall be allocated so as to eliminate personal property taxation for qualifying personal use vehicles valued at \$1,000 or less.
2. That qualifying personal use vehicles valued at \$1,001 - \$20,000 will be eligible for 67% tax relief.
3. That qualifying personal use vehicles valued at \$20,001 or more shall only receive 67% tax relief on the first \$20,000 of value.
4. That all other vehicles which do not meet the definition of "qualifying" (for example, including but not limited to, business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.
5. That the percentages applied to the categories of qualifying personal use vehicles are estimated fully to use all available PPTRA funds allocated to the Town by the Commonwealth of Virginia.
6. This resolution shall take effect immediately upon its adoption.

Adopted: October 25, 2016

Angela Carper,
Clerk of Council

**CLIFTON FORGE
POLICE DEPARTMENT**

**** Monthly Report ****

SEPTEMBER 2016

	Sept. '15	'15 YTD	Sept. '16	'16 YTD
ADULT CRIMINAL ARRESTS	*****	*****	*****	*****
FELONY	5	63	0	32
MISDEMEANOR	22	204	15	190
JUVENILE CRIMINAL ARRESTS	*****	*****	*****	*****
FELONY	0	2	0	0
MISDEMEANOR	1	9	0	2
TRAFFIC SUMMONS ISSUED	13	239	15	104
PARKING VIOLATIONS	11	262	12	266
COMPLAINTS RESPONDED TO	395	3,696	335	3,122
PUBLIC WORKS COMPLAINTS	13	134	13	97
CITIZENS/BUSINESS REQUEST-CHECK LIST	846	6,571	781	5,101
BURGULAR ALARMS PROCESSED	3	67	0	47
ACCIDENT INVESTIGATED	6	43	3	38
REQUEST TO UNLOCKED MOTOR VEHICLES	15	112	12	128
REQUEST TO UNLOCK HOMES / BUSINESSES	0	0	0	0
ESCORTS PROVIDED	11	105	14	112
COURT DOCUMENTS PROCESSED	46	465	21	377
UNSECURED PROPERTY	22	104	9	97
MILES TRAVELED BY DEPARTMENT	5,392	49,792	5,719	49,213
TRANSPORTS	*****	*****	*****	*****
TO REGIONAL JAIL	*****	*****	*****	*****
Number of transports	6	75	3	50
Total Mileage	133	1,624	69	1,134
Man-hours	4hours 54mins	73hrs 41mins	2 hours 13mins	49hrs 20mins
TO MENTAL FACILITY				
Number of Transports	6	57	4	39
Total Mileage	711	3,903	347	2,925
Man-hours	19hours 31mins	179hrs 45mins	5hrs 13mins	132hrs 18mins
ANIMAL CONTROL	*****	*****	*****	*****
COMPLAINTS RESPONDED TO	49	332	42	434
ANIMALS PLACED IN SHELTER	13	73	9	103
DOGS	2	11	3	23
CATS	11	62	6	80
SUMMONS ISSUED	0	6	0	10
ANIMAL BITES INVESTIGATED	1	11	0	14
ANIMALS RETURNED TO OWNER	0	5	1	7
DOGS	0	5	0	6
CATS	0	0	1	1
OTHER	0	0	0	0
ANIMALS RETURNED TO THE WILD	0	17	1	10

Adult Arrests

Criminal Arrests – Felony

None Reported

Criminal Arrests – Misdemeanor

2	Assault & Battery	2	Capias – Fail to Appear
1	Destruction of Property	2	Drunk in Public
1	Give False Info to P.O.	1	PB 15
3	Shoplifting	2	Trespass
1	Violate Protective Order		

Traffic Enforcement

1	Defective Equipment	1	Drive Suspended
2	Expired Town Decal	2	Expired Inspection
3	Speeding		

Juvenile Arrests

Criminal Arrests – Felony

None Reported

Criminal Arrests – Misdemeanor

None Reported

Investigation Report

This report represents criminal investigations conducted by the Clifton Forge Police Department. To date for the month of September the Police Department has initiated twenty(20) criminal investigations. Two (2) cases were carried over from the previous month. This brings to a total Twenty-two (22) criminal investigations that have been active between September 1, 2016 and September 30, 2016.

Criminal cases carried over from previous months:

Vandalism – 1 Petit Larceny- 1

Criminal cases initiated in September:

Shoplifting- 3	Identity Theft- 1
Petit Larceny- 5	Obtain Money by False Pretense- 1
Destruction of Property- 4	Trespass- 1
Grand Larceny- 3	Hit &Run- 1
Death Investigation- 1	

Criminal cases cleared in September:

Shoplifting- 3	Petit Larceny- 4
Destruction of Property- 3	Trespass- 1
Grand Larceny- 2	Death Investigation- 1

These numbers represent the investigations opened. Some investigations may generate multiple charges against multiple defendants. Other cases may not result in any arrest due to prosecution being declined by the Commonwealth Attorney and/or the victim. For an accurate count of arrests, please see page 2 of the monthly report.

The clearance rate for criminal investigations during the month of August was 70.0%. Some of these cases, while being cleared, have not generated an arrest yet due to the Commonwealth Attorney holding the charges for Grand Jury Indictment.

Cases of interest:

On September 5, 2016 Officer T.P. Ledford responded to the 700 block of Commercial Avenue for a reported assault. Upon his arrival Officer Ledford found the victim lying on the sidewalk with a head injury. The officer summoned medical attention for the victim and obtained statements from both the victim and the witnesses. The victim and the witnesses identified the suspect, who was subsequently located and questioned. At the completion of the investigation, Officer Ledford obtained a warrant for assault and battery and a protective order. The suspect was arrested without incident.

The suspect in this case failed to appear in court and a Capias was issued for his arrest. Attempts to locate him have been unsuccessful and indications are that he has fled the area.

On September 7, 2016 Lt. R.L. Paxton responded to the 1000 block of McCormick Blvd. for a wellbeing check. Adult Probation had requested that an officer check a garage apartment located in the alley for a probationer which they had not been able to contact. Upon Lt. Paxton's arrival he found that the walk thru door of the structure was locked; however, the overhead door was not. As Lt. Paxton began opening the door, he noticed indication of decay coming from the garage. When the door was opened enough to see in Lt. Paxton observed what appeared to be a human body in an advanced state of decomposition hanging from a garage rafter. Chief B.G. Balsler was notified and he responded to the scene. The Clifton Forge Fire Department was also contacted to provide breathing equipment due to the strong odor of decay inside the building.

