

Town Council Agenda

Tuesday, June 28, 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
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**COUNCIL AGENDA
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, JUNE 28, 2016
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION BY

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PRESENTATION

Historic Masonic Theatre Cornerstone Re-enactment Day Proclamation--Mayor Brinkley

CONSENT AGENDA

**1. MINUTES June 14, 2016 Council Meeting
 June 21, 2016 Work Session**

RECOMMENDATION: Approve minutes from June 14 & 21, 2016

ACTION ITEMS

2. APPROPRIATION RESOLUTION

The Town has received two grants for a Broadband Study. The Department of Housing and Community Development has awarded the Town \$50,000 and The Alleghany Foundation has awarded \$7,500.

These two grant amounts must be appropriated into the Fiscal Year 2015-2016 operating budget.

RECOMMENDATION: Adopt resolution

3. ORDINANCE AMENDING SECTION 14-45 AND SECTION 14-46

When the Code of Ordinances for the Town was revised and re-codified in April, 2015, these two sections were inadvertently omitted and now need to be re-enacted as a part of the Town code.

RECOMMENDATION: Proceed to second reading

4. DEPARTMENT REPORTS

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

RECOMMENDATION: Accept reports as written

INFORMATION

Summer Meals Program for Kids began on June 6, 2016 and will continue through July 28, 2016 at the Clifton Forge Fire Station from 11:30 AM – 12:30 PM. Meals will be provided to all children 18 years or younger—FREE!

Town offices will be closed on Monday July 4, 2016 for the Independence Day holiday!

MANAGER'S COMMENTS

UPCOMING EVENTS

CLIFON FORGE PUBLIC LIBRARY

ZIKA VIRUS PROGRAM—WEDNESDAY, JUNE 29, 2016, 6 PM

SUMMER READING PROGRAMS—JULY 6, JULY 12, JULY 20, AND JULY 27, 2016, 11 AM – 12 PM

CLIFTON FORGE MAIN STREET

DOWNTOWN MARKET—EACH FRIDAY, THROUGH SEPTEMBER 30, 2016, 8 AM – NOON

STARS AND STRIPES CELEBRATION—MONDAY, JULY 4, 2016

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, July 21, 2016, 7 PM

MASONIC AMPHITHEATRE

OPEN MIC NIGHT—FRIDAY, JULY 29, 2016, 7 PM

PUBLIC COMMENTS

COUNCIL COMMENTS

**CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-3
REAL ESTATE & A-1 PERSONNEL**

Proclamation

Whereas, Low Moor Lodge No. 166, A.F. & A.M. was chartered by the Grand Lodge of Virginia on July 3, 1880; and

Whereas, the Brethren of Low Moor Lodge envisioned the design, erection and operation of a Masonic Hall and Opera House to be located in the City (now Town) of Clifton Forge, Virginia; and

Whereas, the original Cornerstone of the Masonic Hall and Opera House was laid with full Masonic Honors on July 4, 1905, by the Officers and Brethren of Low Moor Lodge; and

Whereas, the Masonic Hall and Opera House has undergone a \$6.3 Million + renovation and has been renamed the Historic Masonic Theatre; and

Whereas, the Historic Masonic Theatre has invited the Brethren of the 23rd Masonic District, consisting of Millboro Lodge No. 28, Covington Lodge No. 171, and Clifton Forge Lodge No. 166 (successor to Low Moor Lodge No. 166), to help celebrate the preservation and renovation of the oldest continuously operating theatre in Virginia; and

Whereas, the Brethren of the 23rd Masonic District will celebrate the Grand Re-opening of the Historic Masonic Theatre with a re-enactment of the Masonic Ceremony for the Laying of Cornerstones on Saturday, July 30, 2016 at 3:00 p.m., followed by a reception and dinner.

Now, Therefore, I, Carl Brinkley, Mayor of the Town of Clifton Forge, Virginia, do hereby proclaim Saturday, July 30, 2016,

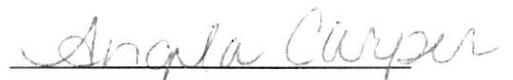
Historic Masonic Theatre Cornerstone Re-enactment Day

throughout the Town of Clifton Forge.

GIVEN under our hands and the Seal of the Town of Clifton Forge, this 28th of June, 2016:



Carl Brinkley, Mayor



Angela Carper, Town Clerk



TOWN OF CLIFTON FORGE

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**COUNCIL MINUTES
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, JUNE 14, 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 7:05 pm.

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

ALSO PRESENT BUT NOT ON THE ROLL: Darlene Burcham, Town Manager, Angela Carper, Clerk of Council, and David Davis, Town Attorney

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

PUBLIC HEARING

BOND RESOLUTION FOR PROPOSED DEBT ISSUANCE

Debt needs to be issued to provide funds to finance the following capital items which were approved May 26, 2015 when the Town adopted its FY2016 general fund capital improvements budget: paving in Red Hill Cemetery, financial software and hardware, storm drain inspection program, a pickup truck with snow plow, X-Mark mower and a vehicle for Community Development, including reasonable costs of financing and issuance (the "Project"). The maximum amount of such debt is \$189,000. The Town will pledge its full faith and credit and taxing power to the repayment of the debt. Other funds available to the Town not constituting a debt of the Town may be used to repay any remaining portion of the Project.

RECOMMENDATION: Adopt resolution

LeeAnna Tyler, Finance Director read the required portion of the resolution and Mayor Brinkley opened the public hearing at 7:15PM.

Rick LeBleu of 200 Revere Street stated that he is glad to see Mayor Brinkley return. He stated that at the last meeting he understood the information given to say that the Town lacked \$130,000 in the budget to be balanced, but now this resolution is asking for more money and he doesn't understand it. He stated that he feels that these items are not necessary and asked how the Town is going to pay the debt back. He stated that with the proposed increase in utility rates it isn't right to be asking for the money for these items.

Mayor Brinkley explained that these are all items that were voted on and included in the current year's budget and that the items have already been completed. Mr. Brinkley stated that the bond would cover everything mentioned, up to \$189,000 and then asked LeeAnna Tyler to explain.

Mrs. Tyler stated that the budget as presented at the last meeting is balanced. The items mentioned in the Bond are capital items that were contained in the budget for the current fiscal year that were approved by resolution by Council. She stated that what was mentioned at the last meeting was that without the increase in rates to cover the expenses required there could be a deficit in the water and sewer funds. She stated that the General Fund does not have to have a fund balance and that the funds that are included in this bond are to cover the expenses for these items that have already been paid for by the town, and the debt payment is included in the budget.

Mayor Brinkley closed the public hearing at 7:21 PM.

Motion to adopt resolution

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

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

Motion passed: 5-0

CONSENT AGENDA

- 1. MINUTES** **May 17, 2016** **Work Session**
 May 24, 2016 **Council Meeting**

RECOMMENDATION: Approve minutes from May 17 and 24, 2016

Motion to approve minutes

Motion made by: Councilman Umstead

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

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

Motion passed: 5-0

ACTION ITEMS

Prior to the second reading and adoption of the budget items, Mayor Brinkley called upon those who had signed up to speak in regards to them.

Dave Oeltjen of Jefferson Avenue stated that as a concerned citizen, he is aware of all of the budgetary requirements that exist and through his years of experience in the business industry he stated that he knows it is impossible to hold a line on expenses. Mr. Oeltjen stated that with that being said, the fact that the Town has maintained their budget over the years without having to have an increase in taxes is really something to be proud of. He thanked all who work hard to accomplish this and to keep the citizens' best interest in mind.

2. AN ORDINANCE IMPOSING AND LEVYING TAXES WITHIN THE TOWN OF CLIFTON FORGE, VIRGINIA UPON REAL PROPERTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017, AND UPON PERSONAL PROPERTY AND MACHINERY AND TOOLS FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2016, AND ENDING DECEMBER 31, 2016.

RECOMMENDATION: Adopt ordinance

Motion to waive second reading

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

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

Motion passed: 5-0

Motion to adopt ordinance

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

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

Motion passed: 5-0

3. AN ORDINANCE TO REPEAL SECTION 86--564 SEWER LATERAL CHARGE EFFECTIVE JULY 1, 2016

RECOMMENDATION: Adopt ordinance

Councilman Umstead asked how many inspections and lateral cleanouts have been installed during the last 2 years. Mrs. Burcham explained that she doesn't have the exact figure in front of her but it is less than 100 out of 1500 accounts. Mr. Umstead then asked if this fee is stopped now, how many people can be helped with the money that will remain in the fund. Mrs. Burcham explained that it would depend upon the individual situation that exists as the cost to make repairs varies greatly from location to location.

