

**Town Council Agenda
Tuesday, February 6, 2020
7:00 PM**

**Clifton Forge Council Chambers
547 Main Street**

*It doesn't matter how Strong
your Opinions are.
If you don't use your POWER for
POSITIVE Change, you are,
indeed, Part of the Problem.*



*- Coretta
Scott
King*



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, FEBRUARY 11, 2020
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET

INVOCATION by Bishop Reverend Alfred “Mustard” Dearing, Sr.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

OATHS OF OFFICE

Debbie Byer--Clerk, Alleghany County Circuit Court Clerk

PUBLIC INPUT:

The Town is seeking public input to consider designating Roxbury Street a one-way street under the Town Manager’s authority in Sec. 82-4(a) of the Code of Clifton Forge.

PRESENTATIONS:

HOUFF CORPORATION PROGRESS REPORT—Neil Houff

ANNUAL MAIN STREET AWARDS—Susan Hutchinson, Clifton Forge Main Street Organization

HISTORIC MASONIC THEATRE ECONOMIC IMPACT STUDY—Jeffrey Stern, Director

CONSENT AGENDA

1. MINUTES Council Meeting January 14, 2020

RECOMMENDATION: Approve minutes of January 14, 2020

ACTION ITEMS

2. ORDINANCE TO CONSIDER PURCHASE OF REAL ESTATE

This public hearing is for consideration of the purchase of a parcel of real estate within the Town for the sum of \$5,000.

RECOMMENDATION: Waive second reading and adopt ordinance

3. CONSIDERATION OF TOWN CONTRACT WITH THE ARMORY COMMITTEE

4. DEPARTMENT REPORTS

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

RECOMMENDATION: Accept reports as written

INFORMATION

Town offices will be closed on Monday, February 17, 2020 for George Washington Day!

MANAGER'S COMMENTS

UPCOMING EVENTS

CLIFTON FORGE PUBLIC LIBRARY

TODDLER TIME—WEDNESDAY, FEBRUARY 5, 2020, 11 -11:45 AM

PRE-SCHOOL STORY TIME—WEDNESDAY, FEBRUARY 19, 2020, 11 AM – NOON

BLACK HISTORY MONTH PROGRAM—MONDAY, FEBRUARY 24, 2020, 6 PM

CLIFTON FORGE SCHOOL OF THE ARTS

BLUEGRASS JAM—FRIDAY, FEBRUARY 21, 2020, 7 PM

MASONIC THEATRE

THEATRE CLASSES AT THE MASONIC—EVERY THURSDAY UNTIL MARCH 12, 2020, 5:30 PM

VIRGINIA OPRY “MUSIC IS LOVE”—SATURDAY, FEBRUARY 15, 2020, 7 PM

PINK TIE GALA (BY TICKET ONLY)—SATURDAY, FEBRUARY 29, 7-11 PM

CELTIC ANGELS IRELAND—WEDNESDAY, MARCH 4, 2020, 7 PM

BARTER THEATRE PRESENTS “PETER PAN”—SUNDAY, MARCH 8, 2020, 3 PM

PUBLIC COMMENTS

COUNCIL COMMENTS

*CLOSED SESSION PURSUANT TO SEC. 2.2-3711 A:3 REAL ESTATE—
POTENTIAL LAND ACQUISITION*



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**COUNCIL MINUTES
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, JANUARY 14, 2020
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION- David Davis provided the invocation.

CALL TO ORDER- Mayor Irvine called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE- Mayor Irvine led the attendees and Council in the Pledge of Allegiance.

PRESENT: Mayor Jeff Irvine, Vice Mayor Pamela Marshall, Councilman Umstead, Councilman David Oeltjen, and Councilman Ronald Goings

Also, present but not on the roll: Darlene Burcham, Town Manager, Jared Jenkins, Town Attorney, and Angela Carper, Clerk

PUBLIC HEARING:

**PUBLIC HEARING AND FIRST READING OF ORDINANCE TO
CONSIDER PURCHASE OF REAL ESTATE**

This public hearing is for consideration of the purchase of a parcel of real estate within the Town for the sum of \$5,000.

RECOMMENDATION: Proceed to second reading

Angela Carper, Clerk, read the ordinance for first reading and Mayor Irvine opened the public hearing at 7:03 PM to allow for public comment.

Martha Edwards asked what the use of the property would be. Mayor Irvine stated that the Town will market the property as a whole in hopes that a business may be interested in locating there.

Carlos Curtis asked if the property would be surveyed prior to the Town purchasing it. Mrs. Burcham explained that it is not planned to have a new survey performed as there is information on file from previous transactions with the property that can be used to complete the sale. She stated that a survey can be requested, but it would be at the Town's cost. Mr. Curtis then asked where the property is located and Councilman Goings explained that it is located just west of where Chartwell Motors was located and is currently surrounded by a wooden fence since the home was destroyed in a fire several years ago.

With no further questions or comments, the Mayor closed the public hearing at 7:05 PM. The ordinance will appear for second reading and adoption at the February 11, 2020 meeting.

PRESENTATIONS:

RESOLUTION HONORING DAVID DAVIS UPON HIS RETIREMENT— Mayor Irvine

Mayor Irvine read the resolution and presented it, along with the wooden name plate used by him, to David Davis. Carol, Mr. Davis's wife, accompanied him to the meeting. After receiving the resolution, Mr. Davis said a few words of thanks to those present and the whole community. He stated that Clifton Forge will always be his home, but there is a season for everything. He thanked everyone for all of the support over the years and fond memories and stated that Clifton Forge and its people have given him more than he has given them over the years. A copy of the resolution follows:

RESOLUTION HONORING DAVID B. DAVIS

WHEREAS, David B. Davis will be retiring as Clifton Forge Town Attorney on December 31, 2019 after 26 years of service to the Town and its Councils, and

WHEREAS, David began his career with the City of Clifton Forge as the Director of Community Development before passing the bar exam, and

WHEREAS, David has provided thoughtful and well researched advice to many City and Town Councils over the years while still maintaining a wholesome private practice, and

WHEREAS, David has contributed much of his time and talent to non-legal matters, serving as organizer of the annual Clifton Forge Christmas Parade and has been chosen as this year's Grand Marshal, and

WHEREAS, David has been active in Granberry Methodist Church where he and Carol married, as a lay speaker, and the Clifton Forge Lion's Club since 1984, many years as its President, and

WHEREAS, his civic involvement has also included Appalfolks and the American Red Cross, and

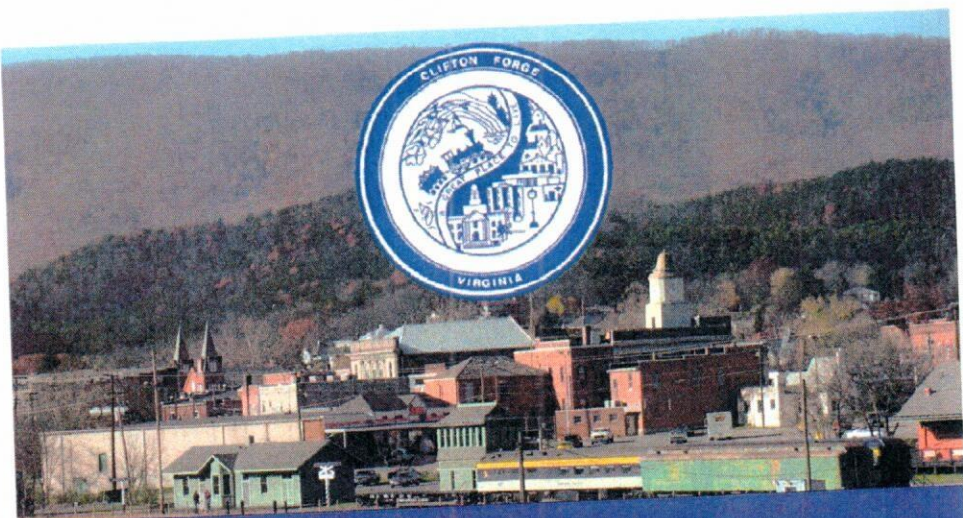
WHEREAS, he has entertained thousands at Halloween with his Elvis performances, and

WHEREAS, David will be closing his law practice at year end to enjoy a much-deserved retirement, and

NOW THEREFORE BE IT RESOLVED that Clifton Forge Town Council does hereby congratulate and honor David B. Davis on his retirement and thanks him for his many years of community involvement.

ALLEGHANY HIGHLANDS EPA BROWNFIELDS GRANT OVERVIEW AND STATUS UPDATE—Lori Kroll, Draper Aden Associates

Lori Kroll presented a PowerPoint presentation providing information on the Brownfields grant process, requirements, and benefits. A copy of her presentation, which includes several local sites, follows:



Town of Clifton Forge, Virginia
"A Highlands Treasure."

Town Council Briefing
January 14, 2020



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Associates

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EPA COMMUNITY-WIDE
BROWNFIELDS ASSESSMENT GRANT
FY 2019 – 2021



BROWNFIELDS &
LAND REVITALIZATION BRANCH

Allegheny Highlands

Economic Development Corporation

Lead Agency for Coalition Partners:

- ❖ Allegheny County
- ❖ City of Covington
- ❖ Town of Clifton Forge
- ❖ Town of Iron Gate



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EPA BROWNFIELDS ASSESSMENT GRANTS

How much money is available?

- \$600,000 – 3-Year Grant Cycle

How can the money be used?

- Cooperative Agreement Oversight
- Brownfields Inventory
- Site Prioritization
- Environmental Site Assessments
- Community Outreach
- Remediation Planning
- Redevelopment Planning



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EPA BROWNFIELDS ASSESSMENT GRANTS

What are the benefits?

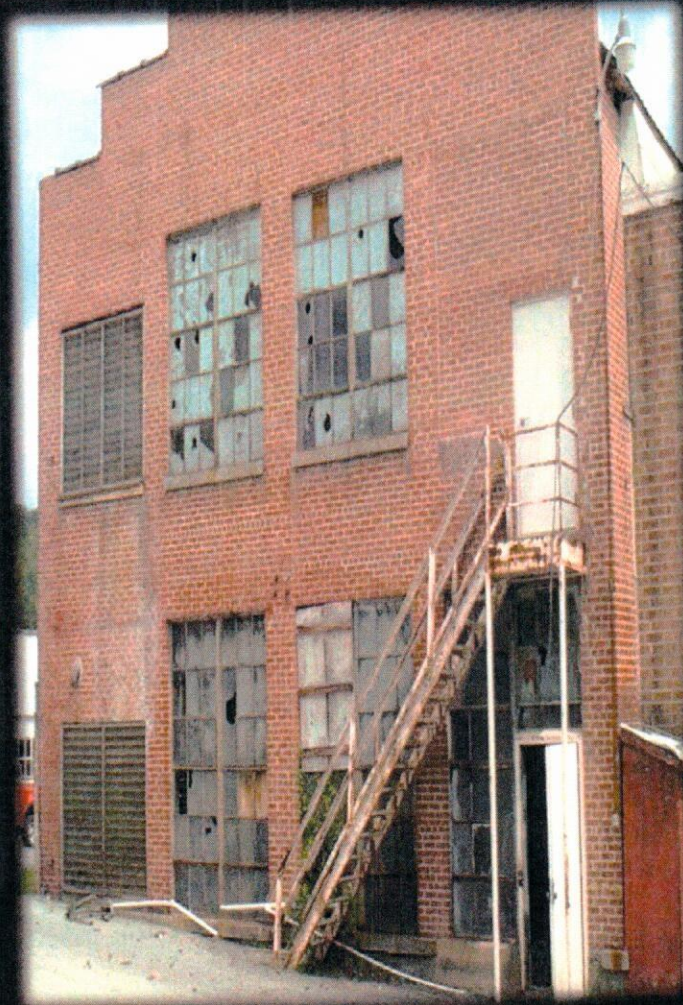
- Promote ecological responsibility
- Transform unused and underutilized properties
- Revitalize challenged local economies
- Foster reuse of existing infrastructure
- Create training and job opportunities
- Restore environmental justice and quality of life
- **Leverage additional resources for revitalization**



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BROWNFIELDS 101 & PERCEPTIONS



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BROWNFIELDS 101 & PERCEPTIONS

WHAT IS A BROWNFIELD?

Real property with possibilities for

- Expansion
- Redevelopment
- Reuse



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BROWNFIELDS 101 & PERCEPTIONS



and potential or perceived
presence of

- Hazardous substances
- Pollutants
- Contaminants
- Petroleum products



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BROWNFIELDS 101 & PERCEPTIONS



Perceptions can cloud possibilities...