The scene was photographed and processed by Lt. Paxton. During processing the scene, a suicide note was found. The note was dated August 28, 2016. The victim's cell phone was also recovered.

The body was removed by Nicely's Funeral Home and transported to the medical examiner's office in Roanoke VA.

The medical examiner's office made positive identification of the remains and determined the cause of death to be suicide by hanging.

On September 7, 2016 Officer W.W. Angle responded to the 800 block of Church Street in reference to destruction of property. Upon his arrival, he spoke with the complainant who stated that someone had hit the hood and headlight area of her car with a brick. She went on to identify the suspect and stated that he ran off when she called the police. Officer Angle processed the scene and obtained a written statement from the victim.

Officer Angle then located the suspect approximately two blocks away. After questioning the suspect, Officer Angle arrested him for destruction of property.

On September 16, 2016 Sgt. C.W. Broughman was dispatched to the 800 block of Vulcan Street in reference to a larceny. Upon his arrival, he spoke with the victim, who reported that a utility trailer had been stolen. The victim stated that the trailer had been left parked on a neighbor's property and the last time that it was seen was on September 11, 2016. Sgt. Broughman obtained the information for the report and had the trailer entered into the VCIN computer system as stolen. Sgt. Broughman canvassed the area, but at present no suspect has been identified. The investigation is ongoing.

Clifton Forge Public Library

Director's Report

September 2016

The month of September was a slightly busier time as groups and governmental agencies returned to normal schedules after summer breaks. The Armstrong Community Meeting room had 152 people attending various meetings and special programs. Salem/Alleghany Highlands General Education [GED] classes met on their regular schedule. The monthly pre-school story time resumed after a summer hiatus. Following a story read by the library directors, the children toured the Clifton Forge Fire Department. The Library Quilters resumed meeting after taking August off. Threadbenders met on their regular schedule. Appalfolks held its monthly board meeting as well as the songwriting and poetry workshop led by Ray Allen. The Brown Bag Book Club met and discussed "The House of Sand and Fog" by Andre Dubus III. Town Manager Darlene Burcham conducted a "Curb Appeal" meeting. Congressman Morgan Griffith's representative and the representative of the Virginia Employment Commission made their normal monthly visits. The Library Board met after their summer break and elected a new set of officers. Michelle Downs is the new president of the Library Board replacing Ron Dowd (who was required to rotate off). Lessley Cunningham assumed the office of Vice President. New member Debby Umstead became the new recording secretary. Martha Edwards remained as the corresponding secretary. The Board also welcomed new member Chuck Unroe. The Board also was informed as to the resignation of Board member Sara Zeek but were excited to hear that former Mountain View Elementary principal Teresa Johnson would be taking her place. The Friends of the Library held their annual business

meeting and reelected the current Board to remain in their various positions. Laura Caravaglia conducted a special Medicare informational workshop for local residents. In addition, the director and Iris Gilbert made a monthly visit to Scott Hill Retirement where residents checked out 182 books.

The Con of the Mountain planning committee held eight meetings to finalize the details for this year's Con of the Mountain. The final touches were made on the Con of the Mountain comic book and the comic book order was placed. The final touches were made to the T-shirt design and the T-shirts ordered. In addition, the event program was finished and submitted to the printers. The organizing committee held a special dinner for the various special guests who participated in this year's Con. The event itself was held over 2 days. The first evening was Friday September 30. In addition to special workshops and role-playing games, there was a free showing of the classic movie "The Goonies." A more complete report on this year's Con of the Mountain will be provided in the October 2016 director's report.

FY2017	Jul-16	August	September	October	November	December	January	February	March	April	May	June	CM FY 17
Donations	\$0.00	\$0.00	\$0.00										\$0.00
Book Sales	\$4.00	\$12.00	\$20.00										\$36.00
Fax Charges	\$150.00	\$180.00	\$180.00										\$510.00
Fines	\$215.13	\$212.64	\$218.70										\$646.47
Replace book	\$9.00	\$19.00	\$63.60										\$91.60
Replace card	\$18.00	\$22.00	\$22.00										\$62.00
Non-Resider	\$0.00	\$0.00	\$2.00										\$2.00
Print-outs	\$81.87	\$230.21	\$152.20										\$464.28
Total	\$479.00	\$675.85	\$656.50										\$1,811.35
FY 2016	Jul-15	August	September	October	November	December	January	February	March	April	May	June	Cum FY 16
Donations	\$100.00	\$100.00	\$0.00	\$200.00	\$677.50	\$300.00	\$150.00	\$200.00	\$100.00	\$100.00	\$275.00	\$100.00	\$2,302.50
Book Sales	\$12.00	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$22.00	\$2.00	\$9.00	\$10.00	\$20.00	\$5.00	\$90.00
Fax Charges	\$170.50	\$160.00	\$190.00	\$140.00	\$130.00	\$125.00	\$150.00	\$150.00	\$185.00	\$185.00	\$200.00	\$140.00	\$1,925.50
Fines	\$188.70	\$196.75	\$236.52	\$163.65	\$173.00	\$210.00	\$196.60	\$290.40	\$194.62	\$226.65	\$171.60	\$237.96	\$2,486.45
Replace Car	\$16.00	\$18.00	\$24.00	\$12.00	\$12.00	\$16.00	\$24.00	\$20.00	\$28.00	\$18.00	\$14.00	\$22.00	\$224.00
Lost Books	\$0.00	\$0.00	\$51.18	\$0.00	\$0.00	\$0.00	\$40.00	\$8.40	\$17.95	\$32.95	\$51.00	\$31.49	\$232.97
Non-Resider	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Print-outs	\$105.20	\$103.40	\$134.95	\$78.00	\$82.75	\$68.75	\$99.40	\$76.95	\$143.58	\$98.50	\$151.55	\$77.96	\$1,220.99
Total	\$592.40	\$578.15	\$646.65	\$593.35	\$1,075.25	\$719.95	\$682.00	\$747.75	\$678.15	\$671.10	\$883.50	\$613.71	\$8,481.96