Councilwoman Roberts asked Mrs. Burcham if a citizen wished to still have an inspection or a clean out installed, even after July 1 could they pay the \$60 fee and be added to the list for Public Works to process. Mrs. Burcham stated that is correct, nothing about the program itself is changing; only the fee is being eliminated. Councilwoman Roberts then asked if a citizen had signed up and was on the list but the work wasn't completed at the time, and they had an issue with their lateral line, who would be responsible? Mrs. Burcham advised that it would be the citizen's responsibility for their lateral to the main line, the same as it has been, until the

cleanout is installed. She stated that during the last meeting Mr. Cullis mentioned the ordinance that specifies responsibilities and details about the program and thought that it did not exist and that the repeal of the \$3 fee would also remove the responsibility aspect of the program. Mrs. Burcham explained that she had provided Council with a copy of the ordinance to show that it does indeed exist and that the responsibilities and all aspects of the program that were established in April, 2014 and took effect in July of that same year still apply. Municode, the company that created the electronic version of the Town's code be found online, failed to enter that ordinance into the online version. This is being corrected and all aspects of the ordinance still apply.

Motion to waive second reading

Motion made by: Councilman Umstead

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

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

Motion passed: 5-0

Motion to adopt ordinance

Motion made by: Vice Mayor Hillert

Seconded by: Councilman Umstead

Prior to the roll call vote, Councilman Irvine asked to make a statement. He stated that the program for the lateral inspections and cleanouts went into effect in July, 2014. Before this option was chosen, several options were presented to the citizens. Options 2 and 3 both included an increase in rates, option 1 made the home owner completely responsible, so Council came up with option 4, which was this program to help the citizens a little. The program was supposed to be looked at in 3 years

and in his opinion does not need to be repealed or made part of the rate increase and it should be kept in place and reviewed in July, 2017 as previously stated.

Councilwoman Roberts clarified through Mrs. Burcham that the \$3 fee does not affect the rate increase. Mrs. Burcham advised that is correct.

Mayor Brinkley stated that the sewer rate is the larger of the two rates within the utility charge. He stated that it costs 2.5 times more to treat the sewage than it does to produce the water. He stated that in his opinion, the County should work towards expanding the sewer coverage which would in turn increase the customer base and spread the cost among a larger group of people which would lessen the charges.

ROLL CALL VOTE

Councilman Irvine	No
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 4-1

4. AN ORDINANCE TO AMEND SECTION 86-556, WASTEWATER SERVICES CHARGES AND FEES BEGINNING JULY 1, 2016.

RECOMMENDATION: Adopt ordinance

Motion to waive second reading

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Brinkley

ROLL CALL VOTE

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

Motion passed: 5-0

Motion to adopt ordinance

Motion made by: Councilwoman Roberts

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Irvine No
Councilman Umstead Aye
Councilwoman Roberts Aye
Councilwoman Hillert Aye
Councilman Brinkley Aye

Motion passed: 4-1

5. AN ORDINANCE TO AMEND SECTION 86-95, WATER SERVICES CHARGES AND FEES BEGINNING JULY 1, 2016.

RECOMMENDATION: Adopt ordinance

Motion to waive second reading

Motion made by: Councilman Umstead

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

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

Motion passed: 5-0

Councilman Irvine stated that as he understands it, the Town has \$1.3 million in reserve and he feels that we should take the money needed out of that to help the citizens.

Councilman Umstead stated that if the Town has the money that is needed in reserve that he agrees with Councilman Irvine on that part and that it should be used to help if possible.

Vice Mayor Hillert asked LeeAnna Tyler, Finance Director what would occur if the funds were removed from reserve. LeeAnna explained that the money in reserve is required in part to secure the VRA (Virginia Resource Authority) loans and bonds. In order for the Town to be granted these loans and bonds, it had to be shown that the ability to repay the debt is there and a certain amount has to remain in the reserve in order to continue to comply with that requirement. She stated that it is a very bad idea to take money out of the reserve and that the Town does not ever want to have a \$0 fund balance because that leaves nothing to fall back on in the event of an emergency or unexpected situation. She stated that we have the Roxbury line replacements and work on both McCormick and Church and the money must remain in the reserve to make sure all debts are covered. She stated that the Town is actually taking a portion out of the reserve to help with the rates and that is why the increase isn't greater. Vice Mayor Hillert asked what the rate would have to have been if no money was taken from reserve. LeeAnna stated that the rate would have been around the \$115-\$120 range. She also stated that if the Town would have taken the entire amount out of reserve and you look ahead to next year, there would be nothing there at that point so the citizens would be faced with the total amount. Mrs. Burcham stated that as previously mentioned, if the Town had enacted incremental increases all along over the years there would not be an issue today.

Councilman Irvine asked if the Town had taken an additional \$48,000 out of reserve if that would have made up the difference. Mrs. Tyler advised that it would, but that that amount of funding cannot be used out of the reserve due to the requirements for the loans and bonds. She also mentioned to keep in mind that even though the County is now assuming the loan, the Town has had to continue to pay up until this point and the County is now only assuming the loan balance or remaining debt, no reimbursement for the previously paid portion by the Town. Mrs. Burcham also explained that the revenue bonds require the Town to have more than the amount of the loan, instead of 100%, the Town is required to have 115% in reserve to secure the loan.

Vice Mayor Hillert stated that this matter was discussed with Council and it has been stated that if someone did not agree with the increase to find a solution and there has been no other solution found. She stated that it is hard to vote no, and even harder to vote yes, but without another solution it is necessary.

Motion to adopt ordinance

Motion made by: Councilwoman Roberts

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Irvine	No
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 4-1

6. RESOLUTION ADOPTING THE FISCAL YEAR 2016-2017 OPERATING AND CAPITAL BUDGETS FOR THE TOWN OF CLIFTON FORGE, VIRGINIA AND APPROPRIATING THE REQUISITE FUNDS FOR SAID BUDGETS

RECOMMENDATION: Adopt resolution

Motion to waive second reading

Motion made by: Councilman Umstead

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

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

Motion passed: 5-0

Councilman Irvine stated that this was a very disappointing budget and that there were good and bad points. He stated that he would like to have found a way to do away with the Town decals, he is disappointed in the low contingency, the Capital Improvements for the dam, and that no employee raises or Christmas bonuses are included.

Councilwoman Roberts stated that she agrees with Councilman Irvine in part, especially in regards to not being able to provide a salary increase for employees this year. She stated that the employees are what keeps the Town going and without them the things needed could not be done. She stated that she hopes the situation with salary increases can be made up next year. She also clarified through Mrs. Burcham that the dam is not a part of the general fund.

Motion to adopt resolution

Motion made by: Councilman Umstead

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

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

Motion passed: 5-0

7. APPROPRIATION RESOLUTION

The Town has received two grants for a Broadband Study. The Department of Housing and Community Development has awarded the Town \$50,000 and The Alleghany Foundation has awarded \$7,500.

These two grant amounts must be appropriated into the Fiscal Year 2015-2016 operating budget.

RECOMMENDATION: Proceed to second reading

LeeAnna Tyler, Finance Director, read the resolution and with no further comments it will appear at the June 28, 2016 Council meeting for second reading and adoption.

8. ADOPTION OF COUNTY WATER RATE

The calculation of the water rate to charge the County has been completed with the preparation of the FY2016-2017 operating and capital budget for water. Based upon their proportionate use of the system, the County's rate will be \$4.03 per 1,000 gallons effective July 1, 2016.

RECOMMENDATION: Adopt proposed rate

Councilman Irvine asked what the County rate was previously. Mrs. Tyler advised \$2.60.

Rick LeBleu of 200 Revere St. asked what the rate is in the Town. Mrs. Burcham advised that the water rate in the town with the increase will be \$30.80.

Eddie Reynolds of Commercial Ave. asked if it doesn't cost the same amount to treat the water provided to the County. Councilwoman Roberts stated that it does, but the difference is the County is only paying for transmission and no actual water services. She stated that in town the water is treated and then pumped through all of the town lines to each residence and that the town is responsible for all of those lines as well so the cost of maintenance and repairs is a part of the water services fee. Mr. Reynolds asked why the County doesn't help to pay those fees since they are also using the water. Mrs. Burcham explained that in essence they do pay a portion, but that it is included in their rate. She explained that their rate includes distribution and treatment to two locations as the Town is only responsible for getting their water to the master meter and the County then takes over from there. The county then adds their maintenance and service fees, just like the town has, to their billing. Mr. Reynolds stated that it seems like smoke and mirrors to him and that he doesn't understand why they wouldn't pay the same rate as the citizens in the Town.