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BROWNFIELDS 101 & PERCEPTIONS

How do you deal with Brownfields?

- Identify
- Inventory
- Prioritize
- Assess
- Plan
- Renew



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DEALING WITH BROWNFIELDS

Identify and Inventory

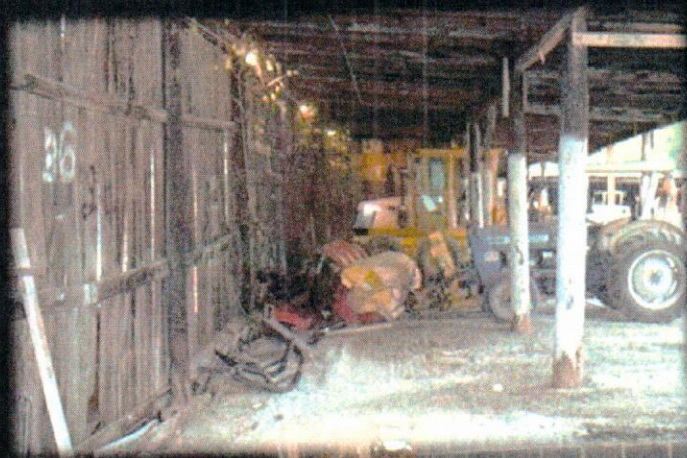


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DEALING WITH BROWNFIELDS

Identify and Inventory

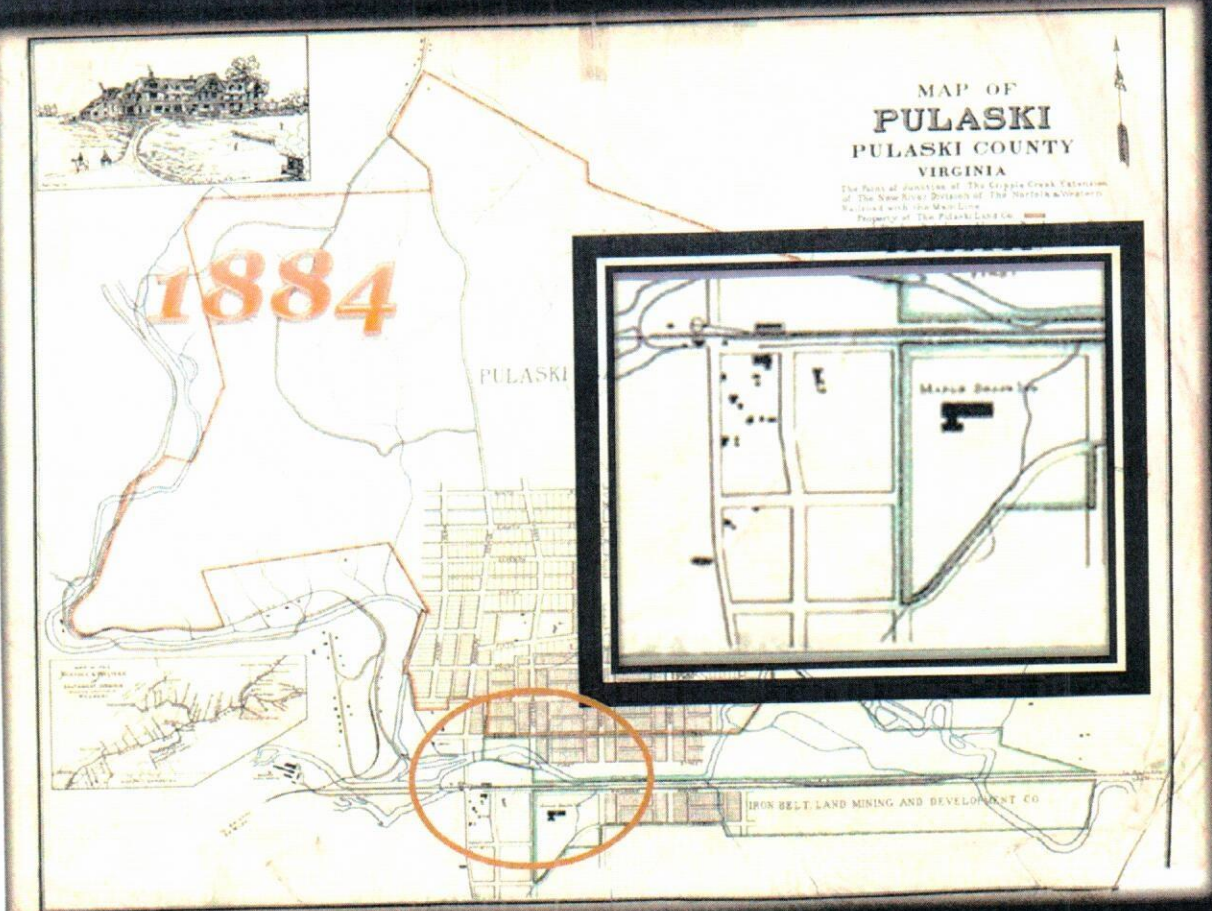


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DEALING WITH BROWNFIELDS

Identify and Inventory



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DEALING WITH BROWNFIELDS

Prioritize

- ❑ Perceived Impacts
 - Health
 - Environment
 - Wildlife habitats
- ❑ Proximity
 - Water sources or wells
 - Residential areas
 - Schools
- ❑ Potential
 - Reuse
 - Redevelopment
 - Greenspace

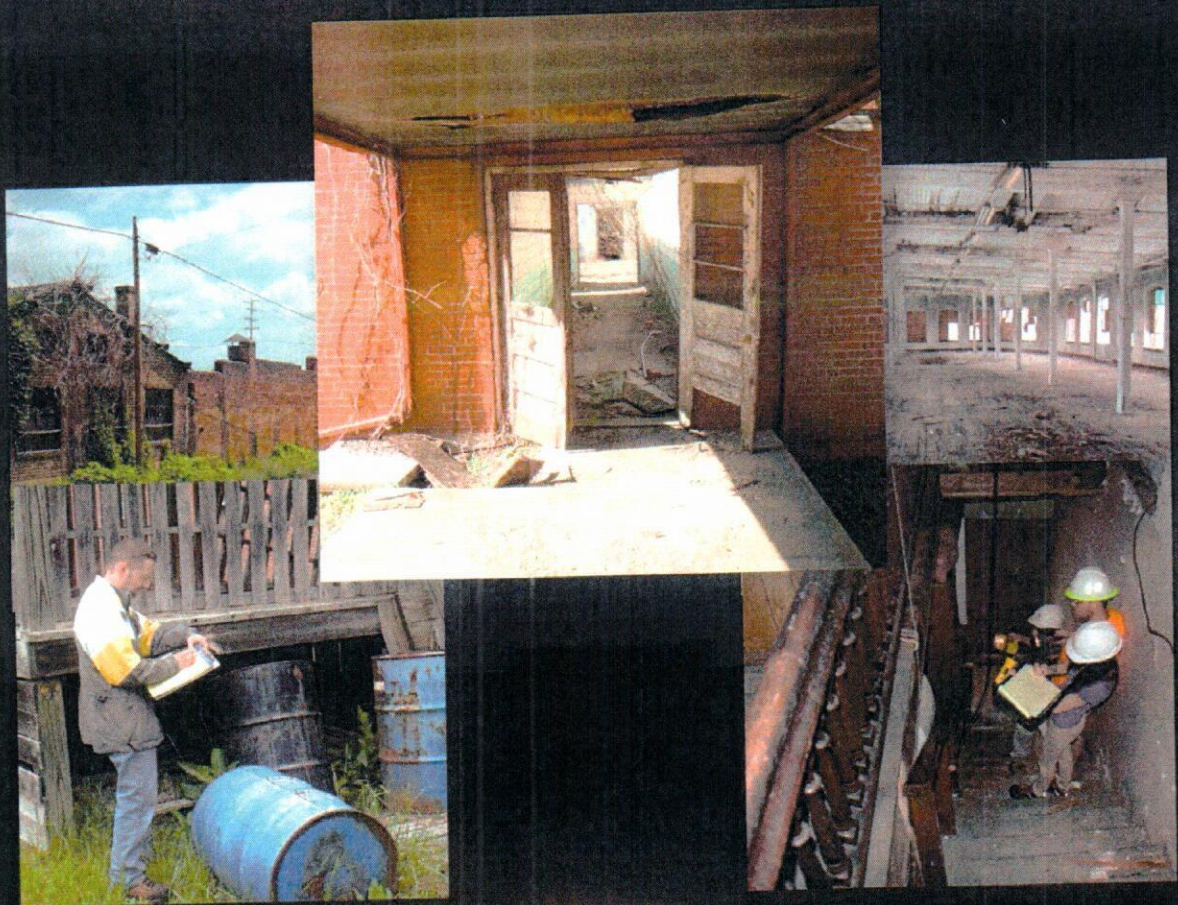


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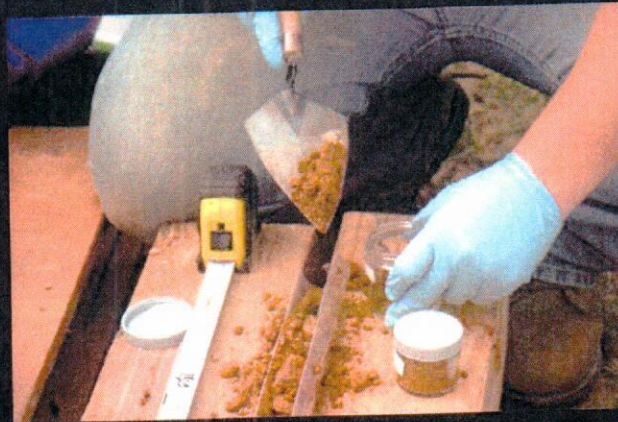
DEALING WITH BROWNFIELDS

Assess



DEALING WITH BROWNFIELDS

Assess



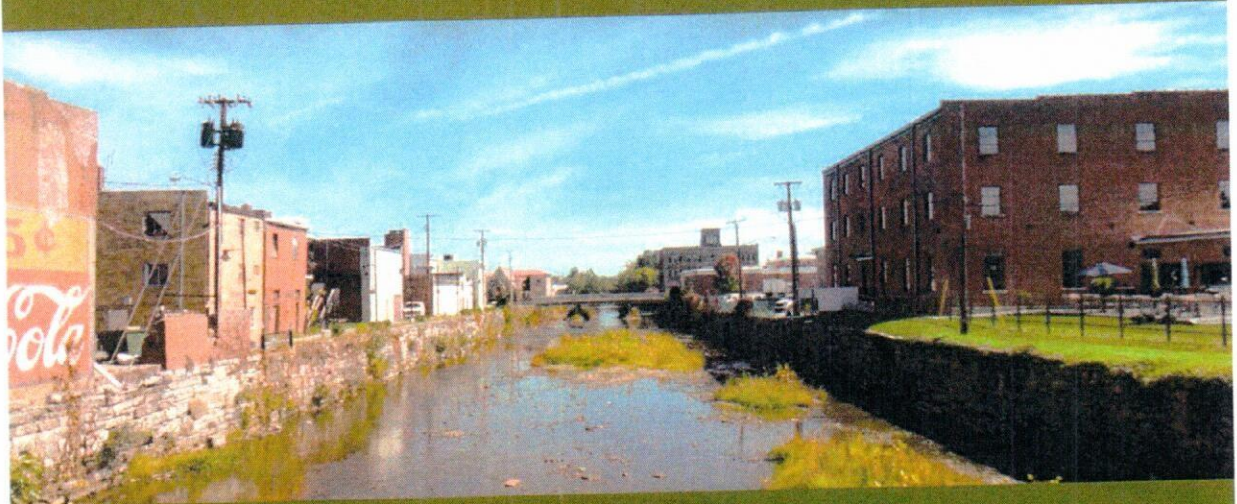
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DEALING WITH BROWNFIELDS

