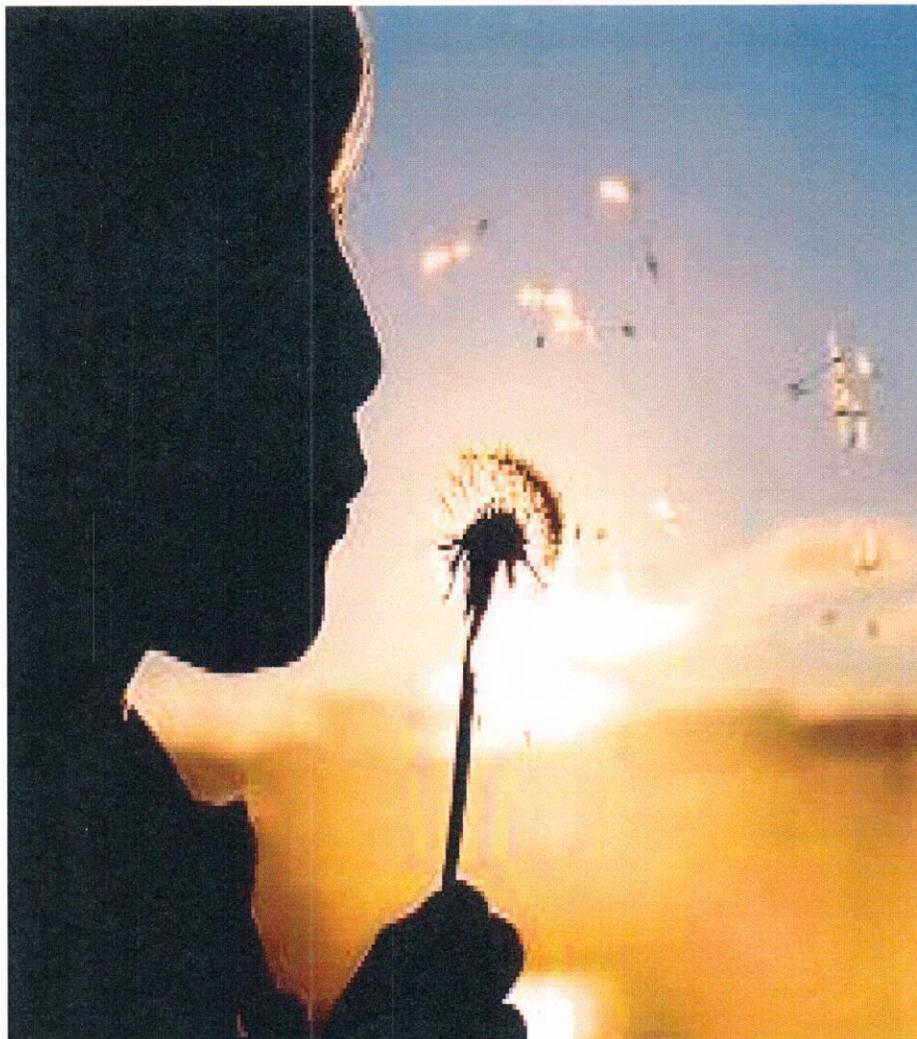


Town Council Agenda
Tuesday, August 23, 2016

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, AUGUST 23, 2016
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION BY

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PRESENTATION

RESOLUTION OF RESPECT FOR TOM DEAN—Mayor Brinkley

CONSENT AGENDA

**1. MINUTES August 9, 2016 Council Meeting
 August 16, 2016 Work Session**

RECOMMENDATION: Approve minutes from August 9 and 16, 2016

ACTION ITEMS

1. Request by the Clifton Forge Shrine Club to hold annual Fall Festival

The Clifton Forge Shriner's Club appreciates the support and cooperation of the Town in the past and requests continued support by granting permission to conduct the 46th Annual Fall Foliage Festival October 14 – 16, 2016, with the same arrangements as last year and assistance with the trash pick-up.

RECOMMENDATION: Grant request

2. Department Reports

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

RECOMMENDATION: Accept reports

INFORMATION

Town offices will be closed on Monday, September 5, 2016 for the Labor Day holiday.

Alleghany County will be holding a tire amnesty day on Saturday, September 17, 2016.

The Corridor Curb Appeal Committee will be holding a community clean-up day on Saturday, September 24, 2016. All volunteers are welcome and should report to Town Hall by 8 AM that morning to begin.

MANAGER'S COMMENTS

UPCOMING EVENTS

CLIFTON FORGE PUBLIC LIBRARY

**PRESCHOOL STORY TIME—WEDNESDAY, SEPTEMBER 21, 2016, 11 AM
– 12 PM**

CLIFTON FORGE MAIN STREET

**DOWNTOWN MARKET—EACH FRIDAY, THROUGH SEPTEMBER 30,
2016, 8 AM – 12:30 PM**

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, SEPTEMBER 16, 2016, 7 PM

MASONIC AMPHITHEATRE

OPEN MIC NIGHT—FRIDAY, AUGUST 26, 2016, 7 PM

**BILL COOK & FRIENDS & PIE BAKING CONTEST FUNDRAISER AT THE
MASONIC AMPHITHEATRE—SUNDAY, SEPTEMBER 11, 2016, 6 PM**

**ALLEGHENY MOUNTAIN STRING PROJECT & PICNIC AT THE
MASONIC AMPHITHEATRE—SATURDAY, SEPTEMBER 17, 2016, 6 PM**

**CON OF THE MOUNTAIN—FRIDAY & SATURDAY, SEPTEMBER 30 & 31,
2016—FRIDAY, 4 PM-MIDNIGHT, SATURDAY, 10 AM -MIDNIGHT**

MASONIC THEATRE

**BILL PINKNEY'S ORIGINAL DRIFTERS—SATURDAY, SEPTEMBER 10,
2016, 7:30 PM (\$20/\$17/\$15)**

PUBLIC COMMENTS

COUNCIL COMMENTS

**CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-7
LEGAL**



TOWN OF CLIFTON FORGE

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CLIFTON FORGE, VIRGINIA 24422
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www.cliftonforgeva.gov

