

**Narrows Town Council Meeting  
May 9, 2022**

Mayor Tom Spangler called the meeting to order. Council Members present were Clyde Turner, Sara Bowles (arrived late), George Conley, John Mills, and Joe Goorskey.

Staff members present were Lindsey Caudill, Susan Kidd, Cindy Laws, Benji Ratcliffe, and Debbie Thomas.

Councilman Goorskey gave the invocation.

Council and audience recited the Pledge of Allegiance.

**Approval of April 11<sup>th</sup>, April 13<sup>th</sup>, and April 27<sup>th</sup> Meeting Minutes**

**Councilman Conley made a motion to approve the April 11<sup>th</sup> meeting minutes.**

**Councilman Turner seconded the motion.**

**Ayes: Turner, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 4-0**

**Councilman Conley made a motion to approve the April 13<sup>th</sup> meeting minutes.**

**Councilman Turner seconded the motion.**

**Ayes: Turner, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 4-0**

**Councilman Conley made a motion to approve the April 27<sup>th</sup> meeting minutes.**

**Councilman Turner seconded the motion.**

**Ayes: Turner, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 4-0**

**Consent Agenda**

*Library Report*

**Councilman Conley made a motion to approve the library report. Councilman**

**Turner seconded the motion.**

**Ayes: Turner, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 4-0**

*Parks & Recreation Report*

**Councilman Turner made a motion to approve the parks and rec report.**

**Councilman Conley seconded the motion.**

**Ayes: Turner, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 4-0**

*Police Report*

Councilman Conley told Officer Jimmy Joe McCroskey he understood there were several drug arrests this past week.

Officer Jimmy Joe McCroskey said not drug arrests.

Councilman Conley said Police Chief Ratcliffe emailed him and said there were several indictments to be given.

Officer Jimmy Joe McCroskey said the annex had been broken into several times.

Councilman Conley said he was glad to see the drug indictments.

Officer Jimmy Joe McCroskey said he was not aware of those.

**Councilman Mills made a motion to approve the police report. Councilman Turner seconded the motion.**

**Ayes: Turner, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 4-0**

*Financial Report/Treasurer's Report*

(Councilmember Bowles arrived)

**Councilman Turner made a motion to approve the financial report/treasurer's report. Councilman Conley seconded the motion.**

**Ayes: Turner, Conley, Mills, and Goorskey**

**Nays: None**

**Abstain: Bowles**

**Motion Carried 4-0**

*Director of Strategic Development's Report*

Councilman Goorskey said he was glad to see the pavers were not being let go. He asked if there were spec sheets for that project?

Susan Kidd said she was sure there were.

Councilman Mills said they will not accept that type of work. He understands the Shuff building should be able to have work beginning on it in 30 days.

Susan Kidd said that is her understanding.

**Councilman Mills made a motion to approve the director of strategic development's report. Councilman Turner seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

*Public Works Director's Report*

Susan Kidd said John Davis is on vacation.

Councilman Turner asked Susan Kidd if there is a water leak on the customer's side does the computer flag that leak?

Susan Kidd said that would be through the master meter reading.

**Councilman Mills made a motion to approve the public works director's report. Councilman Turner seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

**Communications, Concerns and Requests from the Public**

None.

**Communications from Mayor and Council**

Councilman Mills said at the last PSA meeting they discussed purchasing a new garbage truck. If they don't act on that right now the price for the garbage truck could go up. They also talked about staffing and trying to fill positions at the water plant.

**New Business**

05/09/2022

Susan Kidd said the rate for the additional 1,000 gallons of sewer for out-of-town customers is less than the rate for in-town customers. That rate needs to increase and council can decide if they want to do it. A public hearing will have to be advertised and held. This can be done at the June 2022 council meeting. Town staff has looked back and the rates were the same back in 2012.

Mayor Spangler said the 10-day rate also seems to be reversed.

Susan Kidd said if council wants to discuss and decide what they want they can advertise for a public hearing in June.

Mayor Spangler said he would hate for them to place an undue hardship on the out-of-town residents. If they were to reduce the rate for in-town customers to \$6.96 for both in-town and out-of-town customers how much money would they be talking about?

Susan Kidd said she doesn't know but would say it would be a considerable amount.

Councilman Mills said people have been fortunate and it's time this was corrected.

Councilman Conley said the rate should at least be the same as what the in-town customers pay.

Mayor Spangler asked council if they wanted to make the in-town rate the same as the out-of-town rate or do they want to switch the two figures?

Councilman Mills said the out-of-town customers need to pay what the in-town customers are paying.

