

**TOWN OF ALBERTA**  
**COUNCIL MEETING MINUTES**  
**MONDAY, JUNE 13, 2016 AT 7:30 P.M.**

The Alberta Town Council held its regular monthly meeting on Monday, June 13, 2016 at 7:30 PM in the Town Office with Vice Mayor Diane Ashley presiding.

**Council Members Present:**

Diane B. Ashley, Vice Mayor  
William Holmes  
Thomas Mabry  
Jeanette Moore

**Council Members Absent:**

Ryan Lafoon  
Harriett Johnson

**Town Residents/Visitors Present:**

Attorney Joe Whitby, Editor of Newspaper: Sylvia Allen, Wes Ruffin, Mary Markle, George Daniel, Bill Hudson, Elizabeth Burns, Jason Bottoms, Office Mike Brown, and Town Clerk Kerry Baker.

Public Hearing: Vice Mayor Diane Ashley announced this part of the meeting will be for public to voice their opinions about budget that was advertised in newspaper for two weeks. Copies of the budget were distributed at this time.

Ashley stated the Auditor came to office and we failed our audit mainly due to non-compliance by the previous administration. Mr. Holmes and Mr. Mabry attended meeting.

Ashley stated there are only a few changes to the budget. Council fees will be restored to \$50/meeting and the Mayors salary will be restored to \$1,500.00/year. This is in line with Lawrenceville and Brodnax Councils. George Daniel questioned this and Ashley rebutted with quoting from the Code of Alberta: Section 3.9: "The Town Council is hereby authorized to fix the salary of the mayor, members of the town council, members of boards or commissions, and all appointed officers and employees of said town, at a sum not to exceed any limitations placed thereon by the laws of the Commonwealth of Virginia. The salaries of the mayor and members of council shall not be increased during the term for which they were elected."

Police uniforms were added for \$1,500.00. Ashley stated we need to take care of our officer. He goes out everyday protecting us and she suggested everyone watch the tapes of what he is dealing with when he pulls someone over. We decreased budget from \$67,000 last year to \$53,750.00 for 2016/2017. Sanitation/Trash will be reduced to \$13,800.00 to make up the difference.

Ashley stated you have heard the changes in the budget. Are there any questions? No questions at this time.

Ashley stated at this time to call the meeting to order where we can approve budget and move forward with agenda with no objection.

George Daniel questioned miscellaneous expense. Ashley explained VML books, flags, plumbing repairs all come under this for those items you don't categorize singularly.

**End of the Public Hearing:** Mr. William Holmes made the motion to end the Public Hearing and Jeanette Moore seconded it. The motion was unanimously approved.

**Call to Order and Approval of Agenda:** Diane Ashley called to order and asked that there were a few changes to the Agenda. Please note under 7. (H) Accept resignation of Janet Waller and move closed session to number 9 and Residents and visitors recognition/comments to number 8.

Thomas Mabry made the motion to approve the agenda and William Holmes seconded it. The motion was unanimously approved.

**Approval of Minutes and Bills List:** William Holmes made a motion to approve the minutes for the regular meeting held on May 9, 2016. Jeanette Moore seconded it. The motion was carried and was unanimously approved.

Jeanette Moore made the motion to approve the minutes for the called meeting held on May 19, 2016. William Holmes seconded it. The motion was carried and unanimously approved.

William Holmes made the motion to approve the bills list for June 2016. Thomas Mabry seconded the motion and the motion was carried and unanimously approved.

#### **COMMITTEE REPORTS:**

**A. Fire Department-** (See attached report)

**B. Police Report-** (See attached report)

**C. Administrative & Finance/Economic Development:** Diane Ashley stated she sent a letter of Intent letter to Harriett "Bootsie" Johnson and she replied stating she would be coming back. Interim Clerk Baker researched bill for over \$5,000.00 and it was Lawrenceville's bill reference the water/sewer system. A bill for \$7,100/year for VML (insurance) is paid quarterly. Our new software system will alert us when citizens are delinquent in their taxes and this way people will be notified when they become delinquent.

**D. Public Safety-** Diane Ashley stated she and Thomas Mabry met with a man to inspect the town concerning spraying for the Zika Virus. They looked at several spots in town and found stagnant water which is breeding ground for the larvae/mosquito. The Zika virus is very harmful and it parallels symptoms to Lyme disease. We are looking into something that is natural to put in

the water to kill the larvae so it is not harmful to pets or people. The Zika virus is a great concern and VML has a teleconference for Mayors, Council Members and Health officials for June 28/29, 2016. There is a possibility that the Town can receive a Grant to spray and it will cost us nothing but we will have to look into this further.

Mr. Holmes wanted to bring to everyone's attention that an elderly neighbor called him asking for his assistance and she had called 911 at 8:30 PM and then a call was made at 9:15 PM for assistance due to her displays on her stove were blinking on and off and an alarm was going off. She felt something was wrong with her stove and was concerned it was dangerous. The fire unit was sent from Lawrenceville and got there around 9:30 PM. Mr. Holmes stated it was not up for questions or discussion.