**COUNCIL MINUTES
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, AUGUST 9, 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, 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.

PRESENTATION

Structural Evaluation of C & O Rail Yard Shop Buildings—Nick Brash, Comprehensive Construction Services, Inc.

Mr. Brash began his PowerPoint presentation of the structural evaluation performed by his company by showing slides of each building located on the property and going over the individual issues with each building. He named contaminants present in each area, as well as the structural stability and potential for danger and any type of salvage that could possibly be done. A copy of the full report is located on the Town's website. At the request of Mrs. Burcham, Mr. Brash summarized the report and stated that he feels the best option is to demolish the buildings and clear the property due to

the cost that would be involved and danger being far greater than the cost that would be recovered by the salvage. He also mentioned a significant amount of standing water in several areas that could cause a potential mosquito problem.

Councilwoman Roberts asked if a salvage company could come in and would be willing to do the work for cost, would it be an option. Mr. Brash stated that the bathhouse, building 1, 3, and 6 were a definite no due to the danger that exists and amount of damage present. He stated that buildings 4, 2, and 5 may be a possibility if the cost of steel continues to rise and the Town could find a company willing to take on the job. He stated that there is a lot of brick present, especially in buildings 1-5 in which the brick is in multiple layers and very thick and he is unsure if a company would be interested because the cost of hauling the debris would most likely not be economical due to the weight, and in addition the Town would have to remove the asbestos prior to a salvage company beginning any work.

Councilman Umstead stated that he understood from the presentation that the area is potentially dangerous and stated that he assumed for the town to do nothing it would be bad. Mr. Brash stated that it would and that the stack for one is in terrible condition and the buildings as he mentioned are also unsafe. He stated that the bottom of the stack is ok, but in order to save it, approximately 10 feet would have to be removed from the top and be capped and sealed to save it from any further deterioration from water exposure. Mr. Umstead asked what that would entail and Mr. Brash stated that the bricks would need to be contained and stabilized and steel beams used with a concrete type material covering it in a sloped fashion to prevent the water from standing and push it away from the structure.

Mayor Brinkley stated that he had personally seen the stack struck by lightning in the past. Mr. Brash stated that it would not surprise him due to the height and location of the structure and agreed that it would have had an impact on the structure. He mentioned that it might be good to proceed with a Phase II environmental study to see what contaminants are actually present in the soil at the site due to the materials that have been used over the years by the railroad such as oil and any spills that may have occurred over the years.

Councilwoman Roberts asked hypothetically if the town proceeds with the Phase II evaluation and contaminants are found, are there funds to help assist the Town with that type of clean-up. Mr. Brash stated that those types of funds do exist, but that he is unsure what is actually available. Mrs. Burcham advised that there are funds available through DEQ to both public and private entities, but that it may be a competitive process.

CONSENT AGENDA

1. MINUTES July 12, 2016 Council Meeting

RECOMMENDATION: Approve minutes from July 12, 2016

Motion to approve minutes

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

ACTION ITEMS

2. RESOLUTION TO PURCHASE UNPLATTED LANDS, STREETS AND ALLEYS

Virginia Lawler has offered to sell to the Town the unplatted lands, streets, and alleys in Sections 1, 2, and 3 of the Clifton Forge Company and a 20' strip of land that lies adjacent to the exterior boundary lines of the Clifton Forge Company for \$5,000.

RECOMMENDATION: Waive second reading and adopt resolution

Motion to waive second reading

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

Motion to adopt resolution

Motion made by: Councilman Irvine

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

3. REQUEST FROM MASONIC THEATRE PRESERVATION FOUNDATION TO USE THE CLIFTON FORGE HIGH SCHOOL FOR THE SOMETHING WICKED HAUNTED EVENT

The event is scheduled October 21, 22, 28, and 29, 2016 and as in the past, the Theatre event organizers agree to disassemble anything that is put into the school, provide a cleaning crew to clean up the school after the event.

RECOMMENDATION: Grant permission

Mrs. Burcham advised that the original request from Mr. Stern for the event included a request to use the Armory building as well. Since Mr. Stern is new to this process, she

has advised him that the Town does not control rental of the Armory facility and advised him to contact the Armory Committee and provided him with the information needed to do so.

Motion to approve minutes

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

4. DEPARTMENT REPORTS

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

RECOMMENDATION: Accept reports as written

Motion to approve minutes

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 appoint Pamela Irvine to fill the unexpired term on the Planning Commission that was previously held by Steve McKee.

Motion to appoint Mrs. Irvine

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

INFORMATION

A representative from Congressman Griffith's office will be at the Clifton Forge Public Library on Thursday, August 18, 2016 from 10 AM – Noon.