Susan Kidd said there have been no sewer increases back as far as what they found.

Councilman Goorskey said he sees no reason for the rates to be different.

Mike Bedsaul said state code states the percentage or dollar amount of the increase needs to be in the public hearing notice.

**Councilman Mills made a motion to advertise the sewer-rate changes and hold a public hearing at the June 2022 council meeting. Councilman Conley seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

Sara Bowles said they are looking for sponsors for the hanging baskets in town.

Lindsey Caudill said they have been having issues with ducks at the town park. There have been a lot of complaints that the ducks at the park are leaving feces at the shelters and especially on the picnic tables. People have been cancelling their shelter reservations because of this. She has been told by Chad Fox with the USDA in Christiansburg that the town can place signs at the park asking people to not feed the ducks. He also said they could help with the overpopulation but if the town wants their help the town has to place signs at the park and the duck pond that says feeding the ducks is prohibited. She doesn't believe they need to do that because people have been feeding the ducks for years and years.

Councilman Mills said the signs will do nothing unless there are people to enforce it.

Lindsey Caudill said if the signs were installed the police officers would have to enforce this. There is an issue with domesticated geese and ducks being dropped at the duck pond after they become adults. The town can remove any of the ducks or geese except for Mallard's because they are protected.

Councilman Conley told Lindsey Caudill she is in a no-win situation because there have been complaints about the ducks being on the ballfield where kids are playing ball. People will be mad either way.

Councilman Mills said there are people that will fight you over the ducks. They have to do something to eliminate this problem. They need to do the signs and the relocation. The police officers will have to enforce this.

Council agreed that it is a difficult situation because people enjoy the ducks, but the overpopulation creates a problem.

Councilmember Goorskey asked if the signs could have an explanation so people can learn that feeding the ducks can be harmful. He said if they do continue to feed ducks and don't ever do anything about this they get overpopulated. The ducks pass disease among their own population so they sicken their own population. They actually care about the ducks and don't want them to be overpopulated. It has reached a critical point to where they need to take an action.

Council members stated that while people enjoy going to feed the ducks, the overpopulation problem needs to be addressed, for the health of the ducks themselves. They discussed taking the first step in the process by putting signs up to prohibit feeding to see how that impacts the population.

Councilman Conley asked Lindsey Caudill if she would make a call to the U.S. Fish and Wildlife Service and explain the situation to them?

Lindsey Caudill said she would.

Officer Jimmy Joe McCroskey said before the police can enforce not feeding the ducks and geese there has to be a town ordinance saying so.

Mike Bedsaul said he believes the town is going the least defensive route to see if this can be taken care of so no ordinance is needed at this time. With an ordinance there could be a civil penalty or it could be a Class 4 misdemeanor.

Councilman Conley said he is hearing that council would like Mike Bedsaul to draft an ordinance.

**Councilman Turner made a motion to authorize the installation of signs at the park and duck pond stating to not feed the ducks and containing informational language. Mike Bedsaul will also draft an ordinance concerning feeding the ducks.**

**Councilman Goorskey seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

### **Unfinished Business**

Susan Kidd said approving the appropriation for the ambulance equipment was discussed at the last budget workshop but they decided to bring it up in a regular council meeting. The amount to equip the ambulance is \$31,242.

Councilman Goorskey said that does include the cost of the monitor and not cutting out any of the costs.

Susan Kidd said yes.

**Councilman Mills made a motion to approve the purchase of ambulance equipment in the amount of \$31,242 and to use American Recovery Plan Act funds for the purchase. Councilmember Bowles seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

## **Matters for Consideration by Council**

Mayor Spangler said the first item on the agenda is to consider closing the Mill Dam account.

Susan Kidd said there are \$2,708.39 in an account at Truist. When the town moved their accounts to FNBP this account had been flagged as dormant and did not show up. Some time later they were notified of these funds. This account was created when the dam was built and the funds were to be used for repairs to the dam. They would like to close that account and move the money somewhere such as donate it to PINN or place it in general funds.

Mayor Spangler said that money could be earmarked to use on the flood gates.

Councilman Mills asked if there was any knowledge that the donations should be used for a certain line item?

Susan Kidd said they were told by some individuals that the town couldn't touch this money and at that time they contacted the town's attorney. He said that the Town of Narrows are the only ones that can touch it.

Mike Bedsaul said when Susan Kidd contacted him there was no indication as to what the money was earmarked for.

Councilman Mills said he likes the idea of giving the money to PINN.

Mike Bedsaul said they could do that through a budget amendment.