Library ITEMS checked out & categorized by Patron Code (Geographic area & patron type)

FY 2017	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 17
CF Adult	1365	1470	1360										4195
CF Juvenile	657	463	315										1435
Allegh. Adu	815	915	950										2680
Allegh. Juv.	64	35	37										136
NR Adult	123	78	91										292
NR Juvenile	62	42	14										118
# ITEMS Out	3115	3003	2767										8885
FY 2016	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 16
CF Adult	2156	1417	1499	1497	1355	1375	1427	1377	1345	1319	1443	1595	17805
CF Child	512	279	357	556	391	430	396	334	356	313	298	524	4746
Allegh. Adu	1248	1017	893	768	705	838	799	951	900	780	921	1074	10894
Allegh. Juv.	120	93	67	44	41	47	41	16	56	44	69	99	737
NR Adult	182	154	108	109	125	73	91	111	160	110	82	172	1477
NR Juv.	87	76	56	50	16	16	12	10	1	2	2	57	385
# Items Out	4305	2986	2980	3024	2633	2779	2766	2799	2818	2672	2815	3521	36098

Number of PATRONS checking out library materials; categorized by geographic area & patron type

FY 2017	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 17
CF Adult	194	211	200										605
CF Juvenile	53	48	36										137
Allegh. Adu	124	134	122										380
Allegh. Juv.	13	5	9										27
NR Adult	23	21	30										74
NR Juvenile	5	3	2										10
Total Patro	412	418	399										1229
FY 2016	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 16
CF Adult	217	202	176	188	191	198	194	188	191	189	180	210	2324
CF Juvenile	40	42	40	39	36	37	38	27	31	28	38	48	444
Allegh. Adu	134	138	140	131	119	120	134	146	125	113	128	145	1573
Allegh. Juv	20	18	9	9	11	15	15	7	6	6	14	14	144
NR Adult	24	16	25	22	19	19	18	18	26	17	20	23	247
NR Juv.	10	12	8	4	1	3	4	2	3	1	1	5	54
Total Patro	444	426	396	393	380	395	403	385	382	354	378	442	4778

Borrower counts, circulation trans.													
FY 2017	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 17
Borrowers	412	418	399										1229
New Registr	23	42	32										97
Transaction	6366	6256	5505										18127
Wifi	68	36	52										156
W/drawn b	8	585	197										790
PAC Login	51	34	60										145
W/D Patrol	6	2	6										14
Computer t	549	534	592										1675
E-book Cir	161	168	161										490
FY 2016	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 16
Borrowers	444	426	396	393	380	395	403	385	382	354	378	442	4778
New Registr	47	28	34	43	46	36	34	27	20	17	50	37	419
Transaction	6200	5760	6123	6340	5245	5316	5407	5693	5630	5392	5342	6697	69145
WIFI	48	56	52	80	55	63	56	67	53	60	50	62	702
Withdrawn	490	198	694	1070	1018	2	7	1182	378	471	39	26	5575
PAC Login	60	57	25	31	43	42	36	25	61	31	31	53	495
W/D Patrol	26	44	6	6	5	6	4	2	18	11	5	8	141
Computer t	682	664	616	777	-615	627	617	587	595	588	552	628	7548
E-book Cir	142	138	156	154	160	163	168	152	148	156	160	192	1889

NEW TITLES ADDED

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum 16/17
FY 2017	188	290	246										
FY 2016	149	205	162	214	194	223	184	189	215	139	190	240	2304

MICHAEL ARMSTRONG COMMUNITY MEETING ROOM ATTENDANCE

	Jul. 2016	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum FY 17
FY 2017	167	133	152										
FY 2016	82	134	326	370	193	225	235	318	366	259	203	182	2893

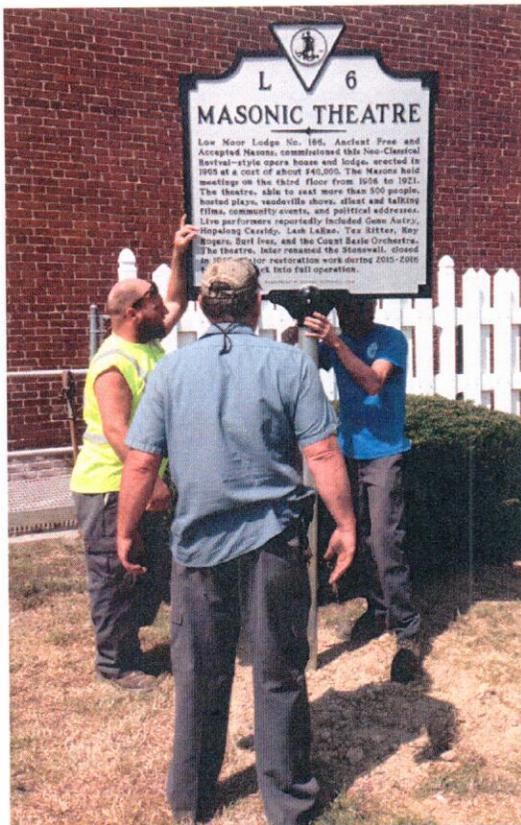
PUBLIC WORKS REPORT... SEPTEMBER 2016

Fall has arrived, the last week in September drove the point home, mornings with 40's, afternoons high 70's, a brisk start to the day. We are continuing to water the flower baskets six days a week and providing plant food twice a week. The plants appear to be doing better this year than in recent memory.

There was one sanitary sewer overflow in September, caused by a blockage in the main. Blockage was cleared utilizing our sewer vac truck.

Football season on Memorial field has started. The Little League has re-opened the concession stand for the events. The flag football league has a fairly large audience, causing some parking issues in and around the old high school area. Field usage is as expected for the flag football league.

We installed and covered the newly made historical marker for the Masonic Theater on Main Street. The unveiling of the Masonic Theatre Marker went very well and was well attended.



In the Booker T. Washington Park, the restrooms received a makeover, new windows were installed, the floor was cleaned and a resin epoxy was installed, the water lines were flushed and new flush valves on the commodes were installed. Water quality has improved. The inside walls were painted.



New windows rest rooms both exterior and interior.