Plan

Pulaski, Virginia
PEAK CREEK CORRIDOR STUDY



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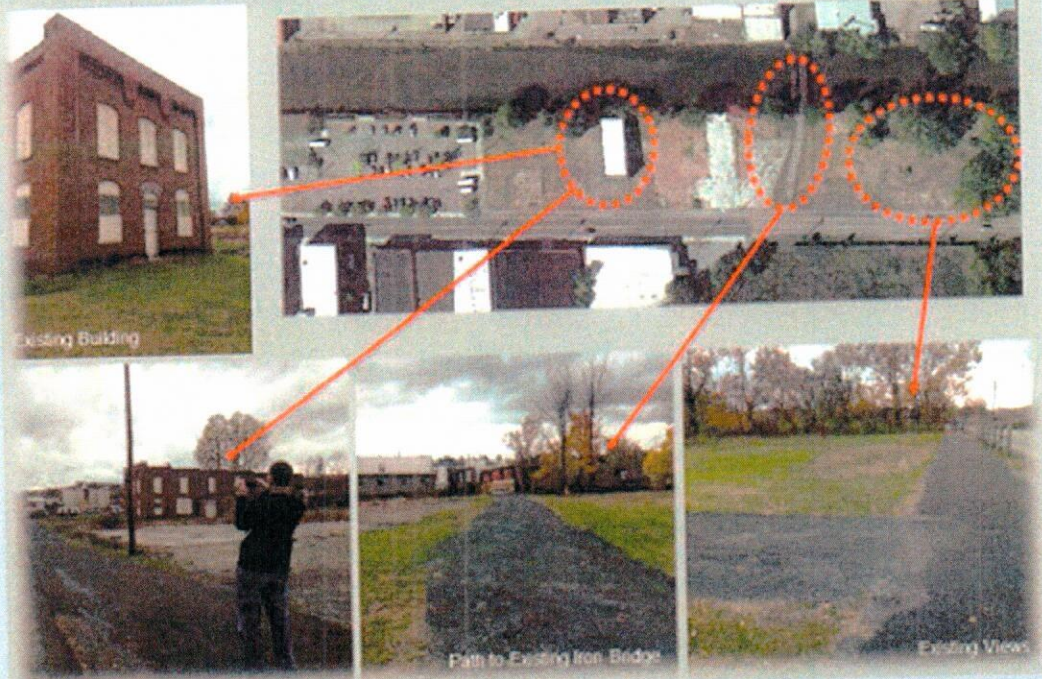
March 2016

HANBURY EVANS WRIGHT VLATTAS COMPANY
ARCHITECTURE PLANNING

DEALING WITH BROWNFIELDS

Plan

Opportunity Study: Brownfield Site East



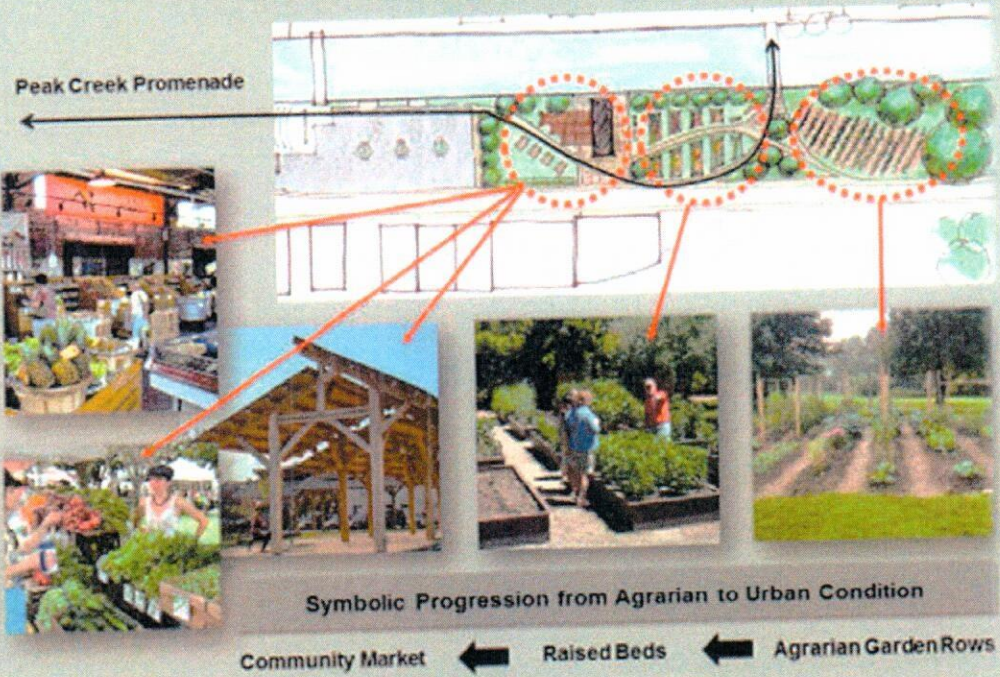
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DEALING WITH BROWNFIELDS

Plan

Site 4 – East End Garden to Table Community Market

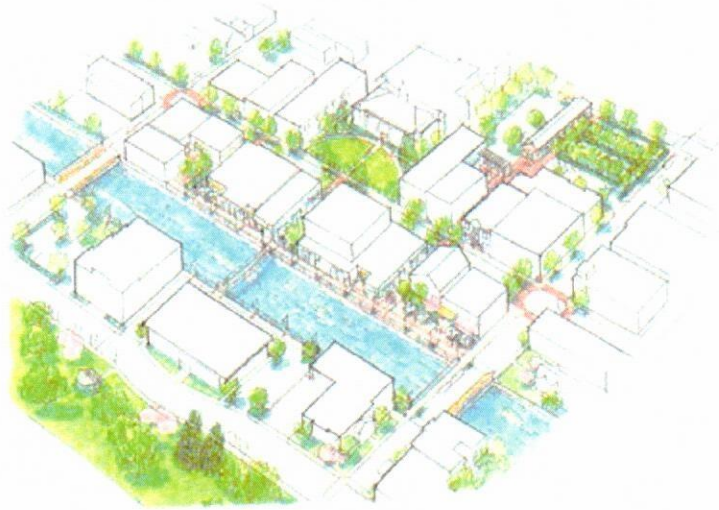


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DEALING WITH BROWNFIELDS

Plan



PULASKI DOWNTOWN REVITALIZATION MASTER PLAN

Town of Pulaski, Virginia
March 2017

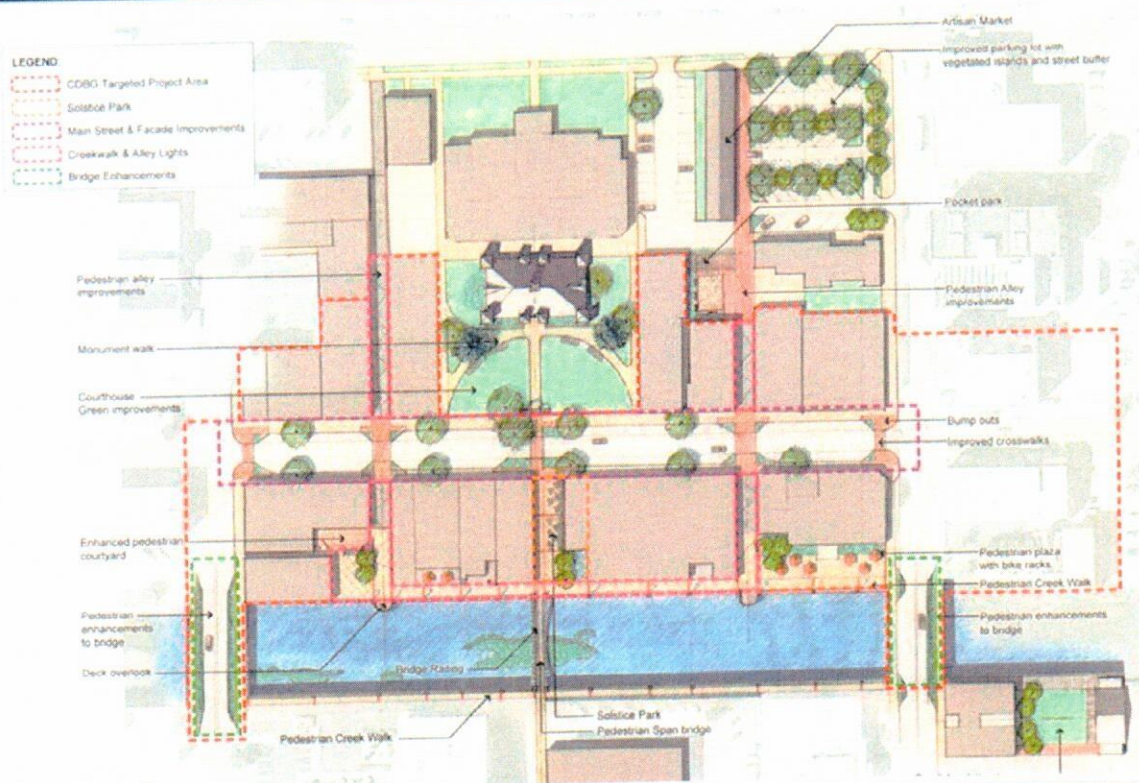


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DEALING WITH BROWNFIELDS

Plan



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DEALING WITH BROWNFIELDS

Renew



DEALING WITH BROWNFIELDS

Renew

Virginia Tech Carilion
School of Medicine & Research Institute
Roanoke, Virginia



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DEALING WITH BROWNFIELDS

Renew



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WHAT HAVE WE DONE SO FAR?

Old East Elementary / Jefferson School Site
Church & A Streets, Clifton Forge



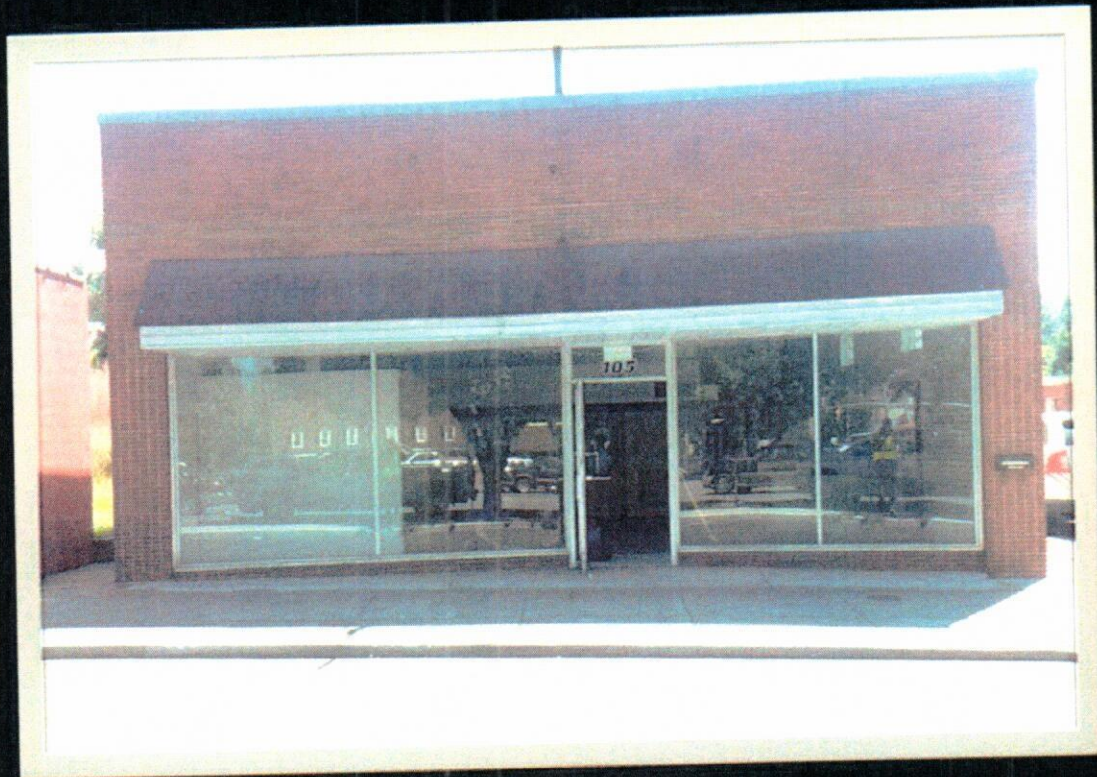
WHAT HAVE WE DONE SO FAR?

Former Office Building
314 Commercial Avenue, Clifton Forge



WHAT HAVE WE DONE SO FAR?