MANAGER’S COMMENTS

Mrs. Burcham advised that segment 3 of the Smith Creek Trail is now open. She stated that this portion of the trail was made possible through funding from the Alleghany Foundation. She mentioned that the trail is not intended for vehicle use, only walking and bicycles and that it is so well constructed someone had driven a vehicle on the surface.

Mrs. Burcham also mentioned the information pertaining to mosquitos and how to avoid an issue with them on the back of the most recent utility bills. She stated that the issue that Mr. Brash had mentioned about the potential for mosquito issues at the railyard property would be taken care of and encouraged everyone to be mindful of moisture in areas so as not to encourage mosquitos to populate an area. She also stated that door-hangers, provided by the Virginia Health Department, have been placed on properties known to have swimming pools within the town and fliers are available at both Town Hall and the Library.

UPCOMING EVENTS

CLIFTON FORGE MAIN STREET

DOWNTOWN MARKET—EACH FRIDAY, THROUGH SEPTEMBER 30, 2016, 8 AM – 12:30 PM

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, AUGUST 19, 2016, 7 PM

MASONIC AMPHITHEATRE

BRIAN BLEAKLEY AND STEVE AMBROSE, “TWO FOR FUN”—SATURDAY, AUGUST 20, 2016, 7:30 PM (\$5, \$8, AND \$10)

PUBLIC COMMENTS

There were no public comments.

COUNCIL COMMENTS

Councilman Irvine thanked everyone for coming.

Councilwoman Roberts thanked everyone for coming and encouraged them to enjoy the cooler weather while it lasts.

Councilman Umstead thanked everyone for coming and stated that he appreciates everyone who comes out. Mr. Umstead mentioned that he moved here 34 years ago and met Tom Dean who was a great man and friend. He stated the Town has lost a great person. He also encouraged anyone who hasn't seen Roxbury Street since they've began working on it to drive by and take a look. He stated that it looks wonderful and is only going to improve with the remaining changes planned such as the park.

**CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-7
LEGAL**

Motion made by: Councilwoman Roberts **TIME:** 7:57 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:** 8:28 PM

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

Motion to certify only indicated items were discussed

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

Motion to adjourn

TIME: 8:36 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

TOWN COUNCIL WORK SESSION
Tuesday, August 16, 2016
James N. Houff Conference Room

Mayor Brinkley called the meeting to order at 7:01 PM.

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

Also present: Darlene Burcham, Town Manager

**CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-7
LEGAL**

Motion made by: Councilwoman Roberts **TIME: 7:03 PM**

Seconded by: Councilman Umstead

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: 8:33 PM**

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

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: 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

The Town Manager passed out a map indicating the proposed Tourism Zone, the incentives to be offered and the criteria by which the level of incentives would be evaluated. These materials have been slightly modified from those presented by Dr. Roberts at a previous meeting and represent the staff position on the program. Incentives would only apply to new and/or expanded business in the zone.

Council discussed briefly and agreed that the item should be placed on the agenda for the first meeting in September.

Motion to adjourn

TIME: 9:08 PM

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
Mayor Brinkley	Aye

Motion passed: 5-0

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.

Clifton Forge Shrine Club Fall Foliage Festival

PO Box 283
Clifton Forge, Virginia 24422
(540) 862-3358

RECEIVED
AUG 12 2016

BY:

August 12, 2016

Ms. Darlene Burcham
Town Manager
Town of Clifton Forge
PO Box 631
Clifton Forge, Virginia 24422

Dear Ms. Burcham,

I am writing to respectfully request the Town of Clifton Forge grant the Clifton Forge Shrine Club a resolution to conduct the 46th annual Fall Foliage Festival. The festival will be held October 14, 15, and 16. We would request the Town provide us with the same terms as established in 2015 authorizing resolution.

On behalf of the Shrine Club, I would like to thank the citizens, Town Council, you, and your staff for all of the support and cooperation we receive from the Town. Without the in-kind contributions from the Town our event would not be a success.

As chairman, I will continue to work with the Town and the community to welcome any ideas or comments for improvements. If any questions arise throughout this process, please feel free to contact me.