The additional playground equipment that was ordered for Linden Park has arrived and has been installed. This equipment and play area is intended to be used by the younger children.



Merry go round as delivered.



New Swings being installed at Linden Park.



Safety border installation at Linden Park.



Installed Merry go round



Installed little guy swings

Due to limited available man hours, there were no additional sidewalk repairs done during September, other than the sidewalk on Gardner Street that was removed to install the new water line. Sidewalk crews are scheduled to return in October to continue sidewalk repairs in the area of 815 McCormick Blvd. We will then return to Roxbury Street to repair mainly trip hazards in the 200 and 300 blocks.

Sign repairs, replacement and new installations are continuing with the current focus along Roxbury Street and regulatory signs as needed.

The sewer crew was able to work on the existing sewer lateral installation requests. We plan on getting on the remaining as soon as we can. Also installed two new sewer taps, one at Jack Mason's Traven and one on Commercial Avenue where a resident replaced their sewer lateral due to issues and the fact that it ran across a neighbor's property to get to the sewer main. The crew continued cleaning sewer mains in an attempt prevent blockages or issues.

There were 3 burials in September.

The water main replacement project that includes Church Street from McCormick to Commercial and McCormick from Church Street to Pine Street have been bid. We entered into negotiations with Atkins, the low bidder and issued a notice of award. The project cost was reduced to \$156,000 and we are now discussing a project start date.

There were several water break calls, on Seventh Street and Rose there were service line leaks between the main and the meter box. The water main started leaking on Vulcan Avenue and was resealed. There was also a private main break on a six inch line in the Scott Hill area. Line was repaired by Scott Hill using a local contractor.



Water service line break 7th Street. The line broke between the main and the meter.

The number of Miss Utility tickets has declined this month as there have been less requests made by the gas company and their work load in Clifton Forge seems to be on the decline. They have had their paving contractor in and have started working on patching their utility cuts. They have yet to have their concrete repair crew in. We are working with Columbia Gas to get all their utility cut repaired and brought up to standard.

Asphalt paving of potholes and the patching utility trenches was done. The utility cuts on Keswick, Seventh Street, and Park Street were paved. Potholes in the alley on Oak, Lowell Street, the back road behind the armory, and the upper end of McCormick Blvd. were filled.

Fleet Maintenance has been extremely busy, not only with Public Works vehicles but also working on the Fire and Police Fleets.



Met with representatives to stake the wayfarer sign locations at the gateways to Clifton Forge. These signs will be replacing the existing Welcome to Clifton Forge Signs. The contract includes the demolition of the existing signs and installation of the newly coordinated community signs being installed in Clifton Forge, Covington, Iron Gate and Alleghany County. Main Street is planning on removing sign parts and plants prior to the contractor's arrival.

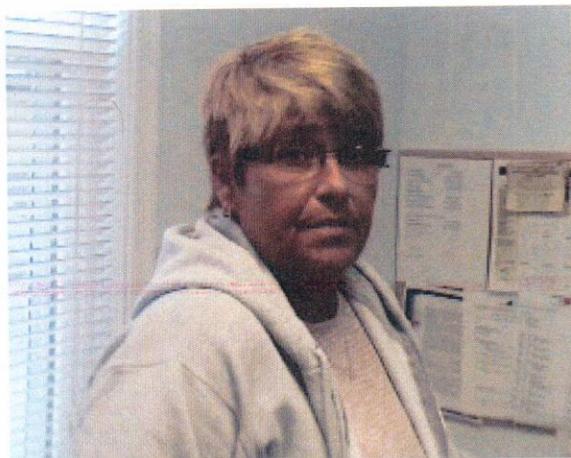


Existing signs to be replaced.



New staked out location on Route 60 at the State Police HQ.

We had a very large turn over within Public Works this month. Wanda Davis announced her retirement, Travis Puetz transferred to the Water Treatment Plant, and Chris Good transferred within our sewer and water section and two other personnel left. Lelia Tabor has joined us, taking over the Administrative Assistant's position and we have hired Russell Loan and Seth Nicely for two of our open positions. We still have one Skilled Labor position open that we hope to have filled shortly.