Vacant Store Front
105 West Main Street, Covington



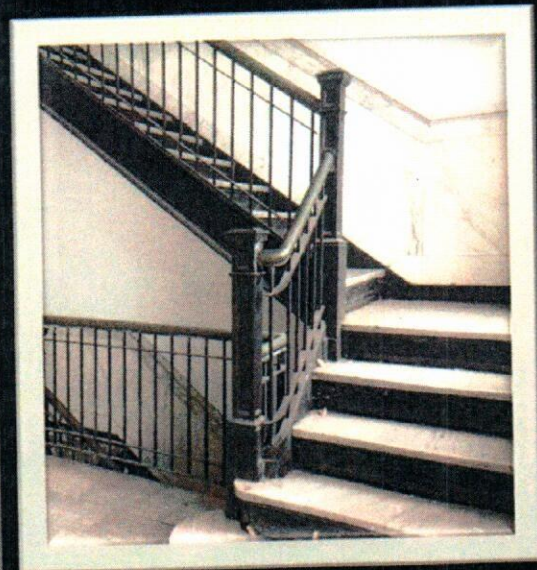
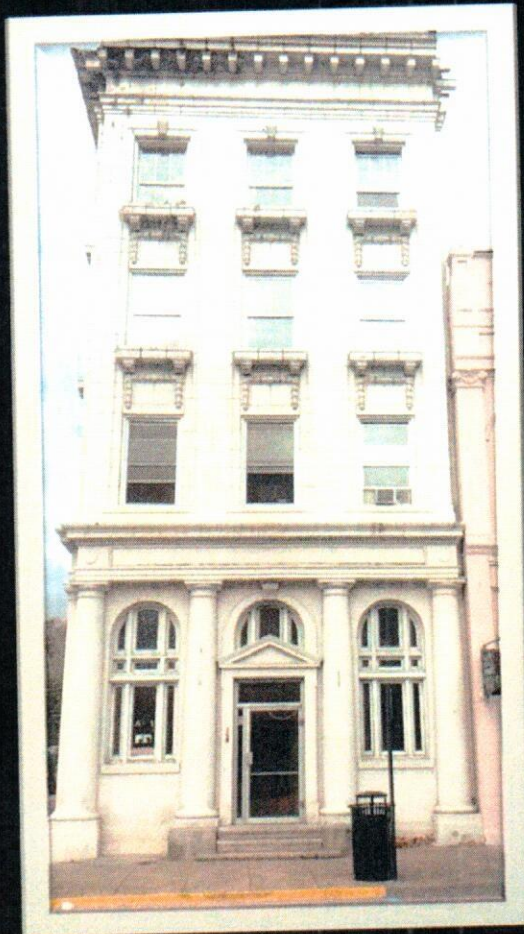
WHAT HAVE WE DONE SO FAR?

Former Storage / Warehouse Site
109 East Oak Street, Covington



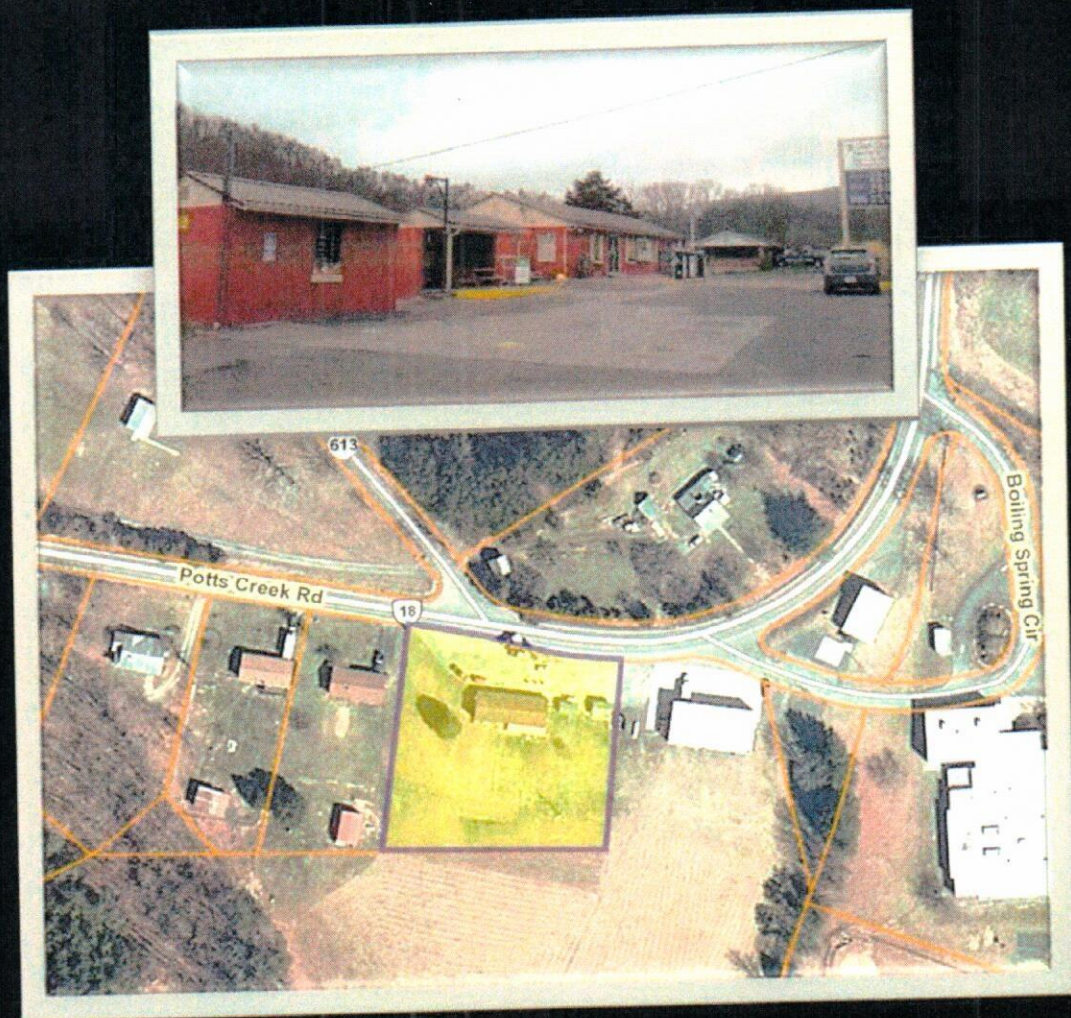
WHAT HAVE WE DONE SO FAR?

Former Bank Building
386 West Main Street, Covington



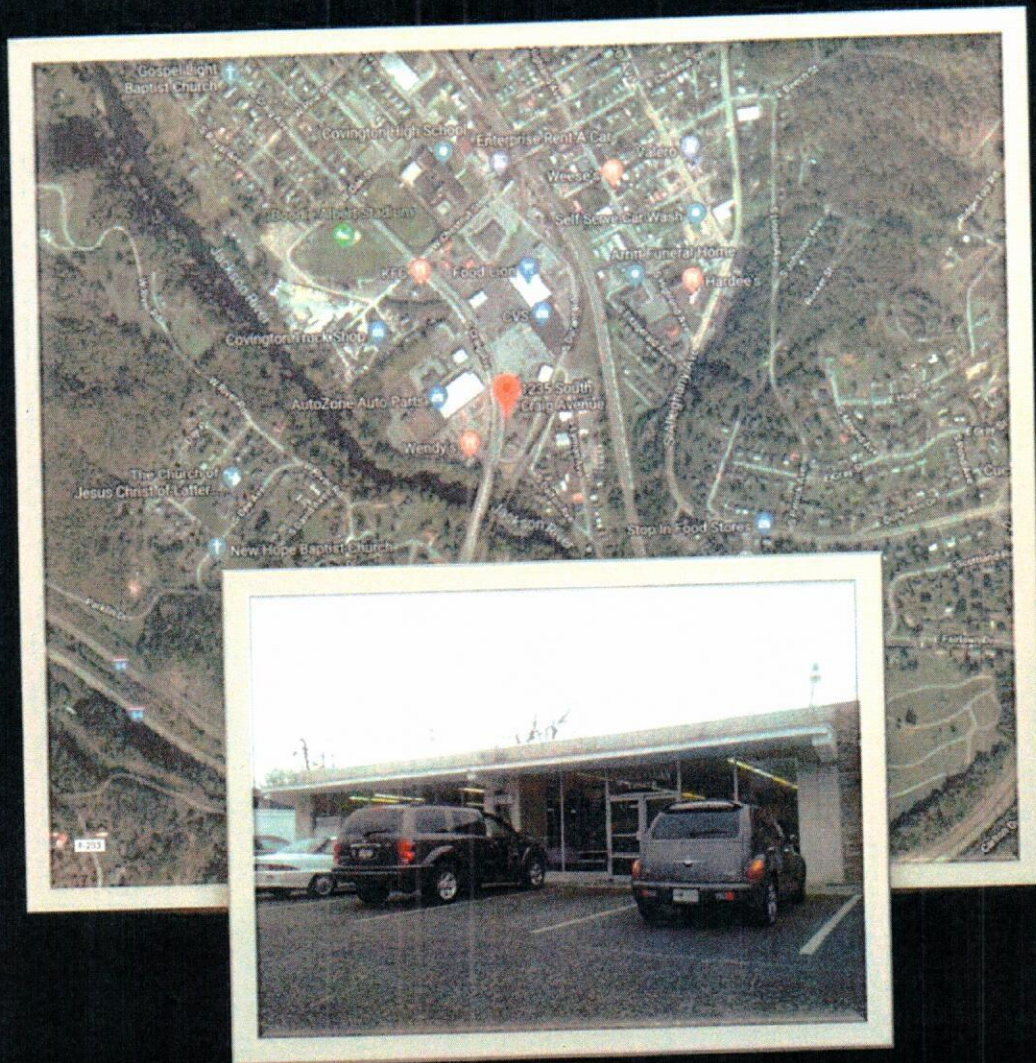
WHAT HAVE WE DONE SO FAR?

Former Snak Shack / Kountry Korners
5409 Potts Creek Road, County

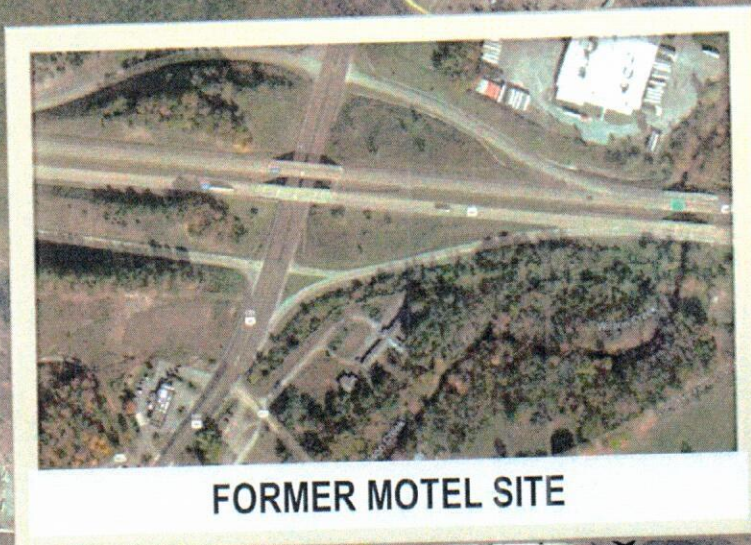


WHAT HAVE WE DONE SO FAR?