Councilman Irvine asked where the master meters are located within the town. Mrs. Burcham advised that there is one on the east and another on the west end of town.

Robert Thomas of 208 Revere Street stated that it seems unfair that the Town is charging the citizens more than they are charging the County. Mrs. Burcham again tried to explain that the County is a transmission only service and expense and that the service provided to customers within the Town includes all water services such as filtration, transmission and distribution, maintenance and the capital improvements for the plant and the lines to every residence within the town and any charges related, plus the debt service the Town is responsible for paying.

Eddie Reynolds stated that the County is a customer too and should be charged the same as anyone else.

Motion to adopt County Water Rate

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

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

Motion passed: 5-0

9. RESOLUTION FOR TRANSFER OF ASSETS

As part of the settlement agreement with the County, it is necessary to transfer the property and assets related to the Wastewater Treatment Plant along with the assumption of the remaining debt from the Town to the County. The required public hearing for disposition of public property was held on July 13, 2010.

RECOMMENDATION: Adopt resolution

LeeAnna Tyler, Finance Director, read the required portion of the resolution.

Mayor Brinkley stated that he is glad to finally see this issue being resolved after so many years.

Motion to adopt resolution

Motion made by: Councilman Irvine

Seconded by: Councilman Umstead

ROLL CALL VOTE

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

Motion passed: 5-0

10. ADOPTION OF WASTEWATER SERVICE AGREEMENT

Successful mediation of the sewer rate charges under the 2007 agreement in March of this year has resulted in a new agreement which allocates costs for debt and operation based on the jurisdiction’s actual use of facilities.

RECOMMENDATION: Adopt agreement as written

LeeAnna Tyler, Finance Director, read the resolution.

Diana Kling Smith of 224 Highland Ave. stated that she may be misunderstanding the new agreement, but it states that the Town will pay partial maintenance on the wastewater treatment plant and asked if that is correct. Mrs. Burcham explained that the Town does pay routine maintenance and for the maintenance for the pump station in Clifton Forge that is used exclusively by the Town. Previously, in the old agreement the Town was responsible for a portion of all of the systems in all of the localities covered within the agreement, but with the new agreement, the Town will only be responsible for the portions of the system that it uses.

Eddie Reynolds asked why the County isn’t paying for part of the maintenance for the Water Treatment Plant. Mrs. Burcham explained that they are and that it is included within their rate of \$4.03.

Motion to adopt resolution

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

- Councilman Irvine** Aye
- Councilman Umstead** Aye
- Councilwoman Roberts** Aye
- Councilwoman Hillert** Aye
- Councilman Brinkley** Aye

Motion passed: 5-0

INFORMATION

Summer Meals Program for Kids began on June 6, 2016 and will continue through July 28, 2016 at the Clifton Forge Fire Station from 11:30 AM – 12:30 PM. Meals will be provided to all children 18 years or younger—FREE!

A representative from Congressman Griffith's office will be available in the Armstrong Room at the Library from 10 AM – 12 Noon on Thursday, June 16, 2016 and July 21, 2016.

MANAGER'S COMMENTS

Mrs. Burcham began by mentioning the Pledge of Allegiance that is said at the beginning of every Council meeting. She stated that she had attended the Flag Day Ceremony at the Masonic Amphitheatre prior to the meeting and had the flag that the Girl Scouts were giving out. She stated that it was a very moving ceremony and that a part of the ceremony involved a taped conversation by Red Skelton explaining the importance of the Pledge to children and how nice it is to live in a community where we celebrate Flag Day.

Mrs. Burcham mentioned that the Corridor Curb Appeal Committee held a paint day on June 11 and had 21 volunteers participate. She stated that there were members of the Boy Scouts Troop 2 along with adults and advisors who joined in and helped to paint 3 homes as well as other volunteers. The Troop has already advised that they would like to sign up for the next paint day to be held in October.

Mrs. Burcham stated that she is proud to report that access road to the business park is now included in the VDOT 6 year plan which will provide funding for the project. She stated that she has been advised that all funds are available and the project will be fully funded as long as it is completed in July 2017. She stated that she expects to open up the bidding process in December with work to begin as soon as weather permits in the spring. Once the road is complete, the Town will be able to market the 13 acres of land that it owns to help to boost economic development in the area. This has taken many years to achieve and the project is supported with ARC funds and other state funds.

UPCOMING EVENTS

CLIFON FORGE PUBLIC LIBRARY

ZIKA VIRUS PROGRAM—WEDNESDAY, JUNE 29, 2016, 6 PM

SUMMER READING PROGRAMS—JULY 6, JULY 12, JULY 20, AND JULY 27, 2016, 11 AM – 12 PM

CLIFTON FORGE MAIN STREET

DOWNTOWN MARKET—EACH FRIDAY, THROUGH SEPTEMBER 30, 2016, 8 AM – NOON

STARS AND STRIPES CELEBRATION—MONDAY, JULY 4, 2016

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, JUNE 17, 2016, 7 PM

MASONIC AMPHITHEATRE

“STARS”, SPONSORED BY APPALFOLKS—SATURDAY, JUNE 19, 2016, 2-4 PM

GRAN FONDO FINISH LINE PARTY—SATURDAY, JULY 9, 2016, 10 AM –6 PM

PIXAR’S “INSIDE OUT” MOVIE UNDER THE STARS—FRIDAY, JULY 22, 2016, DUSK

“LEGENDS OF THE HIGHLANDS” INCLUDING SILVERBACKS, RALLY CRY, CHAD NICKELL & LOOSE CHANGE—SATURDAY, JULY 23, 2016, 6 PM

OPEN MIC NIGHT—FRIDAY, JULY 29, 2016, 7 PM

MASONIC THEATRE

GRAND REOPENING—JULY 1-3, 2016 (FOR SCHEDULED TO GO HISTORICMASONICTHEATRE.COM)

PUBLIC COMMENTS

Rick LeBleu of 200 Revere Street stated that Council needs to stop spending and tighten up. He stated that this had been a very interesting meeting for him and that in the past it was said that funds could not be moved from one account to another, but he is now under the impression that they can be. He asked why the Town needs the items and projects listed in the Bond Resolution and suggested that the town raise real estate taxes \$.02 to solve the problem with the need to increase utility rates. He asked that they take a hard look and stated that they cannot put it all on the backs of the residents. Mr. LeBleu stated that everyone is willing to pay more on taxes and that the County should be paying the same as the residents on the water rate.

Mrs. Burcham asked Mrs. Tyler to explain how much a \$.02 increase in real estate taxes would bring in as revenue for the Town. Mrs. Tyler advised that a \$.02 increase in real estate taxes would only bring in \$22,000 to the town and reiterated again that the funds are completely separate between real estate which is included in the general fund and the water and sewer funds, and that raising taxes would not increase the balances in either the water or sewer funds.

COUNCIL COMMENTS

Councilman Irvine stated his thanks and blessings to everyone who attended the meeting.

Councilwoman Roberts thanked everyone for coming. She stated that she too had attended the Flag Day Ceremony and that it was very moving and patriotic. She thanked Clifton Forge Main Street and advised that the Stars and Stripes Committee that works on the annual Independence Day Celebration also made this ceremony possible. Mrs. Roberts stated as a person not from this area, it is very heart-warming and means a lot to be able to celebrate the American flag in this community and that she is very proud to live here! She stated that a resident who is a landlord within the Town and had been concerned about the rental inspection program, told her that she has now had one of her properties inspected and is very pleased with the process. She

said items noted on the inspection were very minor and necessary and that she feels this will be a good program.

Councilman Umstead thanked everyone for coming and stated that he appreciates all of the questions being asked. He stated that decisions being made will affect his children, who all wish to move back to the area, and that changes are necessary in order to have a better place for them to return to. He stated that he understands some are angry and appreciates everyone's opinions. Mr. Umstead reiterated Mrs. Tylers comments and advised that raising real estate taxes would not solve the problem.