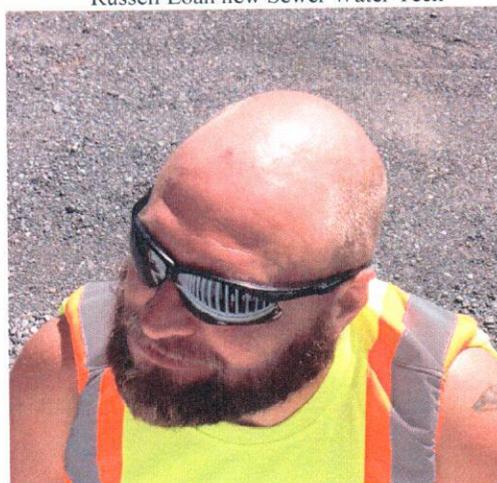
Lelia Tabor new Admin Assistant



Russell Loan new Sewer Water Tech



Seth Nicely new Skilled Laborer



Chris Good lateral transfer to Sewer and Water Tech

Submitted by Earl LaBonte, Public Works Director

MONTHLY REPORT
FY14 - FY16
Solid Waste

TYPE	2014	Trips	Pounds	Tons	Type	2015	Trips	Pounds	Tons	Type	2016	Trips	Pounds	Tons
Bulk	January	4	8,080	4.04	Bulk	January	7	8,180	4.09	Bulk	January	1	1,120	0.56
	February	4	3,140	1.57		February	4	8,140	4.07		February	5	8,180	4.09
	March	7	12,380	6.19		March	4	4,620	2.31		March	11	14,360	7.18
	April	18	41,400	20.7		April	16	22,360	11.18		April	14	21,560	10.78
	May	15	40,000	20		May	8	12,828	6.41		May	10	11,020	5.51
	June	20	41,060	20.53		June	12	21,960	10.98		June	5	7,100	3.6
	July	20	37,080	18.54		July	8	14,300	7.15		July	12	9,400	4.7
	August	13	27,000	13.5		August	6	10,280	5.14		August	12	15,400	7.7
	September	27	54,200	27.1		September	9	19,680	9.84		September	8	8,480	4.24
	October	8	15,760	7.88		October	7	6,260	3.13		October			
	November	0	0	0		November	4	5,660	2.83		November			
	December	4	7,880	3.94		December	7	10,560	5.28		December			
	Total	140	287,980	143.99		Total	92	144,828	72.41		Total	78	96,620	48.36
Brush	January	3	2,660	1.33	Brush	January	3	5,940	2.97	Brush	January	0	0	0
	February	0	0	0		February	1	1,420	0.71		February	1	860	0.43
	March	3	6,340	3.17		March	4	5,460	2.73		March	10	19,530	9.77
	April	15	33,280	16.64		April	17	35,249	17.62		April	21	28,680	14.34
	May	7	15,900	7.95		May	13	21,920	10.96		May	15	25,440	12.72
	June	2	6,420	3.21		June	12	17,840	8.92		June	15	27,350	13.68
	July	7	10,600	5.3		July	13	25,670	12.84		July	23	51,220	25.61
	August	9	10,960	5.48		August	14	17,880	8.94		August	14	20,880	10.44
	September	5	9,080	4.54		September	14	20,090	10.05		September	18	29,440	14.72
	October	8	11,920	5.96		October	10	14,060	7.03		October			
	November	0	0	0		November	3	3,420	1.71		November			
	December	8	16,400	8.2		December	8	15,760	7.88		December			
	Total	67	123,560	61.78		Total	112	184,709	92.36		Total	117	203,400	101.71
*Other	January	5	19,960	9.98	*Other	January	6	7,060	3.53	*Other	January	0	0	0
	February	0	0	0		February	0	0	0		February	1	4,160	2.08
	March	2	11,020	5.51		March	0	0	0		March	1	3,660	1.83
	April	6	12,380	6.19		April	4	14,420	7.21		April	0	0	0
	May	19	46,720	23.36		May	1	1,660	0.83		May	3	3,620	1.81
	June	2	5,880	2.94		June	1	2,040	1.02		June	1	2,400	1.2
	July	1	1,180	0.59		July	8	11,620	5.81		July	0	0	0
	August	8	13,300	6.65		August	0	0	0		August	2	4,220	2.11
	September	8	47,040	23.52		September	4	5,480	2.74		September	0	0	0
	October	8	35,120	17.56		October	2	1,500	0.75		October			
	November	0	0	0		November	1	1,480	0.74		November			
	December	2	4,100	2.05		December	1	1,760	0.88		December			
	Total	61	196,700	98.35		Total	28	47,020	23.51		Total	8	18,060	9.03

*Cutting trees down on Gardner on August 1, 2016

MONTHLY REPORT
September

DEPARTMENT	WEEK	OT HOURS	MEN	COMMENTS
CEMETERY	8-29-16 - 9-04-16	0	0	
	9-05-16 - 9-11-16	0	0	
	9-12-16 - 9-18-16	0	0	
	9-19-16 - 9-25-16	0	0	
		0	0	
SEWER I & I	8-29-16 - 9-04-16	2	1	Call in from Wills Bros. to check out a sewer leak on Rose/Revere (2 hrs.). Overflow behind Simmons Rt60 (1.5 hrs). Made sewer tap at 631 Commercial (4 hrs.)
	9-05-16 - 9-11-16	0	0	
	9-12-16 - 9-18-16	0	0	
	9-19-16 - 9-25-16	5.5	0	
		7.5	3	
WATER	8-29-16 - 9-04-16	7	4	Call received from Miss Utility for an emergency water leak @608 1/2 Ridgeway (2 hrs.). Excavated water service @Jack Mason Tavern had to stay with the job until finished due to road closeure (3 hrs.). Called out for a water leak on Keswick (2 hrs.). Called out to turn water back on at 600 Church the caller was billed.
	9-05-16 - 9-11-16	0	0	
	9-12-16 - 9-18-16	0	0	
	9-19-16 - 9-25-16	0	0	
		7	4	
BLDGS/GRDS	8-29-16 - 9-04-16	2	1	Called out for Linden Park's restrooms (2 hrs.).
	9-05-16 - 9-11-16	2	1	
	9-12-16 - 9-18-16	0	0	
	9-19-16 - 9-25-16	0	0	
		4	2	
STREETS	8-29-16 - 9-04-16	2	1	Called out to remove a deer carcass on Oakhill (2 hrs.). Tire amnesty day (10 hrs) to be reimbursed by Alleghany Co. Water flowers Sunday (2hrs) .
	9-05-16 - 9-11-16	0	0	
	9-12-16 - 9-18-16	12	2	
	9-19-16 - 9-25-16	0	0	
	Total	14	3	
TOTALS		25.5 Hours		