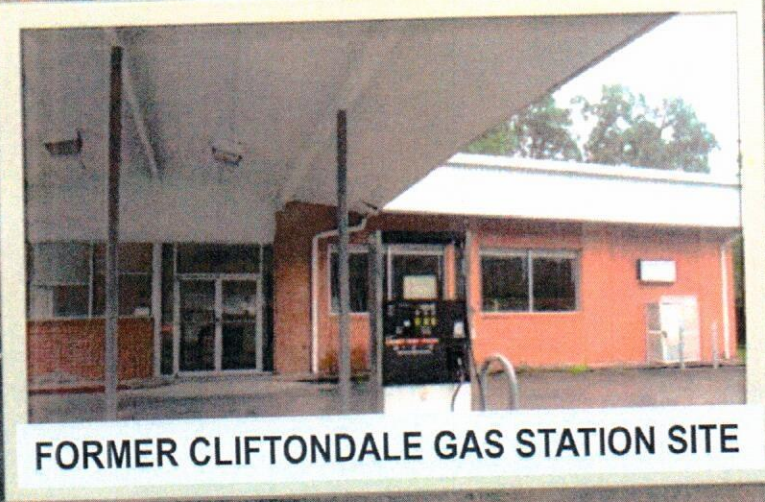
Ritsch's Quick Clean Center
1235 South Craig Avenue, Covington



POTENTIAL SITES



FORMER MOTEL SITE



FORMER CLIFTONDALE GAS STATION SITE

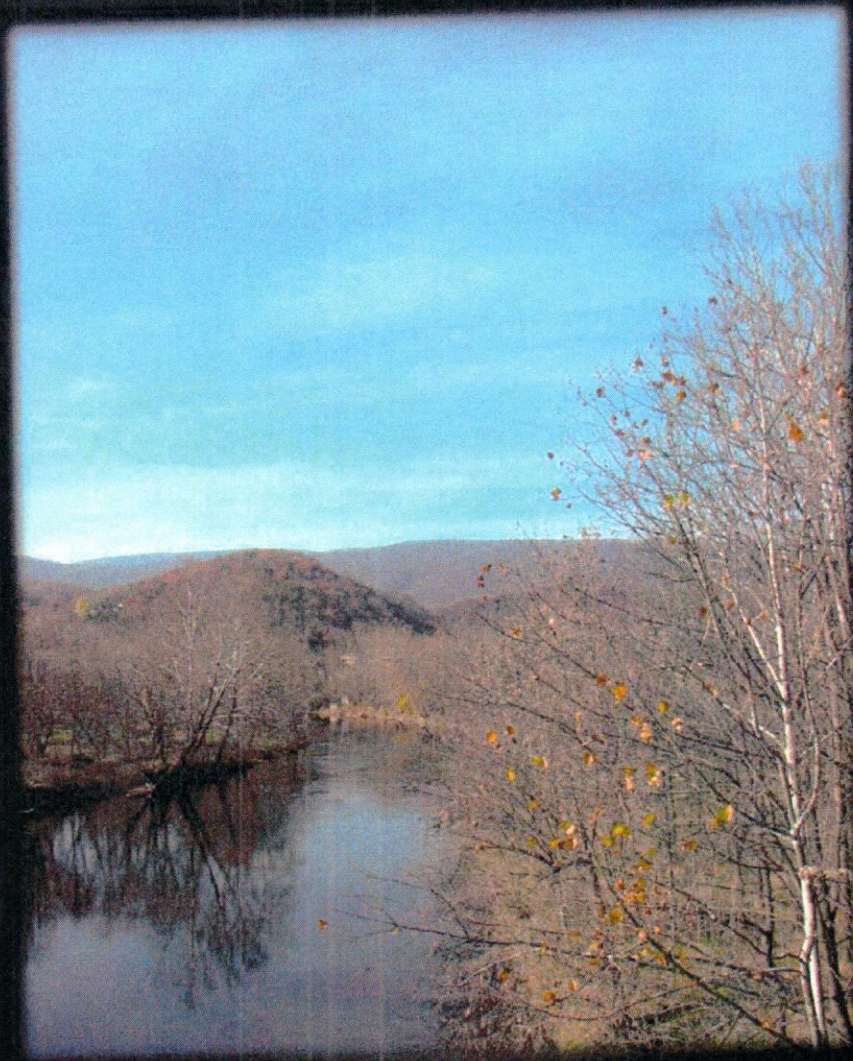
POTENTIAL SITES



POTENTIAL SITES



QUESTIONS AND DISCUSSION



Draper Aden
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Mrs. Kroll advised that there is no cost for the property owner.

Vice Mayor Marshall asked if was up to the localities to look for developers. Mrs. Kroll advised it was, but that they also offered help with that process and have knowledge of some developers who specialize in these type projects and also mentioned a national website where those type developers register and information can be located on sites.

Mayor Irvine stated he had conversation with the property owner regarding the old motel in the Clifftondale area and would pass on the information to them.

CONSENT AGENDA

1. MINUTES Council Meeting December 10, 2019
Work Session December 17, 2019

RECOMMENDATION: Approve minutes of December 10 & 17, 2019

Vice Mayor Marshall requested a change to her salary suggestion in the work session minutes to read \$75,000. With this change, a motion to approve the minutes was made.

Motion to accept minutes with change

Motion made by: Councilman Goings

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Umstead Aye
Councilman Oeltjen Aye
Councilman Goings Aye
Vice Mayor Marshall Aye
Mayor Jeff Irvine Aye

Motion passed: 5-0

ACTION ITEMS

2. SECOND AMENDMENT SANCTUARY RESOLUTUION

At the request of several citizens, the Town will consider adoption of a resolution to declare the Town a Second Amendment Sanctuary locality.

RECOMMENDATION: Adopt resolution

Angela Carper, Clerk, read the resolution and Mayor Irvine read the following statement that he had prepared prior to opening the floor to those who had signed up to speak on the subject.

The battle for American Freedom was begun by the thousands of farmers, tradesmen who made up the minutemen.

Citizens who were ready to defend their liberty at a moments notice.

Today we need a nation of citizens who are willing to work and sacrifice for that freedom and fight. The right to bear arms isn't about ARMS it's about the right. Gun control isn't about guns it's about control.

While we recognize that this weapons law will not stop all weapons crimes, banning guns to reduce crimes makes no sense, evidence shows that civilian gun ownership can be a powerful deterrent to crime. Laws alone do not stop crimes and violence.

We URGE you to listen to the American public and citizens of Virginia, and law enforcement and not prevent our 2nd Amendment right.

I believe strongly in the right of every law abiding citizen to keep and bear arms.

Michael Michie stated he is a resident, a retired USMC and National Guardsman who was active military when the Dunblame incident occurred. He stated he appreciated what Mayor Irvine had stated and mentioned that he had visited Richmond the day prior and that Delegate Austin is for the Second Amendment Sanctuary Resolution and in support of our gun rights and that they thought they also had some success with Delegate Creigh Deeds, but reminded people that it all comes down to a four letter word—VOTE. He encouraged everyone, regardless of their party to vote with their heart and for what's right. He stated that there needs to be something more for youth and that the average age of participation in the area is 60+. He stated that if things change, there will be no hunting or events such as that for the kids. He stated that last month was the largest ever in sales at his gun shop and it is all due to politics and the erosion of rights. He added that he and a group of citizens will be going back to Richmond on Monday to participate in the rally and hope to make a difference.

Monty Bowman of Falcon Ridge stated that he has spent 43 years in the Alleghany Highlands and considers the area his home. He mentioned the Virginia Citizens Defense League website and cited that there are currently 126 localities declared as Second Amendments Sanctuary localities and hopes that Clifton Forge can be added to that list. He stated that he had also visited Richmond the day prior with approximately 2,000 people present and that the group had been granted 30 minutes with Delegate Austin who had stated that he is not comfortable with the new laws due to an experience he had. He mentioned a sign as you are leaving Covington that has been there for years that says "When Guns are Outlawed, Only Outlaws Will Have Guns". Lastly, Mr. Bowman stated that 90% of the mass shootings in the recent past have been committed in "gun free" zones and encouraged everyone to vote for what is right.

Corey Clarke of 1229 Ingalls stated that he is a Clifton Forge resident and has been for 33 years. He stated that he went to school with other kids in the area, then signed up to join the military rather than attend college because he wanted to. He stated that he was sent to hot, sandy, Iraq where he and other members of his group saw many things they shouldn't have, all before he was old enough to purchase alcohol. He asked that Council use their "noodle" and make the right decision, which is an economic decision too. He stated that guns don't kill people, people kill people and that he witnessed kids in Volusia Iraq carrying weapons and attempting to kill those serving in the military and that it wasn't the guns fault, it was how the children are brought up. He stated that here at home it is gang violence, and that he hopes Council will vote in favor of the resolution.

Chet Howard of Roxbury Street stated that he has been a resident all of this life and that he has been carrying a gun since he was old enough to do so. He stated that when friends visit from out of Town, they go hunting and they have never had a problem. He stated that he feels it is wrong to ban weapons and think people need to be allowed

to carry them for their own security and has no problem at all with open carry. He stated that guns don't kill, crazy people not in the right frame of mind do and banning guns will not stop that behavior. He stated that people should be able to make their own decisions and should vote yes.

Mayor Irvine then asked Council for their comments.

Councilman Umstead stated that he does not have any guns and joked that no one would want him using them with his eyesight as it is, but stated that he is for them being allowed to those properly trained and who use them in the proper manner. He stated that every mass shooting has had its own red flags and that he has seen some of those within the school system and hopes that things will be improved upon.

Councilman Oeltjen stated that he is for creating a sanctuary and that guns are often used incorrectly, but that the government should not usurp anyone freedoms whether it be a collector of those who have guns just for protecting their liberties. He stated that no law should be made to infringe upon the rights we have been granted and stated that he feels the focus is being placed on the wrong thing. He mentioned a popular Christmas song in which there is a line saying "let there be peace on earth and let it begin with me" and stated that firearms used properly do just that.

Councilman Goings stated that he is a gun owner, owning 4 firearms, and that his wife and kids own 8. He stated that he's heard the arguments that the Democrats are out to get people's guns and take away their rights and that he fully believes that people need to have faith in the Second Amendment of the Constitution which already grants those rights without anything further. He stated that he does not think people have the permission to pass laws that nullify other rights. He stated that mental health is 90 – 95% of the problem and that most cases are never diagnosed. He stated that there needs to be a willingness to pay to properly diagnose and treat those illnesses in order to make a difference. He stated that it is awfully hard. He stated that a recent poll shows 83% of Virginia's in favor of expanded background checks and asked how people feel about that and if they feel that in some way infringes upon their rights. He stated that there have been 114,000 Americans shot during the last year with 20,000 killed over 400 mass shootings, equaling to one per day and asked for thoughts and prayers for those families.

Vice Mayor Marshall stated that as a former member of law enforcement for 32 years and having seen her parents denied their rights she had to think about the resolution, but that she is ok with the wording on this one.

Motion to adopt resolution

Motion made by: Councilman Oeltjen

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	No
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 4-1

3. NEW RESOLUTION FOR INTERIM FINANCING FOR DAM PROJECT

As part of the previously approved loan application process through the USDA, the town adopted a resolution to finalize the closing for the interim financing through Cobank. With the additional funding provided by USDA, it is now required that the Town to adopt a new resolution to reflect the correct amounts of funding for the project.

RECOMMENDATION: Adopt resolution

Councilman Goings asked the Town Manager to explain the need for this resolution and the funding being granted. Mrs. Burcham explained that with the bids from contractors coming in higher than estimated, the USDA had granted the Town additional funding. As part of their requirements, the Town is required to have interim financing to cover any expenses and Council had previously adopted a resolution with the prior amount. This resolution includes the additional funding being provided by USDA.

Motion to adopt resolution

Motion made by: Councilman Umstead

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

4. DEPARTMENT REPORTS

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

RECOMMENDATION: Accept reports as written

Motion to accept department reports as provided

Motion made by: Vice Mayor Marshall

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

INFORMATION

Town offices will be closed on Monday, January 20, 2020 for the Martin Luther King, Jr. holiday.

MANAGER'S COMMENTS

Mrs. Burcham mentioned the upcoming Martin Luther King, Jr. Day event being held on Sunday at 3 PM at the Gospel Tabernacle Church on Alleghany Street in Covington and encouraged everyone to attend. She mentioned that her dear friend and President of the Roanoke Chapter of the NAACP will be speaker at the event.

Mrs. Burcham advised that the dam project has finally started and that last Wednesday a pre-construction conference was held with members of Brayman, engineer, and staff from the Water Treatment Plant. LeeAnna, Chad, and herself in attendance. She stated that there were about ½ dozen persons on site for some survey work and expect full construction to begin in 4-6 weeks with substantial completion no later than 11/8/20 – 1/8/21 and mentioned that she had encouraged the contractor to finish the project as soon as possible.

Mrs. Burcham stated that she has been working with CSX for years to attempt to relocate the Amtrak station to the C & O Heritage Center. She mentioned a recent bill that the Governor had announced to promote high speed rail from Richmond to Washington as well as a bill to promote commuter service between Clifton Forge and Roanoke sponsored by Delegate Austin.

Lastly, Mrs. Burcham stated that she hopes everyone had a blessed holiday season and that many times it is easy to reflect on things that do not happen, but with the new year, she wished to reflect on the successes and things that have been accomplished. She stated that there are seven properties under development with plans for the downtown, 5 businesses that opened in the past year, progress to ensure areas are viable for the future such as the Brownfields work, work with two independent development prospects and continued interest in all to encourage more economic development, the housing study that was completed, the work being done in the Alleghany Highlands schools, and many other things that benefit our area and the citizens here.

UPCOMING EVENTS

CLIFTON FORGE PUBLIC LIBRARY

CENSUS MEETING WITH CHUCK ALMAREZ—WEDNESDAY, JANUARY 22, 2020, 6-7 PM

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, JANUARY 17, 2020, 7 PM

MASONIC THEATRE

THEATRE CLASSES AT THE MASONIC—EVERY THURSDAY UNTIL MARCH 12, 2020, 5:30 PM

BLUES FESTIVAL UNDERGROUND JAM—FRIDAY, JANUARY 24, 2020, 7:30 PM

CLIFTON FORGE BLUES FESTIVAL—SATURDAY, JANUARY 25, 2020, 7 PM

PUSH PHYSICAL THEATRE—TUESDAY, FEBRUARY 11, 2020, 7 PM

PUBLIC COMMENTS

Diana Kling Smith of 224 Highland Street made the following remarks to Council regarding concerns over the Armory Committee:

I am here to express my concerns about the Clifton Forge Armory Committee and to recommend specific actions.