Vice Mayor Hillert mentioned the Heritage Day event held the past weekend and stated that it was a very diverse event that included things such as tobacco twisting, quilting, and even a docudrama, "A Gift From a Yankee". She stated that attendance was very good and overall there were 1700 who attended with 300 at the Theatre for the docudrama and reception. She stated that there were a lot of families and children and that there were many stories told about the history of the region which were very meaningful. Mrs. Hillert thanked Pam Marshall for the article in the newspaper about the recent Fire Fighter program and training. She said until reading the article, one may not understand just how many hours and days are required, and what a huge commitment each of the volunteers puts in. Mrs. Hillert thanked everyone for coming and stated she appreciates everyone's input.

Mayor Brinkley stated that he is pleased to return and he thanked everyone who has sent cards, well-wishes, and checked on him during his recovery from surgery. He stated that it will be a long recovery. Mr. Brinkley mentioned the Heritage Day event and stated that he was able to come out and spend some time and that it was great. He thanked everyone for coming to the meeting and stated that he appreciated everyone's opinions. Mr. Brinkley stated that Council and the Town's staff work hard to keep the cost of operation as low as possible, but sometimes we have no control over other areas of increase. He stated that as the County raises their taxes, that also affects the Town and that he believes that the County needs to expand their water and sewer service area to incorporate more people to help spread the cost over a larger area.

**CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-3
REAL ESTATE**

Motion made by: Councilwoman Roberts

TIME: 8:25 PM

Seconded by: Councilman Irvine

ROLL CALL VOTE

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

Motion passed: 5-0

Motion to return to open session

TIME: 9:10 PM

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

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

Motion passed: 5-0

Motion to certify only indicated items were discussed

Motion made by: Councilman Irvine

Seconded by: Councilman Umstead

TOWN COUNCIL WORK SESSION

Tuesday, June 21, 2016

James N. Houff Conference Room

Mayor Brinkley called the meeting to order at 7:00 PM.

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

Also present: Darlene Burcham, Town Manager

1. Tourism Zone—A presentation by Dr. Roberts of the benefits of establishing a tourism zone. Following discussion and questions, Council referred the matter to the Town Manager for review and a recommendation.

**CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-3
REAL ESTATE (4 items)**

Motion made by: Councilman Umstead

TIME: 7:42 PM

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

Councilman Irvine Aye

Councilman Umstead Aye

Councilwoman Roberts Aye

Councilwoman Hillert Aye

Mayor Brinkley Aye

Motion passed: 5-0

Motion to return to open session

TIME: 8:48 PM

Motion made by: Councilman Umstead

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Mayor Brinkley	Aye

Motion passed: 5-0

Motion to certify only indicated items were discussed

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye

Motion passed: 4-0

Motion to adjourn

TIME: 8:53 PM

Motion made by: Councilman Umstead

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Mayor Brinkley	Aye

Motion passed: 5-0

Resolution

A Resolution to Appropriate Funds

BE IT RESOLVED by the Council of the Town of Clifton Forge, Virginia as follows:

1. That the sum of \$57,500 be and the same hereby is, appropriated into the Town's operating budget for a Broadband Grant Study.
2. Said appropriation shall be reflected in the budget as the sum of \$ 57,500 appropriated to the following revenue and expenditure line items.

Revenue	3 100 19030 0035	\$ 50,000
Revenue	3 100 19030 0036	\$ 7,500
Expenditure	4 100 91900 0035	\$ 50,000
Expenditure	4 100 91900 0035	\$ 7,500

This resolution shall be in effect on and after its adoption.

First Reading: June 14, 2016

Second Reading: June 28, 2016

ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE TOWN OF CLIFTON FORGE TO ENACT SECTION 14-45 AND SECTION 14-46

WHEREAS certain sections of the Code of Ordinances for the Town of Clifton were inadvertently omitted when the Code was revised and re-codified in April 2015, and

WHHEREAS it is necessary to re-enact those Code Sections to provide for redemption fees and the disposition of impounded dogs and/or cats.

SO THEREFORE BE IT ORDAINED by the Town Council for Clifton Forge, VA that the following Code Sections are hereby adopted and enacted as follows:

Section 14-45 redemption fees

- A. Dogs
 - 1. During the seven day period provided for in section 14-43, any impounded dog shall be returned to the owner upon reasonable proof of ownership; provided, that the owner, prior to the release of the dog, displays to the finance department a license tag for such dog, and pays impoundment penalties and dog care charges, which are hereby imposed:
 - a) Fees charged by and paid to The Humane Society
 - b) An administrative fee of \$25
 - 2. All penalties and administrative charges hereby imposed shall be payable to the town before such dog is released. Prior to issuing a license tag for any dog required to be licensed, the town shall require from the owner, or someone on behalf of the owner, satisfactory evidence that the dog has been inoculated or vaccinated against rabies as required by this article.

B. Cats

1. During the seven (7) day period provided for in section 14-43, any impounded cat shall be returned to the owner upon reasonable proof of ownership; provided, that the owner, prior to the release of the cat, displays to the finance department a license tag for such cat, and pays impoundment penalties and cat care chargers, which are hereby imposed:
 - a) Fees charged by and paid to The Humane Society
 - b) An administrative fee of \$25.00
2. All penalties and administrative charges hereby imposed shall be payable to the Town before such cat is released. Prior to issuing a license tag for any cat required to be licensed, the town shall require from the owner, or someone on behalf of the owner, satisfactory evidence that the cat has been inoculated or vaccinated against rabies as required by this article.

Section 14-46 Disposition of unredeemed animals

A. Dogs

If a dog is impounded as authorized by section 14-42 is not claimed by its owner within a period of seven days after the notice is served as provided in section 14-43, the animal shelter shall dispose of the impounded dog by giving it unto the possession of any person who will pay the costs of impounding such dog, as provided for in section 14-45, and who will, in addition thereto, purchase a license for the dog and have the dog inoculated or vaccinated against rabies as provided for by this article. If the dog is not disposed of in such a manner, it may be humanely destroyed or disposed of by sale or gift to a federal agency, state supported institution, agency of the Commonwealth, agency of another state, or a licensed federal dealer having its principle place of business located within the Commonwealth, provided that such agency, institution or dealer agrees to confine the animal for an additional period of not less than five days, or by delivery to any local humane society, shelter or to any person who is a resident of the County or Town for which the pound is operated and who will pay the required license fee, if any on such animal.

B. Cats

If a cat is impounded as authorized by section 14-42 is not claimed by its owner within a period of seven days after the notice is served as

provided in section 14-43, the animal shelter shall dispose of the impounded cat by giving it unto the possession of any person who will pay the costs of impounding such cat, as provided for in section 14-45, and who will, in addition thereto, purchase a license for the cat and have the cat inoculated or vaccinated against rabies as provided for by this article. If the cat is not disposed of in such a manner, it may be humanely destroyed or disposed of by sale or gift to a federal agency, state supported institution, agency of the Commonwealth, agency of another state, or a licensed federal dealer having its principle place of business located within the Commonwealth, provided that such agency, institution or dealer agrees to confine the animal for an additional period of not less than five days, or by delivery to any local humane society, shelter or to any person who is a resident of the County or Town for which the pound is operated and who will pay the required license fee, if any on such animal.