MONTHLY REPORT
FY14 - FY16

DEPARTMENT	2014	OT HOURS	DEPARTMENT	2015	OT Hours	DEPARTMENT	2016	OT Hours
CEMETERY	January	1	CEMETERY	January	13	CEMETERY	January	2
	February	0		February	10		February	0
	March	6		March	12		March	4.5
	April	0		April	0		April	12.53
	May	0		May	0.5		May	0
	June	3.5		June	4.5		June	0
	July	2		July	2		July	0
	August	0		August	0		August	5
	September	0		September	2		September	0
	October	4		October	1.5		October	0
	November	1.5		November	0		November	0
	December	10		December	0		December	0
	Total	28			Total		45.5	
SEWER/ I & I	January	4.5	SEWER I & I	January	1	SEWER I & I	January	15.5
	February	3.5		February	5.5		February	6
	March	13		March	19		March	12.5
	April	4		April	21.5		April	8.5
	May	2		May	0		May	50.5
	June	2		June	1		June	2
	July	0.5		July	0		July	10
	August	5		August	23		August	12
	September	3.5		September	18		September	7.5
	October	2		October	28.5		October	0
	November	7.5		November	21.5		November	0
	December	0		December	21		December	0
	Total	47.5			Total		160	
WATER	January	28	WATER	January	0	WATER	January	22.5
	February	33.5		February	12.5		February	39
	March	15.75		March	8		March	14.5
	April	10		April	16		April	34
	May	0.5		May	0		May	28.5
	June	13		June	0.5		June	2
	July	1.5		July	0		July	9.5
	August	20		August	13		August	20.5
	September	1		September	4		September	7
	October	17.5		October	0		October	0
	November	9.5		November	6		November	0
	December	3		December	4		December	0
	Total	153.25			Total		64	
BLDGS/GRDS	January	4	BLDGS/GRDS	January	1	BLDGS/GRDS	January	4
	February	0		February	0		February	7
	March	1.5		March	1		March	0
	April	1		April	2		April	0
	May	0		May	0		May	0
	June	2		June	4.5		June	0
	July	0		July	0		July	2
	August	0		August	4		August	6
	September	1		September	0		September	4
	October	3		October	0		October	0
	November	0		November	28.5		November	0
	December	0		December	7.5		December	0
	Total	12.5			Total		48.5	
STREETS	January	11.5	STREETS	January	3	STREETS	January	183
	February	122		February	189.5		February	80
	March	22		March	28.5		March	8.5
	April	16.5		April	19		April	15
	May	4		May	0		May	2.5
	June	2		June	0		June	17
	July	0		July	0		July	8
	August	8		August	19.5		August	7
	September	0		September	8.5		September	14
	October	51.5		October	64		October	0
	November	6.5		November	2		November	0
	December	2		December	15		December	0
	Total	246			Total		349	
ADMIN	January	0	ADMIN	January	0	ADMIN	January	0
	February	0		February	0		February	0
	March	0		March	0		March	0
	April	0		April	0		April	0
	May	0		May	0		May	0
	June	0		June	0		June	0
	July	0		July	0		July	0
	August	0		August	0		August	0
	September	0		September	0		September	0
	October	0		October	0		October	0
	November	0		November	0		November	0
	December	0		December	0		December	0
	Total	0			Total		0	

2014	# DAYS	# COMMUNITY SERVICE	# HOURS	\$ SAVED	2015	# DAYS	# COMMUNITY SERVICE	# HOURS	\$ SAVED	2016	# DAYS	# COMMUNITY SERVICE	# HOURS	\$ SAVED
January	13	2	106	\$648.00	January	13	6	201	\$1,608.00	January	8	2	76	\$608.00
February	17	3	180	\$1,440.00	February	1	1	8	\$64.00	February	14	2	144	\$1,152.00
March	19	6	235	\$1,880.00	March	12	4	114	\$912.00	March	14	2	152	\$1,216.00
April	23	5	472	\$3,776.00	April	8	1	55	\$440.00	April	20	3	328	\$2,624.00
May	21	5	364.5	\$2,916.00	May	14	2	112	\$896.00	May	17	4	299	\$2,392.00
June	15	7	254	\$2,032.00	June	11	3	88	\$704.00	June	14	1	112	\$896.00
July	19	9	334	\$2,672.00	July	3	1	24	\$192.00	July	8	1	64	\$512.00
August	20	8	310	\$2,480.00	August	5	2	44	\$352.00	August	15	3	133	\$1,064.00
September	19	4	256	\$2,048.00	September	13	3	87.5	\$700.00	September	9	3	80	\$640.00
October	25	4	271.5	\$2,172.00	October	21	1	191	\$1,528.00	October				\$0.00
November	12	4	108	\$864.00	November	4	1	30	\$240.00	November				\$0.00
December	18	6	212	\$1,696.00	December	4	2	32	\$256.00	December				\$0.00
Total	221	63	3,103	\$24,824.00	Total	109	27	986.50	\$7,892.00	Total	119	21	1,388	#####

*Used \$8.00 per hour

Town of Clifton Forge WTP
Monthly Operations Report
Bobby Irvine, Plant Manager

The results from this year's lead and copper testing have been received from REIC Labs. The participating households will be receiving their official letters before the end of October. These letters will include their results and an explanation of the adverse health effects of lead. Also, a list of steps consumers can take to reduce exposure to lead in drinking water will be included in this letter. I am happy to report that no testing site exceeded the MCL (Maximum Contaminant Level) for lead or copper.

Plant personnel will be cleaning the sedimentation basins beginning October 28th. This process usually takes three days to complete. JJ's Contracting will once again be assisting us with this project.

As most of you know Wanda Davis has retired from her position with Public Works. In all of my years with the Town I have never been associated with anyone kinder nor anyone with the even temperament and patience which Wanda possesses. She has helped us out here at the water plant numerous times over the years and has always been an absolute joy to be around. She will be missed but certainly not forgotten by those of us blessed to have been associated with her during her 30 years of service to this town.

I had a special Saturday a few weeks ago when I had the opportunity to give a tour of the water plant to a couple of young gentlemen from the Roanoke area. The original plan was an in-depth discussion of PH application and potable water. Although this subject was indeed discussed the highlight turned out to be a walking tour of our facility which afforded me the opportunity to tell my stories and point out the various points of interest. They were attentive, energetic and asked great questions. They were also extremely well-mannered and polite, hopefully their visit was as enjoyable to them as it was to us here at the water plant.

Finally, all regulatory testing yielded satisfactory results and no consumer complaints were logged over the last month.

Department of Community Development Monthly Report September 2016

This month there were 13 violations of Town ordinances and 4 violations of the Property Maintenance Code. Six of the Town violations were corrected and 2 of the Property Maintenance Code violation were corrected. Two of town ordinance violations from August were resolved. There were ten letters sent citing grass violations and all of those violations have been resolved.

➤ Building permit inspections completed	16
➤ Lower Roxbury grant meeting	1
➤ Rental inspections	5
➤ Parks & Trails meeting	1
➤ ARB meeting	1

On September 15th we held a management meeting for the Lower Roxbury grant. A notice to cancel was

Street on Segment 3 of the Smith Creek Corridor Trail and that will complete Segment 3.

An ARB meeting was held on September 1st and Zundra Mullikin requested window signage for the “The Tiny Italian Bakery” to be located in 411 East Ridgeway Street in the space previously occupied by Crossroads Music. The ARB unanimously approved her request. The second request was by Martha Atherholt for window signage for “Jack Mason’s Brewery” located at 402 East Ridgeway Street in the space previously occupied by the C & O Archives. The ARB unanimously approved her request.