#### **OLD BUSINESS:**

**Budget Discussion:** There was lengthy discussion on the BAB bus schedule and whether or not the Town should contribute \$500.00 to this service even though it is very limited in our area. It was decided to table until next meeting.

#### **NEW BUSINESS:**

**A. Letter of Unpaid Real Estate or Personal Property Taxes-**The office has created a tax letter that will be going out to delinquent tax accounts. (See attached)

**B. Ads to run in the paper-** there are a list of ads (attached) for grass cutting, cleaning services, painting and gas bid. Jeanette Moore made the motion to approve the advertising of the ads for June 22 and June 29, 2016. William Holmes seconded it and the motion was carried and unanimously approved.

**C. BABS schedule-** Tabling until next meeting July 11, 2016.

**D. M & B Trash Removal-** Bill for clean up week at the end of April was overlooked by clerk. This bill of \$325.00 was paid on May 20, 2016.

**E. Letter of Resignation for Ryan Lafoon-** Diane Ashley sent Letter of Intent to Ryan Lafoon asking for his intent on staying on Council. (please see her letter and his response). Ashley made motion to accept letter of resignation and William Holmes seconded it. The motion was carried and unanimously approved.

**F. FOIA officer appointment-** Effective July 1, 2016 it is required to have a town of at least 250 residents to have an appointed FOIA officer. The clerk has many duties and FOIA requests can become overwhelming during the work week, so we are appointing a FOIA officer to fulfill any requests. Diane Ashley made a motion to appoint William Holmes as FOIA office. Jeanette Moore seconded it. The motion was carried and unanimously approved.

**G. Closed credit card accounts-** Diane Ashley went to the bank to get on the signature card so she could pay payroll and pay the bills for the Town. She removed all previous names on all accounts including the credit card/checking/ CD accounts for the town.

**H. Resignation of Janet Waller-** Diane Ashley made the motion to accept the resignation of Janet Waller. William Holmes seconded it. The motion was carried and unanimously approved.

**I. Saving the Trees-** Diane Ashley suggested instead of copying multiple copies for council members of all the bills each month, we save on paper by making one copy and if council members have questions concerning a bill amount, they review the copies of bills before the next council meeting. William Holmes made the motion to approve that we make one copy of bills to pass around to review. Jeanette Moore seconded the motion and the motion was carried and unanimously approved.

#### **ANNOUNCEMENTS:**

Department of Health will have teleconference on Zika Virus on June 28 and 29, 2016.

Governor of Virginia sent out an email to fly our flag at half staff in honor of victims in Florida. Diane Ashley said we don't even have a flag! William Holmes made a motion to use funds out of the miscellaneous account to buy a State flag and a National flag for the Town. Thomas Mabry seconded it. The motion was carried and unanimously approved.

July 9<sup>th</sup> - Free to veterans- See attached flyer

Free shingle vaccine (attached flyer)

VAGHC- Roanoke Housing Economic Development. Ashley would like to go to conference in Roanoke November 16-18. William Holmes made motion to approve the cost of Ashley attending conference November 16-18. Jeanette Moore seconded it and the motion was carried and unanimously approved.

VEPF Energy Conference- June 17- William Holmes made a motion that if there was any space left that members of council could attend. Thomas Mabry seconded the motion and the motion was carried and unanimously approved.

VML Conference- July 22 and July 23. Newly elected officials conference. William Holmes made motion for council to attend if they choose. Jeanette Moore seconded the motion and it was carried and unanimously approved.

**Residents and Visitors Recognition:** Diane Ashley mentioned: Bill Hudson- a great friend of the Town of Alberta and County of Brunswick and Mr. Hudson complimented the Town of how things were looking. George Daniel a business owner in the Town. Elizabeth Burns, former town

Clerk and member of BBG, Freda Peterson- very active citizen, Jason Bottoms who had to leave early, Mary Markle and Wes Ruffin. Our town attorney, Joe Whitby and Sylvia Allen .

**CLOSED SESSION – BUSINESS/PERSONNEL:**

Diane Ashley asked, “Is there a motion that pursuant to VA Code Section 2.1-344, Section A-3, we go into a closed meeting for the purpose of BUSINESS/PERSONNEL? Jeanette Moore made the motion and William Holmes seconded it. The motion was carried and unanimously approved.

**CLOSED SESSION RECONVENE CERTIFICATION- OPEN SESSION:**

Interim Town Clerk Baker asked, “Do each of you certify that to the best of your knowledge, that the only matters discussed during the closed session just concluded were those both lawfully exempted from the open meeting requirements and identified in the motion by which the closed session was convened?

Diane Ashley- yes  
William Holmes- yes  
Jeanette Moore- yes  
Thomas Mabry- yes

**Adjournment**

There being no further business to come before the Town Council, William Holmes made the motion to adjourn the meeting for June 13, 2016 and Diane Ashley seconded it and the motion was carried and unanimously approved.