FIRST RERADING: JUNE 28, 2016

SECOND READING: JULY 12, 2016

**CLIFTON FORGE
POLICE DEPARTMENT**

**** Monthly Report ****

MAY 2016

	May '15	'15 YTD	May '16	'16 YTD
ADULT CRIMINAL ARRESTS	*****	*****	*****	*****
FELONY	8	36	11	24
MISDEMEANOR	29	77	22	104
	*****	*****	*****	*****
JUVENILE CRIMINAL ARRESTS				
FELONY	2	2	0	0
MISDEMEANOR	3	6	0	0
TRAFFIC SUMMONS ISSUED	41	164	15	65
PARKING VIOLATIONS	91	207	66	181
COMPLAINTS RESPONDED TO	451	1,920	377	1,733
PUBLIC WORKS COMPLAINTS	10	74	8	53
CITIZENS/BUSINESS REQUEST-CHECK LIST	584	3,469	530	2,500
BURGULAR ALARMS PROCESSED	12	43	7	33
ACCIDENT INVESTIGATED	3	21	3	16
REQUEST TO UNLOCKED MOTOR VEHICLES	11	57	18	89
REQUEST TO UNLOCK HOMES / BUSINESSES	0	0	0	0
ESCORTS PROVIDED	12	59	5	59
COURT DOCUMENTS PROCESSED	67	203	56	210
UNSECURED PROPERTY	11	36	10	53
MILES TRAVELED BY DEPARTMENT	5,757	29,068	6,868	26,725
TRANSPORTS	*****	*****	*****	*****
TO REGIONAL JAIL	*****	*****	*****	*****
Number of transports	14	32	10	30
Total Mileage	285	698	217	675
Man-hours	12 hours 45mins	28hrs 6mins	10hours 51mins	31hrs 3mins
TO MENTAL FACILITY				
Number of Transports	13	32	5	23
Total Mileage	671	1,886	310	1,069
Man-hours	27 hours 54mins	81hrs 20mins	12hrs 44mins	59hrs 55mins
	*****	*****	*****	*****
ANIMAL CONTROL				
COMPLAINTS RESPONDED TO	30	138	55	253
ANIMALS PLACED IN SHELTER	17	33	8	46
DOGS	1	5	2	16
CATS	16	28	6	30
SUMMONS ISSUED	0	3	2	10
ANIMAL BITES INVESTIGATED	0	5	1	8
ANIMALS RETURNED TO OWNER	0	3	0	5
DOGS	0	3	0	5
CATS	0	0	0	0
OTHER	0	0	0	0
ANIMALS RETURNED TO THE WILD	1	4	0	2

Adult Arrests

Criminal Arrests – Felony

7	Distribute Schedule II Drug	2	Distribute on School Property
1	Domestic Assault & Battery		
1	Strangulation		

Criminal Arrests – Misdemeanor

2	Assault & Battery	2	Capias – Fail to Appear
1	Capias – Violate Probation	2	Drunk in Public
2	Disorderly Conduct	2	Fail to Pay Parking Ticket
1	Give False Info to Police	1	Petit Larceny
1	Resist Arrest	1	Threatening Phone Calls
3	Trespass	1	Truancy
1	Violate Protective Order	2	Allow Dog to Run at Large

Traffic Enforcement

2	Drive Suspended	3	Expired Town Decal
1	Fail to Maintain Control	2	Fail to Secure Child
1	Fail to Yield Right of Way	1	No Insurance
1	No Valid O. L.	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 May the Police Department has initiated thirteen (13) criminal investigations. One (1) case was carried over from the previous month. This brings to a total fourteen (14) criminal investigations that have been active between May 1, 2016 and May 31, 2016.

Criminal cases carried over from previous months:

Grand Larceny- 1

Criminal cases initiated in May:

Death Investigation- 1	Child Neglect- 1
Vandalism- 4	Violation of Court Order- 1
Felony Assault and Battery- 1	Petit Larceny- 3
Hit and Run- 1	Strangulation- 1

Criminal cases cleared in May:

Death Investigation- 1	Child Neglect- 1
Vandalism- 1	Violation of Court Order- 1
Felony Assault and Battery- 2	Petit Larceny- 1
Hit and Run- 1	Strangulation- 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 May was 53.84%. 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 May 3, 2016 Acting Sgt. D.W. Deeds responded to the 1700 block of Main Street in reference to a reported domestic dispute. Upon his arrival he spoke with the victim, who stated that she had been assaulted by the father of her child. Acting Sgt. Deeds observed bruising on the victim's face which was consistent with the allegation of assault. The victim went on to explain that the suspect had left prior to Sgt. Deeds' arrival.

Acting Sgt. Deeds obtained a victim statement as well as photographs of the victim's injuries. He then attempted to locate the suspect. Acting Sgt. Deeds went to the suspect's residence, which he shared with his mother. Acting Sgt. Deeds obtained consent from the mother and searched the residence but was unable to locate the suspect. Acting Sgt. Deeds then went before the magistrate and obtained a felony warrant for domestic violence and a protective order on the suspect.

Attempts to locate the suspect, including additional searches of residences, were unsuccessful.

On May 11, 2016 Sgt. C.W. Broughman received information that the suspect was back at the victim's residence. Sgt. Broughman located the suspect and placed him under arrest without further incident.

On May 15, 2016, Officer B.D. Armentrout responded to the 1000 block of Commercial Avenue in reference to a reported domestic disturbance. Upon Officer Armentrout's arrival, he was met in front of the residence by a male and a female. Officer Armentrout immediately noticed that the female had blood on her shirt, pants and arm. The male suspect stated that he had tried to kill the female. Officer Armentrout handcuffed the male and placed him in the patrol car. The officer then called for Sgt. D.L. Carter to assist him and requested that the rescue squad be dispatched for the female. While awaiting the rescue squad, Officer Armentrout obtained a verbal statement from the victim. In her statement, she claimed that the suspect grabbed her by the throat, choking her. She managed to get loose from him at which point he had gotten behind her and was choking her again. The victim explained the wounds on her arm were self-inflicted earlier in the day. Officer Armentrout then spoke with the suspect who repeated his statement adding that he had choked the victim until she became unconscious.

The rescue squad transported the victim to Lewisgale Alleghany Hospital. Officer Armentrout followed the rescue squad to the hospital and obtained a

recorded statement and photographs of the injuries while Sgt. Carter transported the suspect to the police department.

Officer Armentrout obtained a felony arrest warrant for strangulation and a protective order against the suspect.

On May 20, 2016 Sgt. C.W. Broughman and Officer T.P. Ledford received information that Botetourt County Sheriff's Office had an outstanding arrest warrant for a subject that was staying in the 600 block of Rose Street. After confirming that there was an active warrant, they went to the residence to attempt to serve the warrant. Their approach to the residence was hindered by two aggressive dogs which were inside the fenced yard of the residence. The female occupant of the residence came out to the fence and advised Sgt. Broughman that the suspect was not there. Sgt. Broughman advised her that he had information that the suspect was in the residence and requested that she put the dogs up so that he could approach the house. The female went back into the residence.

Officer Ledford, who had positioned himself at the rear of the residence outside the fence, observed the suspect exit the back of the house. Officer Ledford commanded the suspect to stop at which point the suspect ran away. Officer Ledford and Sgt. Broughman pursued the suspect on foot. Alleghany County Sheriffs Deputies responded to assist. The suspect continued to attempt to run away from the officers by going in and out of a wooded area behind the residence. The suspect was ultimately captured approximately a block and a half away from where the pursuit started. In addition to the original warrant, Officer Ledford charged the suspect with resisting arrest. Sgt. Broughman charged the female subject with obstruction of justice.

Clifton Forge Public Library

Director's Report

May 2016

The month of May was a busy time as groups and governmental agencies met on regular schedules. The Armstrong Community Meeting room remained busy as 203 people attended various meetings and special programs. Town Community Development director Don Ford held a single meeting regarding local bike trails. Salem/Alleghany Highlands General Education [GED] classes met on regular schedule. The Masonic Theater Planning group held two special meetings. The Community Services Board held a special meeting. The Library Quilters met on their regular schedule. Threadbenders met three times during the month. Appalfolks held its monthly board meeting as well as two songwriting and poetry workshops led by Ray Allen. The Brown Bag Book Club met and discussed "The Storied Life of A.J. Fikry" by Gabrielle Charbonnet. Congressman Morgan Griffith's representative met with local constituents on normal schedule. The representative of the Virginia Employment Commission resumed her regular schedule. The Library Board met on their regular schedule. The Friends of the Library met on their regular schedule but will not meet during June and July. The Library Board and Friends of the Library hosted a special presentation on the Zika Virus by Dr. Don Roberts.

The Library also hosted a special themed pre-school story time. Library Director Mike Barnes read "Frog," a story by Susan Cooper. The children made frog puppets and lily pads, played musical chairs, and danced to the Hokey-Pokey. They also enjoyed a snack. Staff member Iris Gilbert and volunteer B.C. William's made a monthly trip to Scott Hill where

residents checked out 173 books. In addition, the library featured a display of dolls in regional native costumes. The display is part of Elaine Shafley's personal collection. For more than fifty years, Mrs. Shafley collected the dolls during the years she lived in Laon, France, and during many subsequent visits. The dolls represent her travels in Western Europe. Also included in the collection are dolls from Russia, Guatemala, and Kenya which were gifts from friends who visited those countries. The display will remain through the month of June.