The Armory Committee is a volunteer committee established many years ago to keep the Armory from being moth-balled by then Town Manager Tracey Shiflett. The original Committee consisted of volunteers and no elected officials. These citizens should be applauded for their willingness to preserve and protect this **Town owned** building.

- Several years ago, the Armory Committee was reporting to TC on a monthly basis regarding usage and income. However there have been no reports in recent years.

The previous CF Mayor had planned to investigate this Committee, when he became ill. To my knowledge there has been no follow-up.

With this in mind, I made a Freedom of Information Act (FOIA) Request of both the Town, and the CF Armory Committee for all records, to include bank statements, for the past 2 years.

- The Town cooperated fully with my request.

The President of the Armory Committee, who happens to be our Mayor, Jeff Irvine, on the other hand, consulted with the VA State FOIA Council in an effort to prove that the Committee did not have to release all of the records that I requested. This attempt to block my request for financial information immediately raised a red flag in my mind.

- Why would an elected official, Mr. Irvine, not want to be totally transparent regarding a building that is owned by the citizens of CF? Not only is it owned by the citizens, the citizens are also paying thousands of dollars for the building maintenance repairs, flood insurance, and utilities.

We, the tax paying citizens, have a right to know why our Mayor, who is elected by the citizens, and who works on behalf of the citizens, refused to be transparent regarding the financial matters of a building that we own!

*I would also point out that Councilman Umstead is a member of the Armory Committee. And I would also ask Mr. Umstead why he would not want to be transparent regarding this matter?

- Because the Armory is owned by the Town, there is an Agreement with the Town, which outlines information that the Armory Committee is to provide to the Town, on a monthly and yearly basis. After looking at this Agreement and the records that I was given, it is apparent that the CF Armory Committee is not compliant with the terms of the Agreement, and there appears to be active resistance by the Committee.

2.

The Clifton Forge Town Council is responsible for oversight of the Armory Committee.

Given what I have learned, I am asking three members of this Council, Mr. Oltjen, Dr. Goings, and Ms. Marshall to provide the oversight that has been lacking in regard to this Committee.

- I am asking that the Agreement between the Town and this Committee be revised.
- This Armory Committee receives income from the County and other users of the building. The Committee currently has over \$16,000 in its account and Mr. Irvine is paying himself and his wife out of this account for services they provide to the Armory.

More importantly, because Mr. Irvine and Mr. Umstead are members of both the Armory Committee and the CF Town Council it seems highly inappropriate that they should be providing oversight on themselves.

Therefore I think it imperative that Mr. Irvine and Mr. Umstead make a choice between resigning from the Armory Committee or resigning from this Council due to a **conflict of interest, and their reluctance to be transparent** with the citizens of CF, regarding the financial matters of a building that we own.

Thank you,
Diana K. Smith

Mayor Irvine stated that the Armory Committee does provide financial reports, minutes, and calendars and as to Mrs. Smith's mention of the FOIA request, she had

asked for about 15 things and received all but one which he was told not to provide. He advised that she could attend the meetings and get any information she wanted. He stated that Angela had helped him put together the information and that he had told her that he was advised not to provide that information because it contained personal information. He stated that he does not pay himself, that he receives \$40 per month for using his personal cell phone for Armory business and that it is an allowance. He stated that the committee was asked and agreed to hiring his wife to do cleaning and that she was the third or fourth choice when the previous gentleman who performed those duties quit. He stated that things Mrs. Smith was saying are not correct.

Mrs. Smith countered by saying that she had requested copies of bank statements and that none had been provided and that the financial records given were sketchy in details, there were minutes missing, no treasurer's report, no invoices or receipts given and that the records that were provided were not consistent. She stated that there are numerous ATM withdrawals showing as payments made when everything should be paid by check and that the agreement with the Town also requires the Committee be audited and there was no record of that. She asked why, if so open, would he feel the need to go to the FOIA Council to inquire about providing the information and that it made it appear sketchy when he could have just given the financial records as requested since it is public funding.

Mayor Irvine then stated that in part, he could not provide some of what was asked for because after a year, he threw the documents away.

Mrs. Smith stated that there seemed to be no set by-laws for the Committee, and it is being run very loosely.

Mayor Irvine stated that the only reason he took it over was because everyone was arguing over the Armory and that they wanted the kids to have a place to go for sporting events. He stated that there is \$16,000 in the Committee's account today.

Mrs. Smith stated that there is over \$27,000 paid out each year by the Town for utilities and other things and still could not understand why being it is a Town-owned building and the Committee operates on public funding that he is still so adamant about not providing the requested information.

Councilman Goings asked Mrs. Smith about her concerns and she again mentioned a conflict of interest and asked that he, Councilman Oeltjen, and Vice Mayor Marshall review and provide oversight for the Committee to investigate the allegations and questions.

Dr. Don Roberts of 701 McCormick Blvd. stated that he listened to Diana's comments and that he had served on the Armory Committee as Secretary/Treasurer from the time of its inception until mid-November 2012 and under his watch monthly and annual detailed reports were provided to Council and to the Town, but he now sees that is no longer happening. He stated that he had the opportunity to look at the documentation provided to Mrs. Smith in response to her FOIA request and to say the least it is not adequate! He stated that he is shocked that the President of the Armory Committee contacted the FOIA Council and that it raises serious questions in his mind as to why the information wasn't just provided. He stated that none of the records are really any big deal and that the voters have a right to have the information if it is requested as they are taxpayers and pay a lot of money and have a right to know how that money is being used. He stated that he asked Councilman Umstead to make the records available after hearing of this issue and that there is a big gap in what is being provided. Mr. Roberts quoted the law by stating that any person who believes their rights through FOIA have been violated have the right to petition the circuit court and advised that refusing to provide information is a violation of that right and that the final determination does not lie with the FOIA Advisory Council, but with the Circuit Court.

Mayor Irvine stated that it was not him, it was the lawyer for the Advisory Council that told him not to provide the information.

Dr. Roberts stated that if he were still involved the Committee would be totally transparent or the courts would be involved.

Charles Kahle of 1235 Crestwood mentioned the Council Work Session held on December 17, 2019 and asked for an update on the progress of the search for the next Town Manager.

Councilman Oeltjen stated that a summarized job description and ad have been prepared and Mayor Irvine stated that the ad will appear in the Saturday newspaper.

Mr. Kahle stated that it was very helpful to be able to ask questions and suggested there be more of a Town Hall type meeting atmosphere. He stated that it is helpful to be able to ask questions and participate in the discussion instead of having to report back or hear secondhand information.

Councilman Goings asked Mr. Kahle to explain. Mr. Kahle stated that the back and forth dialogue that occurred at the work session was very helpful. Councilman Goings stated that sometimes some people say the same things each time and that it resulted in a delayed answer but hopes that things can be improved now.

Chet Howard of Roxbury Street thanked Lori Kroll and stated that his brother has purchased the old eye Dr's building and is planning to convert it into a hotel with a railroad theme and is in negotiations regarding the motel in Clifftondale Park as well. He stated that his brother is also interested in the apartment complex on Brussels Street. He stated that he appreciates what Council is doing and that not everyone is going to agree with you, but it is important to take the job seriously. He stated that he hasn't been happy with some things he has heard, but that decisions are what they are and that they should be supported and mentioned the new car lot that will be going in town, the hotel, and other things. Lastly, he thanked Council and stated that he appreciates them.

COUNCIL COMMENTS

Councilman Umstead thanked Lori Kroll and her work with the EPA. He stated that he is very interested in the progress. He stated that he is 100% for the rights of American citizens and appreciates those who came to state their concerns. He thanked everyone for attending.

Councilman Oeltjen thanked everyone for attending and participating and stated that it is important to know the subject matter on which you plan to speak and that it is sometimes difficult anticipating external comments and sidebars. He mentioned the Town Manager's comments and the MLK event stating he and his wife plan to attend again this year. He mentioned the Second Amendment Sanctuary Resolution and stated that a lot of what MLK stood for is how we approach each other. He stated that Dr. King wanted to lead the way with respect, dignity, and compassion. He thanked Diana and stated that he appreciates all of the comments and that he would agree that there needs to be a meeting and some oversight. He thanked Mr. Kahle and stated that the Town Hall type meeting may be a good idea and he thanked Mr. Howard and stated that the news of his brother's plans is great.

Councilman Goings thanked Dave Davis and his wife Carol for all they've done over the years and told a story of one of the first times he met them at a Halloween party he and his wife held with a "Clue" theme. He stated that Dave participated and did an awesome job and carried the show!

Vice Mayor Marshall wished everyone a Happy New Year! She thanked everyone for attending and stated that she appreciates the participation and input as well as recommendations. She mentioned 42 Deli being included on the "Hometown Eats" show on WDBJ7 and mentioned that Michael's Pizza now has their ABC license. She mentioned The Way Coffee Shop and what they have to offer and the new business, Mountain Field Farm, being open on the weekend and all of the things they are offering. She mentioned the Covington Delivery Service and stated that Mr. Haynes

will also cover the Clifton Forge area, with their service fees rounded to the nearest dollar and the efforts to get more of these types of services in the Town. She thanked Lori Kroll on her presentation.

Mayor Irvine thanked everyone for attending and welcomed Jared Jenkins as the new Town Attorney. He asked that everyone keep Richard Shull and his family in their thoughts for the loss of his brother. He thanked Lori Kroll and David Davis and advised Diana Smith that the Armory Committee meeting will be held the last Monday of the month.

***CLOSED SESSION PURSUANT TO SEC. 2.2-3711 A:1 PERSONNEL—
APPOINTMENTS AND A:3 REAL ESTATE—POTENTIAL LAND
ACQUISITION***

Motion made by: Councilman Umstead **Time: 8:50 PM**

Seconded by: Vice Mayor Marshall

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to return to open session **Time: 9:34 PM**

Motion made by: Councilman Oeltjen

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to certify only indicated items were discussed during closed session

Motion made by: Vice Mayor Marshall

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to appoint Councilman Umstead as the official alternate to Vice Mayor Marshall for the RVARC.

Motion made by: Vice Mayor Marshall

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Umstead Aye
Councilman Oeltjen Aye
Councilman Goings Aye
Vice Mayor Marshall Aye
Mayor Jeff Irvine Aye

Motion passed: 5-0

Motion to submit Diana K. Smith to the Circuit Court for appointment to the Board of Zoning Appeals.

Motion made by: Councilman Umstead

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead Aye
Councilman Oeltjen Aye
Councilman Goings Aye
Vice Mayor Marshall Aye
Mayor Jeff Irvine Aye

Motion passed: 5-0

Motion to adjourn

Time: 9:37 PM

Motion made by: Vice Mayor Marshall

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Umstead Aye
Councilman Oeltjen Aye
Councilman Goings Aye
Vice Mayor Marshall Aye
Mayor Jeff Irvine Aye

Motion passed: 5-0

**ORDINANCE TO PURCHASE
REAL ESTATE**

BE IT ORDAINED by Clifton Forge Town Council that pursuant to VA Code Section 15.2-1802 Council hereby agrees to purchase the eastern ½ of Lot 43, Lot 44 and Lot 45 Block 24 C&O Development Co., Town of Clifton Forge from James Richmond for the sum of Five Thousand Dollars.

BE IT FURTHER ORDAINED that the purchase price shall be paid to Mr. Richmond upon the receipt of a General Warranty Deed conveying said property to the Town of Clifton Forge.