Building Permits Issued September 2016

- | | |
|---|----------|
| 1. Velma Jeffries, 209 Roxbury Street
Single family dwelling | \$0 |
| 2. Chris Howe, 1125 Linden Avenue
Remodel residence | \$16,000 |
| 3. Harold Jackson, 17 Alleghany Street
Remodel residence | \$10,000 |



Clifton Forge Architectural Review Board

Date of Meeting: September 1, 2016

Applicant: Martha Atherholt

Building Location: 402 East Ridgeway Street

Members Present: Virginia Gardner, Dave Oeltjen and Wilma McClung

Discussion: Ms. Atherholt provided a sketch of the sign for "Jack Mason's Brewery" she installed in windows as shown on the material provided. Ms. Atherholt apologized for installing the window prior to coming before the ARB. The final design for the sign has not been determined but if there are any changes she will come before the ARB before those changes are made. She may also be removing an existing storefront door and replacing it with a 6-panel to match the other doors on the building.

Required Adjustments:

Suggestions:

Decision: Dave Oeltjen made a motion to approve Ms. Atherholt's request and Wilma McClung seconded the motion. The Board unanimously approved the request for the sign for "Jack Mason's Brewery".

Note: 1. Any work completed must conform exactly to the project as it is described in the Application for Certification of Appropriateness.

2. This approval is in effect if the project is initiated within six months and completed within a year of the date above. Otherwise, the application will need to be renewed.

Virginia Gardner

Acting Chairperson

Donald Ford

Secretary



Clifton Forge Architectural Review Board

Date of Meeting: September 1, 2016

Applicant: Zundra Mullikin

Building Location: 411 East Ridgeway Street

Members Present: Virginia Gardner, Dave Oeltjen and Wilma McClung

Discussion: Ms. Mullikin provided a sketch of the sign for "The Tiny Italian Bakery" she wants to install in windows as shown on the material provided. She may be installing additional signs but will return to the ARB if she decides to go forward with additional signs.

Required Adjustments:

Suggestions:

Decision: Dave Oeltjen made a motion to approve Ms. Mullikin's request and Wilma McClung seconded the motion. The Board unanimously approved the request for the sign for "The Tiny Italian Bakery".

Note: 1. Any work completed must conform exactly to the project as it is described in the Application for Certification of Appropriateness.

2. This approval is in effect if the project is initiated within six months and completed within a year of the date above. Otherwise, the application will need to be renewed.

Virginia Gardner

Acting Chairperson

Donald Ford

Secretary

Rental Inspection District 1

Address	Owner	Owner Address	Disposition	Inspection Date	Inspection Result	Comment
315 A Street	Bobbie Gleaton	P.O. Box 53 Clifton Forge, VA	Rental	9/9/2016		Issued 4 year Certificate of Compliance based on reinspection
417 A Street	Irma Tolliver	6425 14th Street, NW Unit 405 Washington, D.C.	Non-rental			
321 B Street	Helen Johnson	825 Kennedy Street, NE Washington, D.C.	Non-rental			
417 B Street	Kent Smith	1020 Rose Avenue Clifton Forge, VA				Sent letter for fine
423 B Street	Thomas Sampson	957 Ingalls Street Clifton Forge, VA	Rental	9/23/2016		Issued 4 year Certificate of Compliance based on reinspection
428 B Street	Marjorie Grice	708 W. Carpenter Lane Philadelphia, PA	Rental	8/29/2016		Issued 4 year Certificate of Compliance based on reinspection
604 Church Street	Roy & Ann Wright	103 Bluebird Lane Clifton Forge, VA	Using as residence			
608 Church Street	Lana Dotson	P.O. Box 96 Clifton Forge, VA	Rental	8/25/2016		Issued 4 year Certificate of Compliance based on reinspection
612 Church Street	Andrew Shevis	612 Church Street Clifton Forge, VA	Rental	4/22/2016	Reinspection required	Due to owners death legal issues need to be resolved

Rental Inspection District 1

Address	Owner	Owner Address	Disposition	Inspection Date	Inspection Result	Comment
616 Church Street	Lewis Brinkley	620 McCormick Blvd. Clifton Forge, VA	Rental	8/18/2016		Issued 4 year Certificate of Compliance based on reinspection
617 Church Street	Lewis Brinkley	620 McCormick Blvd. Clifton Forge, VA	Rental	9/15/2016		Issued 4 year Certificate of Compliance based on reinspection
621 Church Street	Michael Perry	3984 Broadwater Street Fairfax, VA	Rental	8/8/2016		Issued 4 year Certificate of Compliance based on reinspection
706 Church Street	Gerald Franson	101 N. Maple Street Covington, VA 24426	Rental	9/22/2016		Issued 4 year Certificate of Compliance based on reinspection
712 Church Street	Lewis Brinkley	620 McCormick Blvd. Clifton Forge, VA	Rental	8/23/2016		Issued 4 year Certificate of Compliance based on reinspection
716 Church Street	Ryan Worth	6606 James Pointe Ct. Suffolk, VA				Sent letter for fine
720 Church Street	James Nicholson	412 Dundee lane Chesapeake, VA	Rental	7/8/2016		Issued 4 year Certificate of Compliance based on reinspection
800 Church Street	Thomas Sampson	957 Ingalls Street Clifton Forge, VA	Ready to inspect summer 2016		1 year certificate	

Rental Inspection District 1

Address	Owner	Owner Address	Disposition	Inspection Date	Inspection Result	Comment
817 Church Street	Hazel Callender C/O Charles Oliver	104 Greenway Overlook Cary, NC	Non-rental			
821 Church Street	Hazel Callender C/O Charles Oliver	104 Overlook Greenway Cary, NC				Fine remitted
901 Church Street	Armand West	209 Hudson Avenue Staunton, VA	Non-rental			
1000 Church Street	Helen Johnson	825 Kennedy Street, NE Washington, D.C.	Rental			
1004 Church Street	Fannie Scott C/O E.M. Scott	2200 Pinefield Rd Waldorf, MD	Non-rental			
325 D Street	Theresa Pritt	P.O. Box 274 Iron Gate, VA	Non-rental			
608 Pine Street	Iris Fletcher	14761 Betula Way, Dayton, MD	Non-rental			
612 Pine Street	GQZ Properties	8951 Rich Patch Rd. Covington, VA	Property for sale- vacant			
701 Pine Street	Hijazi 66	c/o Ronda Brisendine 1123 Brookhaven Dr, Covington, VA 24426	Rental	3/16/2016	4/15/2016	Issued 4 year Certificate of Compliance based on reinspection
704 Pine Street	B & D Trucking	P.O. Box 113 Covington, VA 24426	Rental	5/24/2016	6/29/2016	Issued 4 year Certificate of Compliance based on reinspection