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		\$2,202.50
Book Sales	\$12.00	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$22.00	\$2.00	\$9.00	\$10.00	\$20.00		\$85.00
Fax Charges	\$170.50	\$160.00	\$190.00	\$140.00	\$130.00	\$125.00	\$150.00	\$150.00	\$185.00	\$185.00	\$200.00		\$1,785.50
Fines	\$188.70	\$196.75	\$236.52	\$163.65	\$173.00	\$210.00	\$196.60	\$290.40	\$194.62	\$226.65	\$171.60		\$2,248.49
Replace Car	\$16.00	\$18.00	\$24.00	\$12.00	\$12.00	\$16.00	\$24.00	\$20.00	\$28.00	\$18.00	\$14.00		\$202.00
Lost Books	\$0.00	\$0.00	\$51.18	\$0.00	\$0.00	\$0.00	\$40.00	\$8.40	\$17.95	\$32.95	\$51.00		\$201.48
Non-Resident	\$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		\$1,143.03
Total	\$592.40	\$578.15	\$646.65	\$593.35	\$1,075.25	\$719.95	\$682.00	\$747.75	\$678.15	\$671.10	\$883.15		\$7,867.90
FY 2015	Jul-14	August	September	October	November	December	January	February	March	April	May	June	CM FY 15
Donations	\$100.00	\$100.00	\$100.00	\$150.00	\$100.00	\$300.00	\$100.00	\$100.00	\$100.00	\$100.00	\$200.00	\$100.00	\$1,550.00
Book Sales	\$30.00	\$40.00	\$20.00	\$0.00	\$40.00	\$10.00	\$10.00	\$12.00	\$10.00	\$60.00	\$10.00	\$10.00	\$252.00
Fax Charges	\$150.00	\$140.00	\$150.00	\$120.00	\$165.00	\$140.00	\$180.00	\$180.00	\$165.00	\$155.00	\$120.00	\$150.00	\$1,815.00
Fines	\$165.00	\$200.73	\$197.85	\$200.95	\$160.00	\$230.75	\$218.65	\$220.35	\$263.70	\$237.10	\$134.66	\$193.30	\$2,423.04
Replace book	\$18.90	\$38.37	\$17.50	\$22.50	\$19.00	\$18.00	\$0.00	\$40.75	\$18.00	\$0.00	\$35.99	\$46.00	\$275.01
Replace card	\$30.00	\$12.00	\$16.00	\$42.00	\$20.00	\$18.00	\$12.00	\$22.00	\$12.00	\$16.00	\$26.00	\$16.00	\$242.00
Non-Resident	\$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	\$95.25	\$93.35	\$101.65	\$75.45	\$107.00	\$112.15	\$142.20	\$115.00	\$105.45	\$90.60	\$73.55	\$70.00	\$1,181.65
Total	\$592.15	\$623.45	\$603.80	\$610.90	\$611.00	\$828.90	\$662.85	\$690.10	\$674.15	\$658.70	\$600.20	\$585.30	\$7,741.50

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

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		16210
CF Child	512	279	357	556	391	430	396	334	356	313	298		4222
Allegh. Adu	1248	1017	893	768	705	838	799	951	900	780	921		9820
Allegh. Juv.	120	93	67	44	41	47	41	16	56	44	69		638
NR Adult	182	154	108	109	125	73	91	111	160	110	82		1305
NR Juv.	87	76	56	50	16	16	12	10	1	2	2		328
# Items Out	4305	2986	2980	3024	2633	2779	2766	2799	2818	2672	2815		32577
FY2015	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 15
CF Adult	1349	1342	1345	1358	1279	1315	1433	1386	1448	1396	1322	1503	16476
CF Juvenile	301	278	268	294	280	240	245	227	236	234	187	267	3057
Allegh. Adu	1164	1070	876	895	772	857	755	1074	1204	957	901	1018	11543
Allegh. Juv.	225	115	95	151	117	71	58	58	77	68	71	50	1156
NR Adult	167	118	104	160	172	173	165	167	162	134	109	98	1729
NR Juvenile	14	0	1	11	14	53	49	47	30	27	17	37	300
# ITEMS OUT	3220	2923	2689	2869	2604	2709	2705	2959	3157	2816	2807		34431

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

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		2114
CF Juvenile	40	42	40	39	36	37	38	27	31	28	38		396
Allegh. Adu	134	138	140	131	119	120	134	146	125	113	128		1428
Allegh. Juv	20	18	9	9	11	15	15	7	6	6	14		130
NR Adult	24	16	25	22	19	19	18	18	26	17	20		224
NR Juv.	10	12	8	4	1	3	4	2	3	1	1		49
Total Patro	444	426	396	393	380	395	403	385	382	354	378		4336
FY 2015	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 15
CF Adult	194	203	188	199	188	176	181	174	187	191	186	196	2263
CF Juvenile	40	31	27	38	32	33	30	24	36	29	27	32	379
Allegh. Adu	159	154	140	124	119	121	124	122	146	135	116	133	1593
Allegh. Juv	22	19	11	17	14	14	10	6	12	9	14	15	163
NR Adult	17	22	19	25	26	25	29	28	27	26	26	17	287
NR Juvenil	1	0	1	3	2	5	5	5	4	2	3	7	38
Total Patro	432	430	389	404	380	374	378	357	412	392	372		4718

Borrower counts, circulation trans.

	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 16
FY 2016													
Borrowers	444	426	396	393	380	395	403	385	382	354	378		4336
New Register	47	28	34	43	46	36	34	27	20	17	50		382
Transaction	6200	5760	6123	6340	5245	5316	5407	5693	5630	5392	5342		62448
W/HI	48	56	52	80	55	63	56	67	53	60	50		640
Withdrawn	490	198	694	1070	1018	2	7	1182	378	471	39		5549
PAC Login	60	57	25	31	43	42	36	25	61	31	31		442
W/D Patron	26	44	6	6	5	6	4	2	18	11	5		133
Computer T	682	664	616	777	615	627	617	587	595	588	552		6920
E-book Chr	142	138	156	154	160	163	168	152	148	156	160		1697
FY 2015	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 15
Borrowers	432	430	389	404	380	374	378	357	412	392	372	398	4718
New Register	61	58	109	50	44	30	38	19	37	33	25	34	538
Transaction	6358	6006	5493	5804	5160	5446	5514	5505	6228	5378	4822	5847	67651
W/HI	56	50	45	70	55	60	50	51	63	43	41	52	636
W/drawn b	39	7	19	29	7	38	32	199	353	1385	1369	202	3679
PAC Login	44	46	45	37	26	57	58	72	90	51	42	42	610
W/D Patron	6	13	28	16	8	18	3	2	2	10	5	22	133
Computer T	675	683	589	601	527	502	558	460	502	489	501	592	6679
E-book Chr	136	138	116	124	138	131	138	127	141	167	129	138	1623

NEW TITLES ADDED

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum 16/15
FY 2016													
FY 2016	149	205	162	214	194	223	184	189	215	139	190		2064
FY 2015	284	331	338	293	293	255	225	131	277	175	121	202	2632

MICHAEL ARMSTRONG COMMUNITY MEETING ROOM ATTENDANCE

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum. FY 16
FY 2016													
FY 2016	82	134	326	370	193	225	235	318	366	259	203		2711
FY 2015	Jul. 2014	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum FY 15
	97	140	270	304	136	180	301	146	387	312	172	151	2596

PUBLIC WORKS REPORT....MAY 2016

May has ended: summer has arrived. There were so many May showers that resulted in a lot of May flowers and run away lawn growth. Some would call it abnormal weather.

During this month we experienced several water main (Verge Street, Gardner Street) and service line issues (Clay Street, Loop Street, and Pine Street). Water issues included defective water valves, broken mains and service lines and dirty (muddy) water calls. The requirement to mark Miss Utility tickets continues to remain high as do calls to check resident meters due to perceived high water usage. We also replaced another fire hydrant in the intersection of Kensington and Lees Streets. Additionally we removed the hydrant at Frasier Hill / Old Verge Street at the request of the fire department.

Due to concerns about lower water revenues from the county we had the large meters that measure water sold to the county tested. The meter on the east side of town passed the testing process, however the meters on the west end of town failed. Both the town administration and the county were notified of the failure. We are working to have the meters on the west side of town repaired or replaced and then we will monitor to determine if there was a billing discrepancy.

The sewer crew has worked diligently to clear the backlog of sewer lateral clean out installations, shrinking the installed list from 69 to only 4. The crew also cleaned many sewer mains town wide to include Lee, Linden, all of Hamilton, Benton and parts of Jefferson Avenue.