First Reading: January 14, 2020

Second Reading: February 11, 2020

NO SUPPORT
DOCUMENTATION
FOR THIS ITEM

**CLIFTON FORGE
POLICE DEPARTMENT**

**** MONTHLY REPORT ****

DECEMBER 2019

ADULT ARRESTS

CRIMINAL ARRESTS- FELONY

1 B & E W/INTENT TO ASSAULT
5 CAPIAS SERVED
1 GRAND LARCENY
1 POSSESSION SCHEDULE 11 NARCOTICS

CRIMINAL ARRESTS- MISDEMEANOR

5	ASSAULT & BATTERY	1	BAR NOTICE
2	DRUNK IN PUBLIC	1	ECO (Emergency Custody Order)
2	EPO (Emergency Protective Order)	1	FAIL TO PAY PARKING TICKET
1	DWI 1 ST OFF, BAC .15-.20%	1	PETIT LARCENY
1	POSSESSION OF DRUG PARAPHERNALIA		
1	SHOPLIFTING	1	TDO (TEMPORARY DETENTION ORDER)

TRAFFIC ENFORCEMENT

1	DUI	2	EXPIRED INSPECTION
5	EXPIRED STATE TAGS	2	FAIL TO STOP AT STOP SIGN
2	FAIL TO OBEY HIGHWAY SIGNS	1	FAIL TO NOTIFY DMV-ADDRESS
1	FAIL TO MAINTAIN CONTROL	1	FAIL TO YIELD RIGHT OF WAY
1	NO OPERATOR LICENSE	1	NO VALID OPERATOR LICENSE
9	SPEEDING	1	DANGLING OBJECT FROM MIRROR
1	NO REGISTRATION IN POSSESSION		
1	LICENSE PLATE COVER	1	DRIVE W/NO IGNITION INTERLOCK
1	FAIL TO KEEP RIGHT OF CENTER		

CRIMINAL ARRESTS – FELONY (JUVENILE)

CRIMINAL ARRESTS – MISDEMEANOR (JUVENILE)

	DEC. '18	18 YTD	DEC. '19	19 YTD
ADULT CRIMINAL ARRESTS	*****	*****	*****	*****
FELONY	5	51	10	76
MISDEMEANOR	23	245	0	323
JUVENILE CRIMINAL ARRESTS	*****	*****	*****	*****
FELONY	0	0	0	0
MISDEMEANOR	0	6	0	12
TRAFFIC SUMMONS ISSUED	29	355	31	709
PARKING VIOLATIONS	3	338	7	126
COMPLAINTS RESPONDED TO	331	4,250	276	4,587
PUBLIC WORKS COMPLAINTS	10	105	1	53
CITIZENS/BUSINES REQUEST-CHECKLIST	372	5,745	893	13,609
BURGULAR ALARMS PROCESED	5	77	2	81
ACCIDENT INVESTIGATED	8	49	5	57
REQUEST TO UNLOCKED MOTOR VEHICLES	16	154	10	142
REQUEST TO UNLOCK HOMES/BUSINESSES	0	3	0	1
ESCORTS PROVIDED	8	126	10	81
COURT DOCUMENTS PROCESSED	45	531	27	505
UNSECURED PROPERTY	3	111	9	96
MILES TRAVELED BY DEPARTMENT	4,847	71,681	3,907	70,174
TRANSPORTS	*****	*****	*****	*****
TO REGIONAL JAIL	*****	*****	*****	*****
NUMBER OF TRANSPORTS	7	60	3	75
TOTAL MILEAGE	156	1,356	66	1,649
MAN-HOURS	5HRS 37 MINS	58HRS 30 MINS	2HRS 24 MINS	139 hrs 7 mins
TO MENTAL FACILITY	*****	*****	*****	*****
NUMBER OF TRANSPORTS	3	72	1	53
TOTAL MILEAGE	153	4,878	55	6,253
MAN-HOURS	9HRS 0MINS	200HRS 2 MINS	2HRS 41MINS	178 hrs 8 mins
ANIMAL CONTROL	*****	*****	*****	*****
COMPLAINTS RESPONDED TO	34	512	23	429
ANIMALS PLACED IN SHELTER	4	95	6	47
DOGS	1	35	1	21
CATS	3	60	5	26
SUMMONS ISSUED	2	47	0	81
ANIMAL BITES INVESTIGATED	0	9	0	16
ANIMALS RETURNED TO OWNER	0	3	1	22
DOGS	0	3	1	22
CATS	0	0	0	0
OTHER	0	0	0	1
ANIMALS RETURNED TO THE WILD	3	47	0	14

Investigation Report

This report represents criminal investigations conducted by the Clifton Forge Police Department. To date for the month of December the Police department has initiated Twenty-eight (28) criminal investigations. No cases were carried over from the previous month. This brings it to a total of Twenty-eight (28) criminal investigations that have been active between December 1, 2019 and December 31, 2019.

Criminal cases initiated in December:

Destruction of property-3	D.U.I -1
Domestic assault & battery-6	Traffic accident investigation-5
Public intoxication-2	Grand larceny-1
Death investigation-2	Petit larceny-3
Possession of controlled substance-1	Identity theft-1
Breaking and entering-1	Shoplifting-1
Assault and battery-1	

Criminal cases cleared in December:

Assault and battery-1	D.U.I -1
Domestic assault & battery- 6	Death investigation-2

Possession of controlled substance-1

Public intoxication-2

Traffic accident investigation- 5

Petit larceny-1

Identity theft-1

Shoplifting-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 the 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 December was 75.0%. Some of these cases, while being cleared, have not generated an arrest yet due to the Commonwealth Attorney holding the charges for Grand Jury Indictment.

The clearance rate for criminal investigations for the year of 2019 was 83.0%. As stated previously, while being cleared, some of these cases have not generated any arrests yet due to the Commonwealth Attorney holding the charges for Grand Jury Indictment.

Cases of interest:

On December 28, 2019 Officer S.B. Sayers was on routine patrol when he conducted a traffic stop on a vehicle for an equipment violation. During the course of the stop an Alleghany County Sheriff's Department K-9 was utilized for an open-air search around the exterior of the vehicle. At that time the K-9 alerted on the odor of narcotics within the vehicle. A probable cause search was conducted and multiple narcotics violations were found within the vehicle. The operator of the vehicle was then taken into custody and transported to CFPD for processing without incident.

On December 29, 2019 Officer D.J. Creedon was on routine patrol when he received a be on the lookout from the Alleghany County Sheriff's Department dispatch for a reckless driver. Officer Creedon located the vehicle on A St. and witnessed it swerving into oncoming traffic. At that time, he conducted a traffic stop on the vehicle to check the well being of the driver. While making contact with the driver, Officer Creedon noticed the driver had bloodshot eyes and slurred speech. He then conducted a set of field sobriety tests in which the driver showed multiple signs of intoxication. At that time the driver was taken into custody for driving under the influence of alcohol and transported to CFPD for further processing without incident.

On December 8, 2019 Officer G.A. Wilhelm was dispatched to the 300 block of pine St. for a domestic assault in progress. Upon arrival he was met by the complainant who advised she was assaulted by her daughter. She advised that she and her daughter were arguing and her daughter had thrown items striking her before grabbing her hair and

forcing her to the ground. Officer Wilhelm located marking on the victim consistent with the reported offense. At that time the daughter was taken into custody for domestic assault and transported to CFPD for further processing without incident.

Chief's Comments: In the month December two officers attended Crisis Intervention training which brought the entire Department to be certified as Crisis Intervention Officers. All officers attended four hours of in-house training on Juvenile Intake procedures and report writing. Officers also attended a joint training with the Alleghany County Sheriff's Office on active shooter response. This was considered in-house training. We are planning to send officers to a certified active shooter response course in the spring of 2020. With all that has been going on with short staffing and the Department relocation, I'm proud to say that the officers have maintained a positive attitude and a proactive demeanor to keep our clearance rate for the year of 2019 at 83% (national average is 15%).

Clifton Forge Public Library

Director's Report

December 2019

The month of December 2019 was a less busy time as many groups took a break for the holidays. The Armstrong Community Meeting room had 141 people attend events and various other programs and meetings. The Library Quilters and Threadbenders met on their regular schedules. The Library Board of Trustees and the Friends of the Library did not meet as they took a holiday break. Appalfolks held their monthly board meeting. The Writers Workshop led by Ray Allen met once. The Brown Bag Book Club met and discussed the book "Tattooist of Auschwitz" by Heather Morris. The Foreign Films Club met once. Congressman Morgan Griffith's representative came on regular schedule. Joan Vannorsdall (Clifton Forge Representative) from the Alleghany County Board of Supervisors met with constituents. GED classes did not meet as they continued to search for a new instructor. The Rainbow Rock Genealogical Club held a single meeting. The library hosted a winter themed Toddler Time and a Jack Frost themed Christmas party. The library also hosted its annual Patron Appreciation celebration. Staff members Iris Gilbert and Debra Henn with assistance from volunteers Travis Hart and Lisa Deeds checked out 315 books to patrons at Scott Hill. The Library Director also wants to give special recognition to volunteers John Moser, Cornelius Ray, and Jacob Adkins. John Moser and Cornelius Ray helped with the festive Christmas atmosphere in the library by putting up the Christmas tree. Mr. Moser has also been a regular volunteer in the setting up and breaking down for various library events. Jacob Adkins has leant his genealogical expertise in helping library patrons research their family histories. In addition, Mr. Adkins also has been a

willing volunteer in the setting up and breaking down of library programs. Finally, the Director would like to mention the tremendous contribution to Christmas happenings by the Friends of the Library. Nancy Kilian has been the lead person in setting up and organizing the Friends annual Christmas ornament sale. In addition, Friends members, Martha Edwards, Lana Dodson, Phyllis Owens, and Janet Spearman have provided wonderful help in the conducting of special programs such as the annual Christmas party.

FY 2020	Items	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 2020
	Donations	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00							\$500.00
	Book Sales	\$20.00	\$29.00	\$0.00	\$20.00	\$0.00	\$0.00							\$69.00
	Fax Charges	\$155.00	\$169.00	\$135.00	\$150.00	\$162.00	\$160.00							\$931.00
	Fines	\$160.80	\$132.10	\$199.20	\$146.57	\$135.00	\$192.00							\$965.67
	Replace book	\$15.55	\$0.00	\$0.00	\$5.25	\$18.00	\$20.00							\$58.80
	Replace card	\$2.00	\$16.00	\$10.00	\$22.00	\$4.00	\$8.00							\$62.00
	Non-Reside	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00
	Print-outs	\$93.50	\$102.50	\$91.00	\$97.50	\$104.25	\$92.00							\$580.75
	Total	\$446.85	\$448.60	\$435.20	\$941.32	\$423.25	\$472.00							\$3,167.22
FY 2019	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY-19	
	Donations	\$0.00	\$0.00	\$525.00	\$0.00	\$200.00	\$1,400.00	\$100.00	\$0.00	\$100.00	\$0.00	\$100.00	\$0.00	\$2,425.00
	Book Sales	\$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
	Fax Charges	\$142.50	\$150.00	\$140.00	\$145.00	\$140.00	\$135.00	\$140.50	\$148.00	\$145.00	\$141.50	\$146.00	\$138.50	\$1,712.00
	Fines	\$201.05	\$206.10	\$202.10	\$175.50	\$175.72	\$116.45	\$183.50	\$201.20	\$185.50	\$187.00	\$177.00	\$157.50	\$2,168.62
	Replace Car	\$26.00	\$14.00	\$16.00	\$12.00	\$12.00	\$6.00	\$12.00	\$16.00	\$12.00	\$8.00	\$10.00	\$14.00	\$158.00
	Lost Books	\$47.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17.00	\$64.91
	Non-Reside	\$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	\$91.00	\$105.00	\$90.00	\$92.50	\$96.00	\$85.00	\$97.25	\$101.25	\$98.50	\$96.50	\$92.00	\$95.00	\$1,140.00
	Total	\$508.46	\$475.10	\$973.10	\$425.00	\$623.72	\$1,742.45	\$533.25	\$466.45	\$541.00	\$433.00	\$525.00	\$422.00	\$7,668.53

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

FY 2020	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 20
CF Adult	1427	1426	1438	1460	1288	1375							1427
CF Juvenile	338	281	254	213	217	146							1449
Allegh. Adu	950	999	968	970	790	884							5561
Allegh. Juv.	72	78	85	96	70	48							449
NR Adult	73	91	101	120	58	51							494
NR Juvenile	3	15	13	11	15	33							90
# ITEMS O	2863	2890	2859	2870	2438	2537							16457
FY 2019	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 19
CF Adult	1464	1426	1418	1554	1357	1302	1349	1318	1333	1340	1363	1362	16586
CF Child	398	323	270	273	206	242	275	233	236	267	221	388	3332
Allegh. Adu	877	890	1249	818	702	876	834	955	1018	865	884	917	10885
Allegh. Juv.	65	69	49	103	164	47	75	75	80	54	67	87	935
NR Adult	149	188	138	221	148	174	143	138	140	98	109	86	1732
NR Juv.	17	13	20	46	47	11	55	37	28	36	13	22	345
# Items Out	2970	2909	3144	3015	2624	2652	2731	2756	2801	2660	2657	2862	33781
Number of PATRONS checking out library materials, categorized by geographic area & patron type													
FY 2020	July	August	Sept.	October	November	December	January	February	March	April	May	June	Cum FY 20
CF Adult	183	179	182	176	166	192							1078
CF Juvenile	41	37	34	25	24	23							184
Allegh. Adu	104	117	102	119	110	102							654
Allegh. Juv	9	16	7	9	8	12							61
NR Adult	18	25	24	12	17	26							122
NR Juvenil	1	3	2	3	3	5							17
Total Patro	355	376	351	346	317	362							2107
FY 2019	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 19
CF Adult	181	201	183	175	161	172	173	169	178	181	185	182	2141
CF Juvenile	40	40	35	30	31	46	33	37	37	27	25	38	419
Allegh. Adu	101	117	100	108	96	110	110	107	102	93	91	110	1245
Allegh. Juv	6	6	9	11	12	11	14	9	12	9	14	18	131
NR Adult	20	23	19	25	17	24	22	21	16	18	20	17	242
NR Juv.	4	3	4	4	7	6	5	5	4	3	3	5	53
Total Patro	352	389	350	350	324	369	356	348	338	330	338	369	4213

Borrower counts, circulation trans.