With kind regards, I remain

Sincerely yours,



Jeremiah M. Walker
Chairman

**CLIFTON FORGE
POLICE DEPARTMENT**

**** Monthly Report ****

JULY 2016

	July '15	'15 YTD	July '16	'16 YTD
ADULT CRIMINAL ARRESTS	*****	*****	*****	*****
FELONY	8	56	4	29
MISDEMEANOR	35	157	32	165
	*****	*****	*****	*****
JUVENILE CRIMINAL ARRESTS				
FELONY	0	2	0	0
MISDEMEANOR	1	7	0	0
TRAFFIC SUMMONS ISSUED	37	219	6	81
PARKING VIOLATIONS	26	244	6	244
COMPLAINTS RESPONDED TO	523	2,874	355	2,420
PUBLIC WORKS COMPLAINTS	18	107	10	78
CITIZENS/BUSINESS REQUEST-CHECK LIST	824	4,961	650	3,683
BURGULAR ALARMS PROCESSED	10	60	2	40
ACCIDENT INVESTIGATED	5	32	7	29
REQUEST TO UNLOCKED MOTOR VEHICLES	9	77	8	105
REQUEST TO UNLOCK HOMES / BUSINESSES	0	0	0	0
ESCORTS PROVIDED	11	82	20	89
COURT DOCUMENTS PROCESSED	68	367	70	324
UNSECURED PROPERTY	20	65	17	80
MILES TRAVELED BY DEPARTMENT	5,001	39,489	5,525	37,291
TRANSPORTS	*****	*****	*****	*****
TO REGIONAL JAIL	*****	*****	*****	*****
Number of transports	14	55	7	42
Total Mileage	310	1,200	161	950
Man-hours	14hours 45mins	52hrs 12mins	7 hours 16mins	42hrs 27mins
TO MENTAL FACILITY				
Number of Transports	6	45	7	32
Total Mileage	552	2,918	792	1,896
Man-hours	23hours 2mins	132hrs 26mins	36hrs 30mins	103hrs 57mins
	*****	*****	*****	*****
ANIMAL CONTROL				
COMPLAINTS RESPONDED TO	47	224	45	346
ANIMALS PLACED IN SHELTER	6	45	9	82
DOGS	1	8	1	17
CATS	5	37	8	65
SUMMONS ISSUED	0	4	0	10
ANIMAL BITES INVESTIGATED	2	7	3	12
ANIMALS RETURNED TO OWNER	1	4	1	6
DOGS	1	4	1	6
CATS	0	0	0	0
OTHER	0	0	0	0
ANIMALS RETURNED TO THE WILD	4	11	2	5

Adult Arrests

Criminal Arrests – Felony

1	Abduction	1	Assault & Battery P.O.
2	Grand Larceny		

Criminal Arrests – Misdemeanor

1	Annoy by Phone	3	Assault and Battery
2	Drunk in Public	2	Domestic Assault & Battery
17	Fail to Pay Parking Ticket	1	Resist Arrest
1	Trespass	1	Underage Poss. of Alcohol
2	Violate Noise Ordinance	2	Violate Protective Order

Traffic Enforcement

1	Drive Suspended	1	Fail to Maintain Control
1	Fail to Obey Traffic Light	1	Reckless Driving
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 July the Police Department has initiated eighteen(18) criminal investigations. Two (2) case was carried over from the previous month. This brings to a total twenty (20) criminal investigations that have been active between July 1, 2016 and July 31, 2016.

Criminal cases carried over from previous months:

Break and Enter – 1 Grand Larceny- 1

Criminal cases initiated in July:

Petit Larceny- 3	Abduction- 1
Fraud- 1	Unauthorized Use- 1
Hit and Run- 2	Computer Trespass- 2
Break and Enter- 1	Grand Larceny- 2
Forgery- 1	Death Investigation- 2
Rape- 1	Missing Juvenile- 1

Criminal cases cleared in July:

Petit Larceny- 1	Abduction- 1
Unauthorized Use- 1	Hit and Run- 2
Computer Trespass - 1	Break and Enter- 1
Forgery- 1	Death Investigation- 2
Rape- 1	Missing Juvenile- 1
Grand Larceny- 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 July was 73.22%. 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 July 13, 2016, Lt. R.L. Paxton received information that an individual, who lived at the Alleghany Building, had been bragging that he had stolen videos from the library in his apartment. Lt. Paxton contacted the library to obtain a list of missing DVD movies. At that point, a list had not been made. Lt. Paxton then found out that Alleghany County Sheriff's Department was going to be at the suspect's apartment the following day for an eviction. Lt. Paxton contacted Major R. Walton and asked to be notified when he came into town to execute the eviction.

On July 14, 2016, Lt. Paxton accompanied Major Walton and two other deputies to the Alleghany Building for the suspect's eviction. When the suspect was told that he needed to get his belongings and vacate the apartment, he replied he did not need to get anything because the stuff in the apartment was stolen. Lt. Paxton, who had been waiting in the hallway, then approached the suspect and asked what was stolen. The suspect stated that all of the DVD movies had been stolen from the Clifton Forge Public Library. The suspect showed Lt. Paxton several shelves in the hall closet that were full of movies and a storage compartment in the living room which had DVD's and books belonging to the library. The eviction process was complete and the suspect was removed from the property. Lt. Paxton and Officer W.W. Angle removed the videos and books and secured them at the police department until they could be confirmed as library property.

On July 15, 2016 Lt. Paxton transported the property to the Clifton Forge Library, where it was scanned and confirmed to be property of the library. Library records indicated that the items had not been checked out by the suspect. There were a total of 180 DVDs and 44 books recovered with a total value of \$5,455.51.

On July 15, 2016, the suspect was arrested and charged with grand larceny. He was held in jail without bond pending his court hearing.

On July 13, 2016, Sgt. C.W. Broughman completed an investigation for grand larceny, which was initiated in March. The original complaint was in reference to items missing from a rental house on Roxbury Street. The total value of the items that were missing was over \$700.00. The items included a flat screen television, a Wii game console and a guitar. The investigation lead to the renter's boyfriend. The suspect was interviewed by Sgt. Broughman and admitted to selling the television and destroying the other items. Based upon his confession Sgt. Broughman charged him with grand larceny.