**Councilman Mills made a motion to authorize town staff to close the Mill Dam account at Truist and relocate the funds in the budget. Councilman Conley seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

Mayor Spangler said the next item on the agenda is to consider approving the sewer project agreement.

Susan Kidd said this is the agreement from Peed & Bortz, L.L.C. The total amount is \$531,600 and is less than she thought it would be.

Councilman Goorskey said that is just an estimate.

Mayor Spangler asked if the pavement removal was just for a strip of pavement where the line is?

Susan Kidd said that was really a question for John Davis but she guesses that is just where the line is and then replacing the asphalt.

Mayor Spangler asked if that was something the town could do since Peed & Bortz is quoting \$24,000 and \$17,000?

Susan Kidd said it may be a whole section of street, not just a cross section.

Councilman Mills asked if the fee Peed & Bortz wants for delivering this estimate is \$76,000?

Susan Kidd said yes.

Mike Bedsaul said Peed & Bortz's engineering estimate is \$71,000.

Councilman Mills asked if the estimate goes up to \$1 million does the engineering estimate stay the same?

Councilman Goorskey said yes. This agreement is to just move the project forward.

Councilman Conley said this is one of their priorities and needs to be done.

Mike Bedsaul said he spoke to Susan Kidd today and asked her to check to see if any federal inserts needed to be included since they would be using ARPA money for this project. There also needs to be a claims agreement in the agreement.

**Councilman Conley made a motion to approve the sewer project agreement submitted by Peed & Bortz contingent upon the amendments to be included that were suggested by Mike Bedsaul. Councilman Mills seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

Mayor Spangler said the next item is to consider setting a date for interview training.

Mike Bedsaul said it is fantastic that council and mayor are going to take interview training but he did hand out a document he created some time ago called ‘Three Golden Rules of Lawful Interviewing’. This does not include all of the things they should consider during an interview but is simply a resource for them to use.

Councilman Mills asked who would be conducting the interviews?

Councilman Conley said council should conduct the interviews.

Mike Bedsaul said they would have to advertise it as a meeting and they could say they plan to hold a meeting for purposes of personnel to conduct interviews for the new town manager’s position and that council will go into executive session immediately after starting the meeting. That is to protect the privacy of the individuals being interviewed.

Councilman Mills said it is incumbent upon this governing body to make these kinds of decisions. He has complete confidence in the town’s staff and it has nothing to do with them but it is council’s job to make these kinds of decisions.

Councilman Conley said when he worked for the state he sat on an interview committee which consisted of a seven-man panel and five of them were the ones doing the interviewing. They had a list of questions that could be asked and each interviewer would ask 3-5 questions and write down the responses. He believes that is a good way of doing it.

Mike Bedsaul said they should develop a set of questions and ask each candidate the same questions. One of the questions could be ‘what was one of the biggest professional mistakes they have made and how they responded to it’.

Susan Kidd said there is an online webinar offered by VRSA (Virginia Risk Sharing Association) that council could watch.

Mike Bedsaul said they need to ask each candidate the same questions. Staff could be brought into the interviews to give input.

Mayor Spangler said he would like Mike Bedsaul’s input on what questions to be asked.

Susan Kidd said council could come to the town office and watch the webinar.

Councilman Mills said the person they hire as the town manager needs to spend time with Susan Kidd before she leaves.

Mayor Spangler said they need to have someone in place that can spend the biggest part of the month of August with Susan Kidd.

Councilman Conley said they can set a date of May 20<sup>th</sup> to have their training completed and email their topics turned in to Mike Bedsaul.

Councilman Goorskey said he was fine with that.

Mayor Spangler said they have to determine who they are going to interview before they can set dates for interviews.

**Councilman Mills made a motion to go into executive session to discuss real property (public service building) (Sec. 2.2-3711.A.3). Councilman Turner seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

**Councilman Conley made a motion to return to open session. Councilman Mills seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

### **Certification**

**WHEREAS**, the Town of Narrows, has convened an executive meeting on this date pursuant to an affirmative-recorded vote and in accordance with the provision of the Virginia Freedom of Information Act: and

**WHEREAS**, Section 2.2-3712 of the Code of Virginia requires a certification of the Town Council that such executive meeting was conducted in conformity with Virginia Law:

**NOW, THEREFORE, BE IT RESOLVED THAT THE** Town of Narrows hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies: and (2) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Town Council.

**ATTEST:** \_\_\_\_\_

**Councilman Goorskey made a motion to accept the certification. Councilman Turner seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

**Councilman Conley made a motion to adjourn. Councilman Goorskey seconded the motion.**

**Ayes: Turner, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

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Clerk, Debbie Thomas

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Mayor, Tom Spangler