FY 2020	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 20
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Borrowers	355	376	351	346	317	362													2107
New Regist	15	26	16	21	13	12													103
Transaction	5127	5149	5115	5026	4650	4201													29268
Wifi	61	57	50	51	53	58													330
W/drawn b	6	9	18	26	12	41													112
PAC Loggin	47	57	50	41	46	38													279
W/D Patron	20	18	5	19	2	5													69
Computer l	427	409	401	393	401	367													2398
E-book Cir	161	158	163	153	158	160													953
FY 2019	July	August	September	October	November	December	January	February	March	April	May	June	Cum FY 19						
Borrowers	352	389	350	350	324	369	356	348	338	330	338	369	4213						
New Regist	33	29	29	35	27	26	21	9	22	22	32	18	303						
Transaction	5921	5893	5470	6065	5166	5231	5146	4855	4862	4627	4532	4854	62622						
WiFi	56	54	51	61	45	53	55	61	60	57	59	72	684						
Withdrawn	3	277	19	63	112	87	216	179	6	6	2	13	983						
PAC Loggin	25	41	20	51	44	33	56	74	51	48	43	60	546						
W/D Patron	6	2	5	2	4	2	6	6	9	5	13	7	67						
Computer l	531	560	534	505	502	487	523	450	464	403	394	385	5738						
E-book Cir	148	141	142	183	165	151	171	148	178	190	129	163	1909						

NEW TITLES ADDED

FY 2020	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum 20	
FY 2020	199	156	164	161	157	97								
FY 2019	205	164	213	188	172	126	168	120	196	126	180	163	2021	

MICHAEL ARMSTRONG COMMUNITY MEETING ROOM ATTENDANCE

FY 2020	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum 20	
	325	223	194	264	211	141								
FY 2019	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Cum FY 16	
	232	190	157	233	219	204	136	176	296	335	222	340	2740	

January 2020

Public Works

Monthly Report

The month of January was a very long month!

We took down all the Christmas decorations and stored them for the season and replaced banners with winter theme. Just in time for our first snow event, crews got a head start on salting and plowing and we are glad to report that there were no incidents.

Our new truck arrived, and we are just waiting for title to get it tagged and insurance to put it on the road. Our Bucket Truck has been repaired with a new transmission that was done in house.

Three (3) water leaks were repaired and two (2) sewer backups taken care of.

There was some vandalism reported at the High School we boarded up broken windows and keeping track of time & materials so the Police Dept. can have it when the individuals are charged.

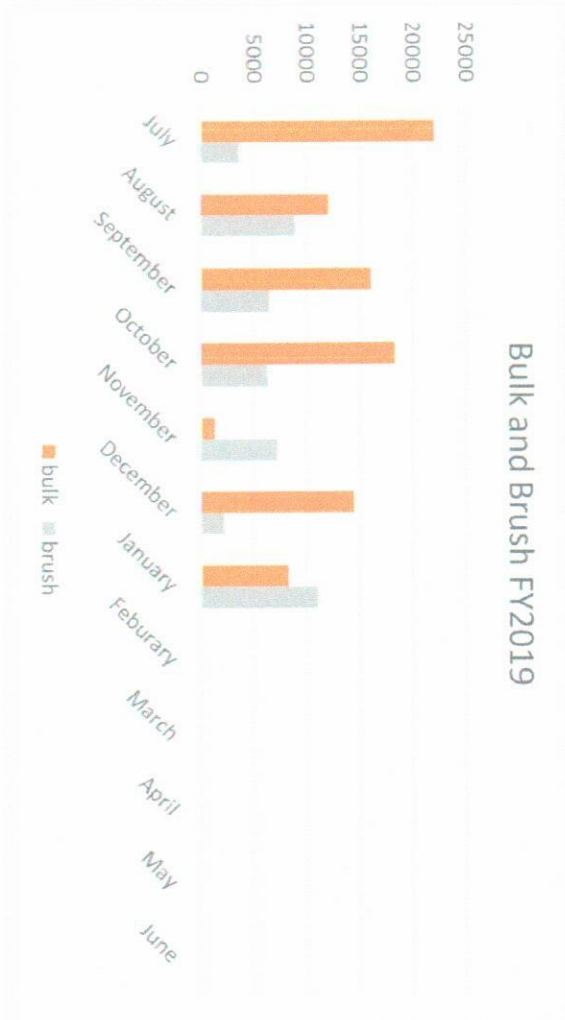
Bulk & Brush was on the light side for the month January, but we know this will pick back up again once the winter breaks and we have warmer days.

We cleaned back brush at Crown Hill Cemetery that had overgrown some very old graves.

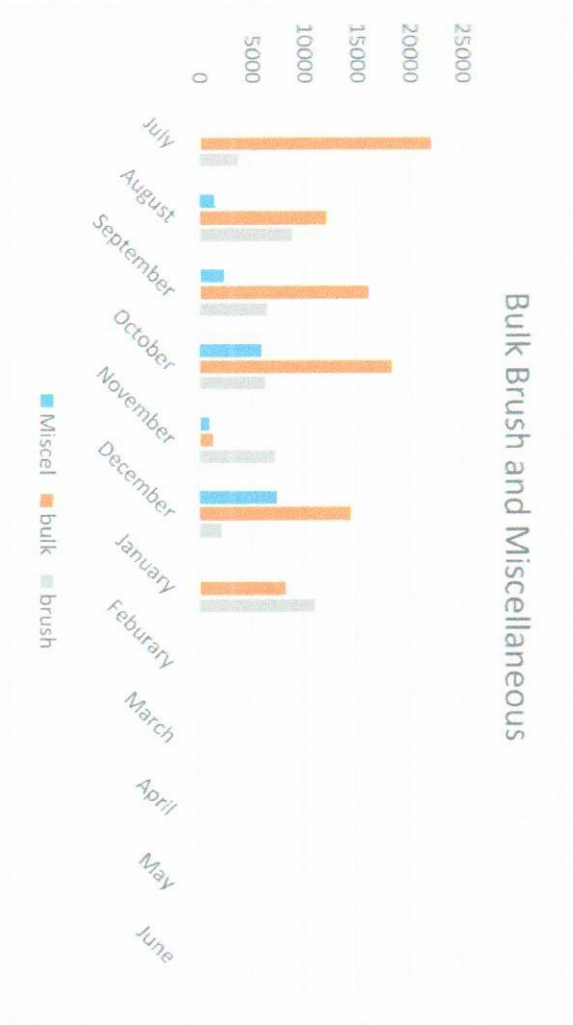
2 burials for the month of January.



Bulk and Brush FY2019



	July	August	September	October	November	December	January	February	March	April	May	June
Miscel	0	1520	2320	5960	960	7460	0					
bulk	21985	12120	16060	18328	1320	14440	8220					
brush	3720	8860	6500	6260	7220	2140	11040					



**Clifton Forge WTP
Monthly Operations Report
2/3/2020
Bobby Irvine, Plant Manager**

The dam project is underway with numerous preliminary projects either in progress or completed. Several pieces of heavy equipment are already on-site as well as an ever growing stockpile of materials. At this time approximately 6 workers are on-site daily and their progress to this point is extremely impressive.

Their first order of business was surveying and making alterations to our access road. A few small trees were removed and the road widened at key points to enable site access for 2 large cranes. The cranes are tentatively scheduled to be delivered by mid February.

A silt fence for erosion control and runoff protection has been installed around our sedimentation basins. This will ensure that no muddy or contaminated water will compromise our potable water quality. A fence was also installed between the construction site and the water plant to further safeguard against runoff and erosion.

Currently work is centered around the construction of the crane pad and an access road to the west side of the dam's spillway. Also a fueling station between the access road and the crane pad seems to be at or near completion. As I mentioned earlier, their progress is impressive as is their emphases on safety.

In regard to safety, vehicular traffic to the site is strongly discouraged. The road is extremely narrow and has some blind curves. These factors combined with frequent usage by heavy vehicles and equipment make access extremely hazardous. Fisherman of course can use the entrance above the small dam to access the reservoir. A monthly progress meeting on the project is scheduled for February 4th at the Library.

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

Clifton Forge Fire Department
701 Church Street
Clifton Forge Virginia
24422

The Clifton Forge Fire Department answered a total of 68 calls in the month of January. Of these 68 calls, 12 were fire calls and 56 were EMS calls, with 66 being within the town limits and 02 in the county. The department averaged 7.5 firefighters per fire call. The department logged 298.1 miles on our apparatus which includes all service vehicles. EMS calls are listed by type of call and frequency of calls. The department ran 03 cardiac calls, 24 general illness calls, 04 public assist calls, 11 falls, 9 shortness of breath, 03 trauma injury, 01 unresponsive calls, 01 DOA call. Fire calls are listed in order they were received.

- 01/02/2020 – 901 Main St. Dog rescued from roof responded with 5 firefighters and 1 apparatus
Town Call
- 01/04/2020 – 901 Main St. Dog rescued from responded with 5 firefighters and 1 apparatus
Town Call
- 01/09/2020 – 500 Blk. Verge St. Brush fire responded with 14 firefighters and 2 apparatus
Town Call
- 01/18/2020 – 613 Roxbury St. Possible structure fire responded with 15 firefighters and 2 apparatus
Town Call
- 01/23/2020 – 109 Stacks Ln. Flue fire responded with 10 firefighters and 3 apparatus
County Call
- 01/23/2020 – 800 W. Ridgeway St. Lift assist responded with 4 firefighters and 1 apparatus
Town Call
- 01/29/2020 – 104 Alleghany St. Law assist responded with 5 firefighters and 1 apparatus
Town Call
- 01/30/2020 – 2211 Grafton St. Fuel spill responded with 7 firefighters and 2 apparatus
County Call
- 01/30/2020 – Hickory St. Trash fire responded with 7 firefighters and 1 apparatus
Town Call
- 01/31/2020 – 1100 McCormick Blvd. Fire alarm responded with 5 firefighters and 1 apparatus
Town Call
- 01/31/2020 – 1100 McCormick Blvd. Fire alarm responded with 5 firefighters and 1 apparatus
Town Call
- 01/31/2020 – 933 McCormick Blvd. Flue fire responded with 8 firefighters and 3 apparatus
Town Call

Finance Department Monthly Report

Budget preparations for fiscal year 2020-2021 have begun. Work packets have been distributed to all Town Departments. Letters have been sent to outside agencies that have previously received funding and those requests are due back prior to the end of February.

We are working on the insurance renewal for property and liability insurance. Each year we must complete a Risk Assessment Guide in order to receive a percentage discount on the policy.

Dog and cat tags were due by January 31st so far, we have sold 81 dogs tags and 33 cat tags. We are required to have a copy of the current rabies vaccination in order to sell the tags.

Business license applications have been mailed to all existing businesses. They are due by March 31st.

In January, there we 18 accounts utility cut off for nonpayment and four meters locked out. Twelve of those units have been paid and reconnected. The next cutoff date will be Tuesday, February 19th. Meter read in February will be Friday, February 21st.

Bills for Vehicle License Fees will be mailed the first part of March and due by April 15, 2020. Charge will be \$20 for vehicles, \$8 for trailers and \$10 for motorcycles. The decal sticker has been eliminated. Personal Property Taxes must be paid prior to collection of License Fees. Failure to pay Personal Property Taxes can result in stop fees at the Division of Motor Vehicles.