On July 27, 2016 at approximately 7:52 a.m., Officer T.P. Ledford and Chief B.G. Balser responded to the 1000 block of Commercial Avenue due to reports of a woman screaming for help. They located the victim outside of a residence claiming that her boyfriend would not let her leave and he had choked her and tried to cut her with a chainsaw. Officer Ledford spoke with the suspect who denied the allegations, claiming that he just wanted her to leave the property. Sgt. S. Fischer of the Alleghany County Sheriff's Office arrived on the scene to assist. Chief Balser and Officer Ledford accompanied the victim back into the residence to get her belongings while Sgt. Fischer waited on the porch with the suspect. At this time Lt. R.L. Paxton arrived and joined Sgt. Fischer on the porch. Chief Balser and Officer Ledford exited the house with the victim and were escorting her off the property when the suspect told the victim that if he wanted to get her he would, that the police could not stop him. The victim made some reply and the suspect lunged off of the porch toward her. He was immediately intercepted by Sgt. Fischer and Lt. Paxton at which time he was told that he was under arrest. The suspect began struggling with the officers, who were assisted by Officer Ledford and Chief Balser. The suspect was ultimately placed on the ground and handcuffed. During the struggle the suspect received abrasions to his face and head and Lt. Paxton had a minor laceration to his hand. Also during the struggle, Lt. Paxton's glasses were knocked off and damaged.

The suspect was placed in Officer Ledford's patrol vehicle and transported to the Alleghany Regional Jail. The victim was placed in Lt. Paxton's patrol vehicle and transported to the Clifton Forge Police Department pending further investigation. Once at the police station a videotaped statement was obtained from the victim. The suspect was charged with disorderly conduct, resisting arrest, assault and battery of police officer, destruction of property, domestic violence and abduction.

Sgt. Fischer and Lt. Paxton had both been exposed to the suspect's

blood during the struggle and both were treated at the Jackson River Rapid Care Center for blood borne pathogen exposure.

Additional charges may be placed pending the Commonwealth Attorney's review.

Clifton Forge Public Library

Director's Report

July 2016

The month of July was a less busy time as groups and governmental agencies took summer breaks. The Armstrong Community Meeting room was less busy as 167 people attended various meetings and special programs. Salem/Alleghany Highlands General Education [GED] classes continued their break until August. The Library Quilters remained on summer break. Threadbenders met twice 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 did not meet due to summer break. Congressman Morgan Griffith's representative met with local constituents on normal schedule. The representative of the Virginia Employment Commission met with patrons on her regular schedule. The Library Board and the Friends of the Library did not meet as both groups took a summer break. The Library held four special summer reading events. The first two events were held at the Masonic Amphitheater while the last two were held in the Armstrong room due to the unusual heat conditions during the month of July. More than 200 children and their parents and caregivers attended the various events. The Library hosted three new groups to the summer reading event program schedule. The Bright Star Theater group held a two person stage presentation titled "Once Upon a Time." The actors engaged audience members as they performed their own unique versions of Cinderella and Jack and the Beanstalk. Sciencetellers was another first time group who engaged children with special scientific experiments while telling a related story. The Alleghany Highlands Arts and Crafts Center once again held a special craft themed event where children helped create a

paper quilt. The completed quilt is currently on display in the library. Finally, Sue Ellen Haver and her rescued Staffordshire Terrier, Russell presented "Muscles with Russell." Ms. Haver and Russell presented a program that helped children make good eating, lifestyle and behavior decisions.

As no volunteers were available, staff member Iris Gilbert made the monthly trip to Scott Hill where resident Joyce Murphy offered her assistance. Residents checked out 194 books. The Con of the Mountain organizational committee met three times to discuss changes to the organizational structure of the committee and to make changes to the event.

FY2017	Jul-16	August	September	October	November	December	January	February	March	April	May	June
Donations	\$0.00											
Book Sales	\$4.00											
Fax Charges	\$150.00											
Fines	\$215.13											
Replace book	\$9.00											
Replace card	\$18.00											
Non-Resider	\$0.00											
Print-outs	\$81.87											
Total	\$479.00											
FY 2016	Jul-15	August	September	October	November	December	January	February	March	April	May	June
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
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
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
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
Replace Cart	\$16.00	\$18.00	\$24.00	\$12.00	\$12.00	\$16.00	\$24.00	\$20.00	\$28.00	\$18.00	\$14.00	\$22.00
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
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
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
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

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

	July	August	Sept.	October	November	December	January	February	March	April	May	June
FY 2017	July	August	Sept.	October	November	December	January	February	March	April	May	June
CF Adult	1365											
CF Juvenile	657											
Allegh. Adu	815											
Allegh. Juv.	64											
NR Adult	123											
NR Juvenile	62											
# ITEMS O	3115											
FY 2016	July	August	Sept.	October	November	December	January	February	March	April	May	June
CF Adult	2156	1417	1499	1497	1355	1375	1427	1377	1345	1319	1443	1595
CF Child	512	279	357	556	391	430	396	334	356	313	298	524
Allegh. Adu	1248	1017	893	768	705	838	799	951	900	780	921	1074
Allegh. Juv.	120	93	67	44	41	47	41	16	56	44	69	99
NR Adult	182	154	108	109	125	73	91	111	160	110	82	172
NR Juv.	87	76	56	50	16	16	12	10	1	2	2	57
# Items Out	4305	2986	2980	3024	2633	2779	2766	2799	2818	2672	2815	3521

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

	July	August	Sept.	October	November	December	January	February	March	April	May	June
FY 2017	July	August	Sept.	October	November	December	January	February	March	April	May	June
CF Adult	194											
CF Juvenile	53											
Allegh. Adu	124											
Allegh. Juv.	13											
NR Adult	23											
NR Juvenile	5											
Total Patro	412											
FY 2016	July	August	September	October	November	December	January	February	March	April	May	June
CF Adult	217	202	176	188	191	198	194	188	191	189	180	210
CF Juvenile	40	42	40	39	36	37	38	27	31	28	38	48
Allegh. Adu	134	138	140	131	119	120	134	146	125	113	128	145
Allegh. Juv.	20	18	9	9	11	15	15	7	6	6	14	14
NR Adult	24	16	25	22	19	19	18	18	26	17	20	23
NR Juv.	10	12	8	4	1	3	4	2	3	1	1	5

Total Patron	444	426	396	393	380	395	403	385	382	354	378	442
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Borrower counts, circulation trans.