Rental Inspection District 1

Address	Owner	Owner Address	Disposition	Inspection Date	Inspection Result	Comment
706 Pine Street	Mikey Underwood	8920 Springwood Road, Buchanan, VA 24066	Rent to own			
709 Pine Street	Virginia Ann Thompson	1606 Dunbrack Rd. Covington, VA	Vacant			
710 Pine Street	Albert Sledd	3203 Barcroft Dr. Springdale, MD	Rental			
713 Pine Street	Gerald Franson	101 N. Maple Ave. Covington, VA	When lease expires will sell or leave vacant			Inspected and sent report to owner tenants were moving out
719 Pine Street	Donald Sheets	219 Ridge Rd. Mt. Solon, VA	Vacant	8/25/2016		
720 Pine Street	Jessie Peck III	1621 Dolly Ann Dr. Covington, VA	Rental			
804 Pine Street	Gretel Anderson	804 Church Street Clifton Forge, VA	Rental	2/25/2016	Reinspection required	Civil penalty assessed
813 Pine Street	Donald Sheets	219 Ridge Rd. Mt. Solon, VA	Rental	8/25/2016	Reinspection required	
815 Pine Street	DM Properties	219 Ridge Rd. Mt. Solon, VA	Rental	8/25/2016	House under repair	
816 Pine Street	Marjorie Grice C/O Helen Johnson	825 Kennedy Street, NE Washington D.C.	Non-rental			

Rental Inspection District 1

Address	Owner	Owner Address	Disposition	Inspection Date	Inspection Result	Comment
817 Pine Street	Marjorie Grice	708 W. Carpenter Lane Philadelphia, PA	Rental	4/4/2016	Reinspection required	Working with Rodney Brown to schedule reinspection
818 Pine Street	Marjorie Grice	708 W. Carpenter Lane Philadelphia, PA	Rental	4/4/2016	Reinspection required	Working with Rodney Brown to schedule reinspection
821 Pine Street	Marjorie Grice	708 W. Carpenter Lane Philadelphia, PA	Rental	9/1/2916		Issued 4 year Certificate of Compliance based on reinspection
822 Pine Street	Marjorie Grice	708 W. Carpenter Lane Philadelphia, PA	Rental	4/4/2016	Reinspection required	Working with Rodney Brown to schedule reinspection
901 Pine Street	Marjorie Grice	708 W. Carpenter Lane Philadelphia, PA	Rental	8/29/2016		Issued 4 year Certificate of Compliance based on reinspection
912 Pine Street	DM Properties	219 Ridge Rd. Mt. Solon, VA	Non-rental			
1001 Pine Street	Sandra Chambers	7808 Royal Fern Ct. Clinton, MD	Non-rental			

Clifton Forge Fire Department
701 Church St.
Clifton Forge VA 24422

The Clifton Forge Fire Department answered a total of 50 calls for service in the month of September. Of the 50 calls, 39 were EMS and 11 were Fire. 46 of these calls were in the Town limits and 4 were in the County. The department logged a total of 209.8 man hours while on these calls. The department logged 348 miles total on all of our apparatus and service vehicles. The average mark on time was 2 minutes per call and an average on scene time of 3.9 minutes. We had an average of 7.4 firefighters per call and 2 apparatus per call. Of the 39 EMS calls 21 were for general illness, 10 was for cardiac emergencies and 8 were trauma calls.

1. 09/07/2016 – 618 Brussels lifting assist responded with 6 firefighters and 1 apparatus Town Call
2. 09/08/2016 – 800 W Ridgeways St lifting assist responded with 5 firefighters and 1 apparatus Town Call
3. 09/08/2016 – 521 Ridgeway St car fire responded with 9 firefighters and 2 apparatus Town Call
4. 09/09/2016 – 801 Rose St structure fire responded with 7 firefighters and 1 apparatus Town Call
5. 09/10/2016 – Tannery Rd Iron Gate brush fire responded with 2 firefighters and 1 apparatus County Call
6. 09/14/2016 – 300 Block W. Ridgeway St. motor vehicle accident responded with 6 firefighters and 2 apparatus Town Call
7. 09/19/2016 – 1700 Main St. smell of smoke responded with 4 firefighters and 2 apparatus Town Call
8. 09/24/2016 – Mountain View Elementary alarm activation responded with 13 firefighters and 4 apparatus County Call
9. 09/25/2016 - 511 Ridgeway St. structure fire responded with 10 firefighters and 4 apparatus Town Call
10. 09/30/2016 – 100 ARH Lane west rock trailer accident responded with 10 firefighters and 2 apparatus County Call
11. 09/30/2016 – I64 21 mile marker west motor vehicle accident responded with 10 firefighters 2 apparatus County Call

Finance Department Monthly Report

The real estate and personal property data has been transferred to BMS for ticket production. BMS is the same vendor that has produced our tax tickets for the last few years. The process has worked very well in the past, saving both time and money. They also have a program to check addresses which results in very few tickets being returned to us. The tax tickets will be mailed prior to the end of October. The personal property and real estate tickets will again be two different colors this year and will also be different colors than Alleghany County. This helps to lessen the confusion between all the tickets.

The Personal Property Tax Relief this year will be 67% on qualified vehicles. This is the same percentage as 2015. We have already received several supplements and abatements from the County that have been processed but will not be reflected on the initial billing.

We have processed applications for Elderly and Disabled Tax Relief for Real Estate Taxes as well as the Veterans Real Estate Tax Exemptions. 73 elderly and disabled households qualified for 50-100% tax relief along with 4 veteran's tax exemptions for a total relief of \$7,798.

Water cut off for non payment was on Monday, October 17th. 31 accounts were cut off for nonpayment. 4 meters were pulled that remained off from the September cut off. The reading date for water meters will be October 24, 2016. The meter read dates for November and December have been changed from the original schedule to accommodate holidays. We will be reading meters November 22nd and December 22nd.