The final report for the Administrative Order concerning I & I has been completed and submitted to Virginia Department of Environment Quality for their consideration to close our consent order.

Working design for water main replacement on Church Street from Roxbury to Commercial Avenue to include parts of McCormick and Pine Streets is in the works.

Design work continues for the Route 60 pump station elimination – reroute sewer to Clifton Dale pump station. This project has presented many unique challenges and will require coordination with both the County and the Virginia Department of Transportation.

The replacement street light pole arrived finally in Clifton Forge and was installed.



The new street light pole arriving being unloaded in the street



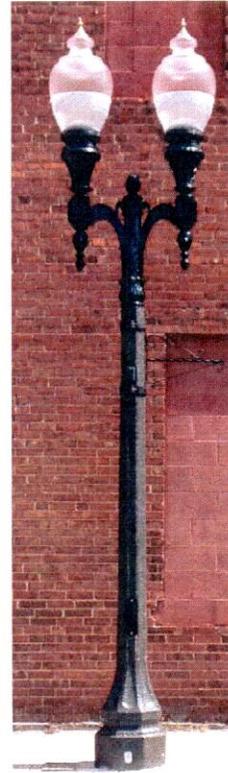
Preparing the wiring on Main Street.



Checking the wire pull cords prior to lifting the street light pole.

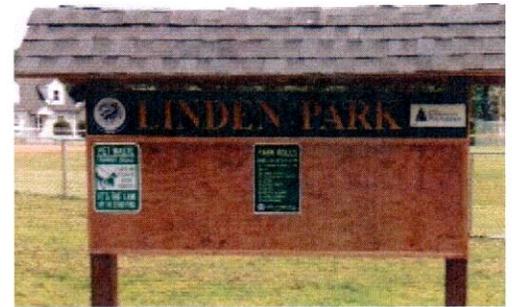


Aligning the pole to mounting bolts

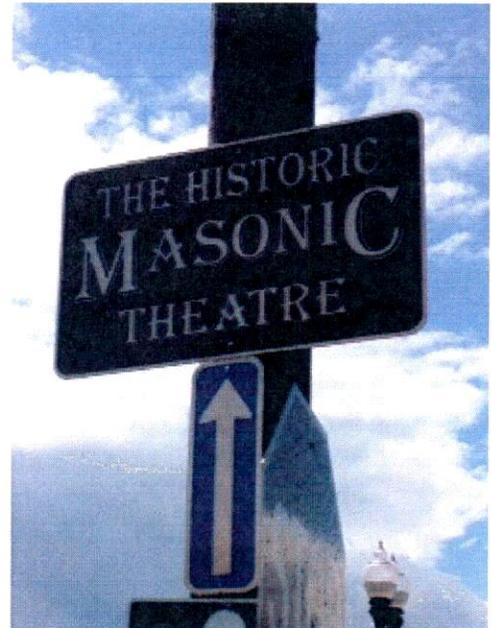
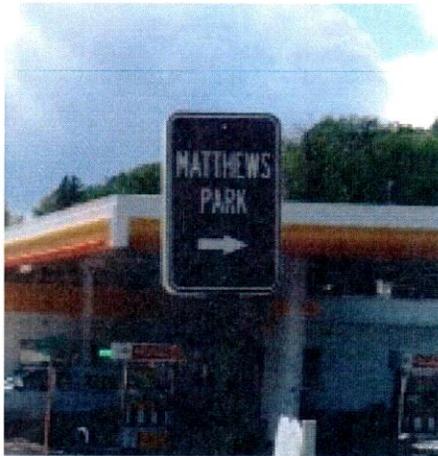


Completed

Besides working on normal street signs we were required to install pet waste signs at all town parks. There was an upsurge of pet droppings at all parks and the council requested advisory signs be installed to enable enforcement of the town ordinance concerning pets.



Park and recreational area signs were installed to assist residents and visitors locate our various parks and recreational fields. The signs for Mathews Park were also replaced as they had been removed by persons unknown. They were replaced when the other park signs were received.



We were requested to move additional equipment from the Library to their storage area in the A Street School.

The Skate Park was reopened for public usage following a lockdown of the park due to vandalism. The park was cleaned up, the grind bar reinstalled. The park is now open according to the approved schedule. It is locked at 9:30 in the evening and unlocked for use in the morning.



The new restroom facility at Linden Park was also a victim of vandalism, the partition was tore off the wall in the men's restroom.



There were no sanitary sewer overflows in May.

The paving contractor had returned and milled and paved Ridgeway Street from Owens Pharmacy to Main Street and Main Street from the intersection of Ridgeway to Cary Street. After the pavers were finished our pavement marking contractor came in and installed all associated pavement markings for this area.

There was significant damage that prevented public usage on Girard Street when a private swimming pool collapsed, this flooded the street and eroding a private retaining wall. That wall collapsed into the roadway. Public Works secured the roadway, move the debris out of the road and cleared the road so the general public could use the road safety.



There were no burials in May.



Lawrence Wright Skilled Operator

We have filled our open Skilled Laborer position, Lawrence Wright was hired. All currently authorized positions in Public Works are now filled.

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			
	July	20	37,080	18.54		July	8	14,300	7.15		July			
	August	13	27,000	13.5		August	6	10,280	5.14		August			
	September	27	54,200	27.1		September	9	19,680	9.84		September			
	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	41	56,240	28.12
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			
	July	7	10,600	5.3		July	13	25,670	12.84		July			
	August	9	10,960	5.48		August	14	17,880	8.94		August			
	September	5	9,080	4.54		September	14	20,090	10.05		September			
	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	47	74,510	37.26
*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			
	July	1	1,180	0.59		July	8	11,620	5.81		July			
	August	8	13,300	6.65		August	0	0	0		August			
	September	8	47,040	23.52		September	4	5,480	2.74		September			
	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	5	11,440	5.72

*Dump truck rental for 611 Park & 818 Pine

*Removed playground equipment from Washington Park

MONTHLY REPORT
May

DEPARTMENT	WEEK	OT HOURS	MEN	COMMENTS
CEMETERY	4/25 - 5/1/2016	0	0	
	5/2 - 5/8/2016	0	0	
	5/9 - 5/15/2016	0	0	
	5/16 - 5/22/2016	0	0	
	5/23 - 5/29/2016	0	0	
		0	0	
SEWER I & I	4/25 - 5/1/2016	7	4	Excavated a 4" sewer main @1061 Venus Way (3 hrs.). Called out for a sewer backup @1023 Ingalls (4 hrs.). Cleaned & camera laterals on Jefferson & Hamilton (10.5 hrs.). Excavated 1112 Jefferson & 1302 Hamilton for sewer cleanout installations (15 hrs.). Camera 1718 Ridgevue sewer main (8 hrs.). Called out for a sewer backup @518 Court. Jet Rodded the cleanout (2 hrs.). Called out to check a manhole cover that was damaged @300 blk. of McCormick (2 hrs.). Installed cleanouts @1302 Hamilton & 924 Jefferson after 3:30pm (6 hrs.).
	5/2 - 5/8/2016	10.5	3	
	5/9 - 5/15/2016	25	4	
	5/16 - 5/22/2016	8	4	
	5/23 - 5/29/2016	0	0	
		50.5	15	
WATER	4/25 - 5/1/2016	13.5	3	Repaired water leak in alley of 445 & 501 Verge (13.5 hrs.). Calibrated the county's water meter on Rt. 60 E & 220 Business W (.5 hrs.). Called out to cut two residents water back on (2 hrs.). Called out for a leak @527 Brussels. The leak was on private property (4 hrs.). Called out for water leak @4th & 5 th. It was only standing water from a back drain (4 hrs.). Read monthly meter readings (4 hrs.). Put in a water service pipe @921 Commercial (.5 hrs.).
	5/2 - 5/8/2016	0	0	
	5/9 - 5/15/2016	0.5	1	
	5/16 - 5/22/2016	10	3	
	5/23 - 5/29/2016	4.5	3	
		28.5	10	
BLDGS/GRDS	4/25 - 5/1/2016	0	0	
	5/2 - 5/8/2016	0	0	
	5/9 - 5/15/2016	0	0	
	5/16 - 5/22/2016	0	0	
	5/23 - 5/29/2016	0	0	
		0	0	
STREETS	4/25 - 5/1/2016	0.5	1	Picked up hanging flower baskets in Kerrs Creek (.5 hrs.). Called out to place cones @617 Thornton because a rock wall had collapsed into the roadway (2 hrs.).
	5/2 - 5/8/2016	0	0	
	5/9 - 5/15/2016	0	0	
	5/16 - 5/22/2016	2	1	
	5/23 - 5/29/2016	0	0	
	Total	2.5	2	
TOTAL		81.5 hrs.		