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2017												
Borrowers	412											
New Registr	23											
Transaction	6366											
Wifi	68											
W/drawn b	8											
PAC Login	51											
W/D Patron	6											
Computer I	549											
E-book Cir	161											
FY 2016												
Borrowers	444	426	396	393	380	395	403	385	382	354	378	442
New Registr	47	28	34	43	46	36	34	27	20	17	50	37
Transaction	6200	5760	6123	6340	5245	5316	5407	5693	5630	5392	5342	6697
WiFi	48	56	52	80	55	63	56	67	53	60	50	62
Withdrawn	490	198	694	1070	1018	2	7	1182	378	471	39	26
PAC Login	60	57	25	31	43	42	36	25	61	31	31	53
W/D Patron	26	44	6	6	5	6	4	2	18	11	5	8
Computer I	682	664	616	777	615	627	617	587	595	588	552	628
E-book Cir	142	138	156	154	160	163	168	152	148	156	160	192

NEW TITLES ADDED

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

MICHAEL ARMSTRONG COMMUNITY MEETING ROOM ATTENDANCE

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

CM FY 17
\$0.00
\$4.00
\$150.00
\$215.13
\$9.00
\$18.00
\$0.00
\$81.87
\$479.00
Cum FY 16
\$2,302.50
\$90.00
\$1,925.50
\$2,486.45
\$224.00
\$232.97
\$0.00
\$1,220.99
\$8,481.96

Cum FY 17
1365
657
815
64
123
62
3115
Cum FY 16
17805
4746
10894
737
1477
385
36098

Cum FY 17
194
53
124
13
23
5
412
Cum FY 16
2324
444
1573
144
247
54

4778

Cum FY 17
412
23
6366
68
8
51
6
549
161
Cum FY 16
4778
419
69145
702
5575
495
141
7548
1889

Cum 16/17
2304

Cum FY 17
Cum FY 16
2893

PUBLIC WORKS REPORT... JULY 2016

Summer is starting to wane. July has come to an end once again. The weather has started to return to normal. Extremely hot and humid with the usual almost daily pop up thunder storm. Our hanging flower baskets are faring much better this year, we are watering them six days a week and providing plant food twice a week. The five plants that we had removed and taken to the shop for babysitting have even recovered and have been re-installed on the streets.



One of the hanging baskets hanging throughout the downtown areas of Clifton Forge.

After the heavy rains of June it became more apparent that the storm drainage system along Lowell Street needed cleaning. We replaced over 120 feet of failed storm drain line along Lowell Street in the area of the facility called the old laundromat.



New storm drain on Lowell Street

There were no sanitary sewer overflows in July.

In preparations for the 4th of July celebration the department did a final mow of the CSX property where the fireworks are staged, delivered benches, seating to town hall, delivered cones and barricades for the parade marshalling area and set up the town stage at the C&O railyard. The weather however had different plans, the parade did go on, in monsoon rains, the speakers did say their piece in front of town hall to an umbrella clad audience and the fireworks display were delayed until the following weekend. All and all the event went on and was a great time for all that were willing to battle the rain.

The little league ball season ended, most games in the last two weeks experiencing rain delays and/or had to play makeup games, however all went well and the season was a success. Now we are preparing for the football season.

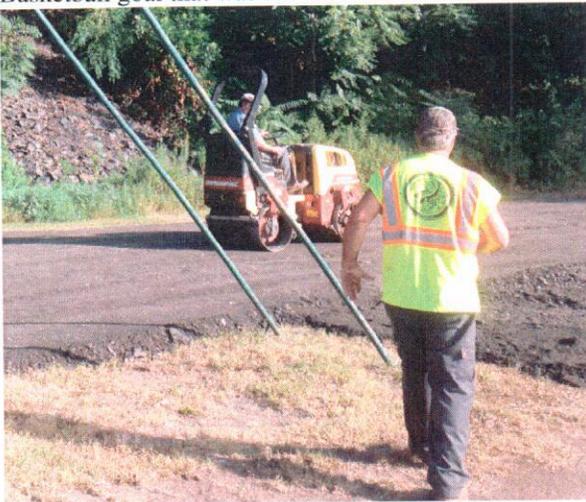
In the Booker T Washington Park, the two unsafe basketball goal posts that were standing on the court at the park entrance have been removed. This area is now designated and available for parking. The size of the parking area was enlarged to handle increased parking should the demand rise.



Basketball goal that was removed



The other basketball goal that was removed.



Parking area at Booker T Washington Park

In an effort to continue with improvements at all of the town parks, the pelican at Linden Park was cleaned and spruced up. Almost looks new now and is awaiting play time.



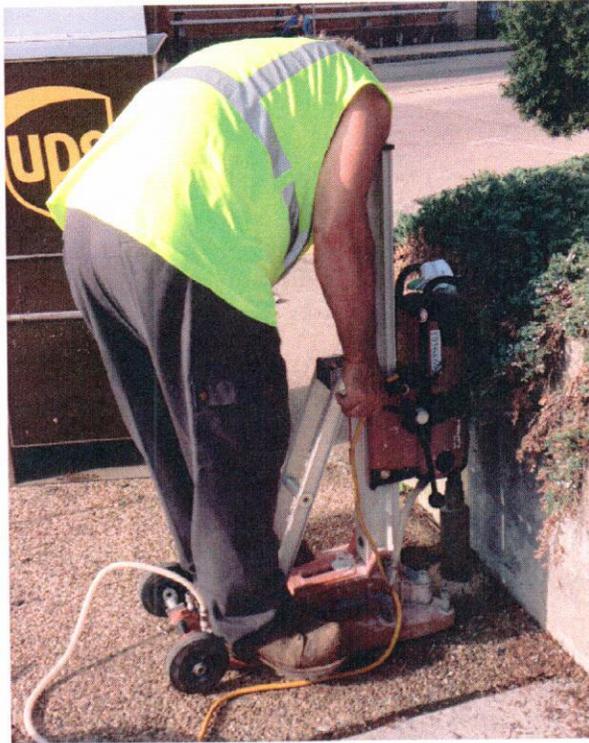
The Pelican in Linden Park all freshened up and ready.

There were no additional sidewalk repairs done in July. Sidewalk crews are scheduled to return in August, complete the repairs in the area of 815 McCormick Blvd that have been delayed since last year and then return to Roxbury Street to repair the main trip hazards in the 200 and 300 blocks.



Inspecting the fence to determine repairs needed.

Once again our decorative fencing along Main Street fell victim to inattentive vehicle drivers. The repairs this time were relatively inexpensive when compared to the last fence accident. Also this month a county school bus hit and damaged one of our decorative street light poles. The pole itself sustained many cracks and is being programmed for replacement.



Core drilling for the sign post to be installed for the Historic Masonic Theater sign due to be erected first week in August.

Sign repairs, replacement and new installations are continuing. There was a new all way (4 way) stop sign package installed at the McCormick Blvd Howard Street intersection.



New all ways stop on McCormick Blvd and Howard Street

We have now completed a full month utilizing the newly certified water meter for the county, current month reading does not indicate that there was an issue with billing and quantities as previously thought. We will continue to monitor usages to insure that short or under billing had not occurred.

The sewer crew now has four lateral requests to complete. The crew continued cleaning and videoing sewer mains in an attempt to identify and remove I & I.

We are preparing to replace the sewer main in the alley between Commercial Avenue and McCormick Blvd. The pavement has been saw cut in preparation of the work.



Sewer line inspections, Confined space entry.

As with last month, we are still awaiting the results of the DEQ review of our final report concerning the Administrative Order concerning I & I

There were two full burials and one cremation in July.

The water main replacement project that includes Church Street from McCormick to Commercial and McCormick from Church Street to Pine Street has been advertised. There were 12 contractors present for the pre-bid conference. We are now waiting to see how many will bid on the project.

We had several water break calls, Rose Street, Alleghany Street and Gardner Street. On Gardner Street we had several breaks in an old galvanized water supply line that we had to replace approximately 200 feet of supply line that provided service to three properties.



Water supply line repairs Gardner Street.



Water Break Rose Avenue.



Water break Alleghany Street.

The requirement to mark Miss Utility tickets continues to remain high as do calls to check resident meters due to perceived high water usage.

Asphalt paving of potholes and the patching utility trenches is scheduled to start in August.

In Town Hall, continued preparing the back three offices for the re-location of the Police Chief and officers. Rooms have been cleaned, walls repaired, painted, new blinds installed we are awaiting the arrival of the floating floor tiles to finish up.

Submitted by Earl LaBonte, Public Works Director

Monthly Operations Report

Town of Clifton Forge Water Plant

Bobby Irvine, Plant Manager

8/16/2016

Tony Kimberlin has accepted the position of Lead Shift Operator. Tony is a class 1 operator with over 10 years operating experience. He is a lifelong Clifton Forge resident and a member of the Fire Department. The plant is currently accepting applications for an "operator trainee", we hope to fill this position before the end of August.

J.J.'s Contracting has been awarded the contract to clean the upper "small reservoir". The dredging operation will begin on August 26th and will take 3 to 4 days to complete. The large reservoir will be utilized to provide raw water to the plant for the duration of the cleaning. The small reservoir was last dredged in 2012.

Sample bottles will be handed out later this week to 20 designated households for lead and copper samples. This testing is performed every 3 years at sites chosen by the Health Department's Office of Drinking Water. We have been performing these tests for over 20 years and fortunately have not exceeded the maximum contaminant level at any site.

The minor upgrades mandated by the recent OSHA inspection have been completed and the plant staff currently is researching alternatives for the existing radio/SCADA system which is rapidly becoming unreliable.

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

Department of Community Development Monthly Report July 2016

This month there were 17 violations of Town ordinances and 3 violations of the Property Maintenance Code. Nine of the Town violations were corrected. One of town ordinance violations from June was resolved. There were twenty-four letters sent out citing grass violations. Eighteen of those violations have been resolved.