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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	0
	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		46.5	
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	0
	July	0.5		July	0		July	0
	August	5		August	23		August	0
	September	3.5		September	18		September	0
	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	0
	July	1.5		July	0		July	0
	August	20		August	13		August	0
	September	1		September	4		September	0
	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	0
	August	0		August	4		August	0
	September	1		September	0		September	0
	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	0
	July	0		July	0		July	0
	August	8		August	19.5		August	0
	September	0		September	8.5		September	0
	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	

MONTHLY REPORT
FY14 FY16
Community Service Workers Dollar Saved

2014	# DAYS	# COMMUNITY SERVICE	# HOURS	\$ SAVED	2015	# DAYS	# COMMUNITY SERVICE	# HOURS	\$ SAVED	2016	# DAYS	# COMMUNITY SERVICE	# HOURS	\$ SAVED
January	13	2	106	\$848.00	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				\$0.00
July	19	9	334	\$2,672.00	July	3	1	24	\$192.00	July				\$0.00
August	20	8	310	\$2,480.00	August	5	2	44	\$352.00	August				\$0.00
September	19	4	256	\$2,048.00	September	13	3	87.5	\$700.00	September				\$0.00
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	73	13	999	\$7,992.00

*Used \$8.00 per hour

Monthly Operations Report

Bobby Irvine WTP Manager

June 21st 2016

The Water Plant has been notified that a grant which they submitted this May has been approved. The Town will receive over \$8,000 to purchase 125 bags of sodium fluoride. This is roughly a 1 year supply of chemical based on past usage in our fluoridation program. The grant was awarded through the State's Office of Fluoridation in Richmond Va. Over the years we have been awarded several grants from this office to purchase chemicals, equipment and safety items, hopefully this trend will continue in the future.

Preparations are currently underway to begin lead and copper testing in our distribution system. Per state requirements we test 20 Town residences every three years. Initially we were required to test over 50 households annually. However, due to favorable testing results we were placed on the States reduced monitoring plan. Due to the tragic events recently in Flint Michigan EPA will inevitably invoke more stringent testing guidelines on lead which of course is a classic case of "too little too late". Thanks in advance to those homeowners who faithfully participate year after year and make our job so much easier.

Dixie Gas and Oil has once again been awarded the contract to provide propane to the water plant. This marks the fourth consecutive year that they will provide service to us and I must say that we have no complaints. They are dependable, courteous and extremely customer oriented, they also bailed us out post Derecho when we were forced to operate on generator power for almost six full days.

Finally one of our own, E.R. Gilbert will be seeking election to the Iron Gate Town Council this November, I am certain that if elected he will do an excellent job just as he has done here for the past nine years.

All of our current regulatory testing yielded satisfactory results and no consumer complaints were logged over the last 30 days

**Department of Community Development Monthly
Report
May 2016**

This month there were 6 violations of the Town ordinances and 6 violations of the Property Maintenance Code. Four of the Town ordinance violations were corrected and two of the property maintenance code violations were corrected. Six of town ordinance violations from April were resolved. There were seventy-one letters sent out citing grass violations. Sixty of those violations have been resolved.

- Parks & Trails Meeting 1
- Building permit inspections completed 18
- Lower Roxbury grant meeting 1
- Court hearing 3
- Rental inspections 3

During the Parks & Trails meeting we discussed proposed changes to Booker T. Washington Park and at the next meeting we will have Earl Labonte bring schematic plans to distribute to the committee. Adding additional playground equipment to Linden Park is a priority and Don Ford is working on a quote for swings and another piece of equipment for the “toddler” section. Brad Reed with VDOT requested that comment sheets be posted on the town website until June 7th to see if we receive any additional responses.

There was a Management Team and Housing Oversight Board meeting on May 19th. On May 9th we received 3 bids for rehabilitation work on three properties on Roxbury Street. On all three of the properties the bids were above the DHCD cost limits and on two of the rehabs the bids were substantially higher. The Rehab Specialist is working with the bidders to determine where costs can be reduced. We also received a bid on a substantial reconstruction and while the cost was above the DHCD limit the Oversight Board determined that the cost was acceptable. The work on 213 Roxbury is complete and the acquisitions of 318 and 359/361 Roxbury are complete.

On May 3rd Don Ford was in court for 507 Brussels Avenue and the owner did not appear. The Judge assessed a \$200 fine. On May 17th Don Ford was in court for 813 Main Street, Randy Leeman for inoperable vehicles, and Louise Belmont for 414 and 418 Keswick Street for property maintenance violations and 618 McCormick Boulevard, Robert Garten for failure to obtain a building permit. Mr. Leeman had removed the inoperable vehicles cited in the summons and the charges were dismissed. Ms. Belmont did not appear and the judge continued the case until June 7th. Mr. Garten did not appear and was fined. Gary Gardner appeared in court on May 17th for 517 Roxbury Street, 557 Verge Street, 231 West Ridgeway Street and 509 Brussels Avenue. All were in compliance with the exception of 509 Brussels Avenue which was issued a fine of \$250.

There were three rental inspections in May, 704 Pine Street, 719 Pine Street and 813 Pine Street. 704 Pine Street needed a handrail at the stairs to the second floor and some handrails to the bedrooms on the second floor. 719 Pine Street needed repairs to the siding, house numbers, repair to gutter and downspouts, screens and smoke detectors. 813 Pine Street needs repair to the northeast corner of the foundation, gutter and downspout repair; vent the

dryer to the exterior, floor repair in bathroom, cover opening in electrical panel and smoke detectors.

**Building Permits Issued
May 2016**

1. Phillip Peters, 225 Roxbury Street \$101,376
New house (fee waived as match to grant)
2. Geraldine Allen, 722 Verge Street \$1,500
Deck
3. Ruth Bush, 358 Roxbury Street \$9,600
Foundation repair (fee waived as match to grant)
4. William Persinger, 362 Roxbury Street \$9,600
Foundation repair (fee waived as match to grant)
5. John F. Bolton, 619 Jefferson Avenue
Remodel residence \$10,000
6. Paul Beverly, 221 Roxbury Street
Remodel kitchen \$1,000
7. Gerald Franson, 709 Jefferson Avenue

Demolition

\$7,500

8. Jeremy Nicely, 601 McCormick Blvd
Repair

\$2,400

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

The Clifton Forge Fire Department answered a total of 67 calls for service in the month of May. Of the 67 calls, 57 were EMS and 10 were Fire. 62 of these calls were in the Town limits and 5 were in the County. The department logged a total of 113.3 man hours while on these calls. The department logged 242 miles total on our apparatus. The average mark on time was 2 minutes per call and an average on scene time of 4.7 minutes. We had an average of 3.1 firefighters per call and 1.2 apparatus per call. We answered 57 ems calls of the 57 calls 43 were for general illness, 10 were for falls, 8 were for cardiac emergency's and 15 were trauma calls. Also in the month of May the department installed 2 smoke alarms that was provided by Red Cross. The fire calls are listed in order received.

1. 05/01/2016 – Main St. transformer on fire responded with 4 firefighters and 1 apparatus
Town Call
2. 05/02/2016 – Rt. 220 & Verge St. motor vehicle accident responded with 8 firefighters and 3 apparatus
County Call
3. 05/03/2016 – Post Office fuel spill responded with 6 firefighters and 1 apparatus
Town Call
4. 05/04/2016 – 1718 N. Oakwood Ave. structure fire responded with 13 firefighters and 3 apparatus
County Call
5. 05/06/2016 – 902 Market Ave. motor vehicle accident responded with 8 firefighters and 2 apparatus
County Call
6. 05/10/2016 – 1725 Main St. service call responded with 4 firefighters and 2 apparatus
Town Call
7. 05/13/2016 – Woodlands Nursing Home alarm activation responded with 9 firefighters and 1 apparatus
Town Call
8. 05/20/2016 – Rt. 606 motor vehicle accident responded with 7 firefighters and 2 apparatus
County Call
9. 05/30/2016 – 110 Ross Lane structure fire responded with 12 firefighters and 2 apparatus
County Call
10. 05/31/2016 – 524 Brussels smoke in house responded with 13 firefighters and 4 apparatus
Town Call