➤ Parks & Trails Meeting	1
➤ Building permit inspections completed	13
➤ Court hearing	1
➤ Rental inspections	4

We reviewed the plans for Booker T. Washington Park and a new attendee to the meeting (Zenaide and Richard Turner) asked questions about the upgrades to Booker T. Washington Park and offered some

suggestions. John Hillert suggested that a member of the committee could be available to speak to residents that were interested in these renovations. Playground equipment for the toddler playground is continuing and Jerry Johnson has said that he would be willing to work with the town on deliveries. The signs with directional arrows to Clifton Forge have arrived and we will be working with the Forest Service to install them.

On July 28th Don Ford was in court for 414 and 418 Keswick Street. There was a mix up by the magistrate/clerk and Ms. Belmont did not receive the summons for the hearing. The fine was paid on one of the units and due to the mix up she did not receive the fine for the other unit. The process has started again and the court date is in October.

There were three rental inspections in July, 621 Church Street, 720 Church Street and 712 Church Street which included 2 inspections at 621 Church Street and the owner received a 4 year certificate. A four year certificate was also issued to 720 Church Street and a re-inspection is needed at 712 Church Street.

**Building Permits Issued
July 2016**

1. Town of Clifton Forge, 318 Roxbury Street
Demolition \$0
2. Town of Clifton Forge, 361 Roxbury Street
Demolition \$0
3. Randall Barber, 1200 Linden Avenue
Garage addition \$25,000
4. Judith Mays, 630 Brussels Avenue
Service upgrade \$1,000
5. Paula Kyrios, 928 Acacia Avenue
Electrical upgrade \$2,300
6. Debbie Barber, 712 Pine Street
Electrical upgrade \$1,200
7. Marshall Tidwell, 422 W. Ridgeway Street
Repairs \$1,900
8. BPOE Clifton Forge Lodge, 306 E. Ridgeway

Street, Platform for HVAC units	\$1,100
9. Mark Elmore, 600 King Street	
Replace gas water heater	\$400
10. Alleghany Properties, LLC, 525 Main Street	
Install door between buildings	\$3,600
11. Town of Clifton Forge, 363 Roxbury Street	
Demolition	\$0

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

The Clifton Forge Fire Department answered a total of 63 calls for service in the month of July. Of the 63 calls, 58 were EMS and 5 were Fire. 62 of these calls were in the Town limits and 1 was in the County. The department logged a total of 154.45 man hours while on these calls. The department logged 211 miles total on our apparatus. The average mark on time was 2.5 minutes per call and an average on scene time of 3.9 minutes. We had an average of 3.1 firefighters per call and 1.2 apparatus per call. Of the 58 EMS calls 50 were for general illness, 4 was for cardiac emergencies and 9 were trauma calls.

1. 07/01/2016 – 435 E Ridgeway St. electrical fire responded with 10 firefighters and 3 apparatus Town Call
2. 07/02/2016 – Nicholas Trailer Park structure fire responded with 8 firefighters and 3 apparatus County Call
3. 07/13/2016 – 700 Church St. motor vehicle accident responded with 5 firefighters no apparatus Town Call
4. 07/18/2016 – 1700 Block Main St. brush fire responded with 7 firefighters and 2 apparatus Town Call
5. 07/28/2016 – 1128 Commercial service call responded with 8 firefighters 2 apparatus Town Call

Finance Department Monthly Report

A new fiscal year has begun. We are working on the June 30, 2016 close out. The year end close out takes some time as we have to adjust for several activities that cross over the fiscal year. We have recently closed out the Virginia Revolving Loan project for Roxbury Street. The Linden Park grant along with the Smith Creek Trail grant from the Alleghany Foundation will be closed out this month. The Town is the fiscal agent for the C & O Heritage project that is almost complete. We have completed a compliance audit for the Roxbury project and the VRA Smith Creek/Roxbury Project. An audit on the Masonic Theatre DHCD funds is scheduled for next week. We have also had the Town's auditors in the office performing preliminary work on the June 30, 2016 audit.

Two businesses were severely delinquent on their meals tax. One paid payment this week and is now current. The second is on a payment plan and is making great progress on becoming current. In the past we have taken businesses to Court for non-payment issues.

There were 10 businesses that failed to purchase their licenses by the March deadline. Several delinquent notices were sent and we withheld payment to one of the Town's vendors before everyone finally became compliant in June.

Elderly and Disabled Tax Relief Applications were due July 1st. Our office coordinates with the County Commissioner's Office to ensure the citizens have filed applications in both localities. 61 households have filed for relief for 2016, down from 64 in 2015.

Approximately 1,500 utility bills are mailed the last working day of each month. Customers have 30 days to make payment. Penalties are added the 5th of each month after the due date. An average of 280 past due notices are then mailed. Cut off for non-payment is usually the third Monday of each month. We usually cut off between 20-30 accounts. In July we cut off 30 accounts for non-payment with only 5-6 still off. If any of those accounts are not active by the August 22nd cut off we will pull the meters.

The County recently conducted a delinquent real estate tax sale. The Code of Virginia requires that taxes from both the Town and County be considered in the sale of the properties. We accepted bids on three properties that would include minimal tax write offs but would hopefully result in improvements to dilapidated structures and relieve Public Works the burden of cutting the grass. We rejected the bid on the fourth parcel as the Town has invested thousands of dollars to demolish a dilapidated house on the property and we would receive no payment. The property involves two full lots that would be sufficient for the construction of a new residence. This property will be relisted on the next auction.

