



Minutes of Council Meeting  
Buchanan, VA

April 10, 2023

Present: Mayor Tristan Harris  
Vice Mayor Chris Witt  
Councilmember Manspile  
Councilmember Marlon Rickman  
Councilmember James Eubank

Mayor Harris brought the April 10, 2023 regular Town Council meeting to order at 7:00 pm. Mayor Harris asked Town Clerk Claudine Stump to take roll call. With all Council members present, a quorum was established. A moment of silence was held and the Pledge of Allegiance was recited.

The first item on the agenda was approval of the consent agenda which consisted of the financial report for March 2023, the approval of paid bills, and approval of the minutes from the February 13, 2023 Regular Council Meeting, March 9, 2023 Work Session, and March 13, 2023 Regular Council Meeting. Councilmember Manspile made a motion to approve with a second from Councilmember Rickman. Mayor Harris asked for further discussion. With no further discussion, the consent agenda was approved with a vote of 5 – 0.

Next on the agenda was citizen comments and petitions regarding agenda items. Grace Gilliam Parker of 1464 Davis Run was the first person signed up to speak. Ms. Parker thanked Council for working with the Botetourt Farmers Market for the upcoming festivals. Next to speak was Mallory White of 2116 Nace Rd., Fincastle VA. Ms. Mallory also thanked Council for considering the festivals for the Botetourt Farmers Market.

Next on the agenda was awards, recognitions, and presentations.

Next on the Agenda was New Business/Action Items/ Public Hearings. The first action item was consideration of Resolution R23-0410-10: A Resolution Authorizing Application for a Virginia Brownfields Assessment Fund (VBAF) Planning grant for the assessment and remediation of the Former Buchanan High School site at 55 Bedford Street. Vice Mayor Witt made a motion to accept the resolution with a second from Councilmember Manspile. Mayor Harris asked for further discussion. Councilmember Manspile stated Town has been working a long time on the blighted properties in Town. Vice Mayor Witt stated this is a long process and he hopes the owner has the stamina to go through with it. With no further discussion, the resolution was passed with a vote of 5 - 0. The next action item was authorizing

the expansion of Town sanctioned Farmers Market Event Schedule to include the Flower Festival June 3, 2023, the Tomato Festival July 29, 2023, and the Honey Festival August 19, 2023. Councilmember Manspile made a motion to authorize with a second from Councilmember Rickman. Mayor Harris asked for further discussion. With no further discussion, the motion carried with a vote of 5 - 0. The next action item was consideration of resolution R23-0410-11: A Resolution Authorizing Contracting with Stantec to Provide Professional Services for the completion of a Community Flood Preparedness Resilience Plan for the Town of Buchanan. Town Manager Hayfield stated that Town has partnered with Stantec on other projects. The Town has successfully applied and was granted a \$54,000.00 grant from the Community Flood Preparedness Fund Grant, with \$6,000.00 matching funds from Town. Stantec has submitted a Professional Services Agreement with the Town of Buchanan to complete the Community Flood Preparedness Resilience Plan. Councilmember Manspile made a motion to approve the resolution with a second from Mayor Harris. Mayor Harris asked for further discussion. With no further discussion, the motion passed with a vote of 5 - 0. The next action item was a conditional use permit for placement of a 12,000 gallon above ground diesel tank at Sandra's Marking Company's second location. Mayor Harris stated Planning Commission's recommendation was for approval. Councilmember Rickman asked what safety measures are being implemented. Councilmember Manspile stated all Environmental Protection Agency requirements were being implemented. Councilmember Manspile made a motion to approve with a second from Councilmember Eubank. Mayor Harris asked for further discussion. With no further discussion, the motion was approved with a vote of 5 - 0. The next action item was approval of the purchase of a generator for well one using ARPA funds. Cost of the generator \$60,000.00. Councilmember Manspile stated he would do the prep work for installation to help defer costs. This would be money well spent for the good of the Town. Councilmember Manspile made a motion to approve with a second from Councilmember Rickman. With no further discussion, the motion was approved with a vote of 5 - 0. The next action item was approval of the Real Estate Investment Grants Program (ARPA) Grant Application for Mount Joy Hardware. Mayor Harris stated Mount Joy Hardware is installing Electric Sliding Glass Doors costing \$9,207.00. The grant amount is \$4,603.50. The committee that reviews the applications recommended approval. Vice Mayor Witt made a motion to approve with a second from Councilmember Manspile. The motion was approved with a vote of 5 - 0. Vice Mayor Witt explained what the Grant program was, who can access it, and the maximum amount available for each grant. Vice Mayor Witt asked that citizens help make businesses aware of the grant availability. The next action item was approval of the policy that Town of Buchanan employee health insurance cost coverage shall be 100% for each employee and 50% for spouse and family. Councilmember Manspile stated the reasons for changing the policy. Councilmember Manspile made a motion to approve the policy with a second from Councilmember Rickman. With no further discussion, the motion was approved with a vote of 5 - 0.

The next item on the agenda was the monthly staff reports. Town Manager Hayfield stated a Work Session for next year's budget needs to be scheduled. Council decided on April 19, 2023 at 6:30. Mayor Harris asked if there was anything else of note. Councilmember Manspile asked if there had been any progress on finding someone for the Public Works position. Town Manager Hayfield stated there had been 4 applications but only 1 had the required qualifications.

Next on the agenda was Citizen Comments and Petitions Regarding Non-Agenda Items. The first person to speak was Gary Manspile of 20578 Main Street. Mr. Manspile asked for an update on what Town was doing about the abandoned houses in Town. Mayor Harris stated that to his knowledge, Town is looking

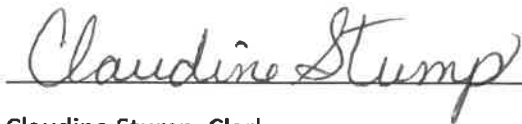
into possible grants to do something about the blight. Town has followed policy and sent letters to property owners. Vice Mayor Witt stated that Town is waiting for final approval of the re-written zoning codes and ordinances. The new codes and ordinances will have more consequences. Even with that, the Town can not condemn properties. That requires the County Building Inspector. Councilmember Manspile stated the residential side is harder to enforce than the business side. Next to speak was Mr. Steve Grigg of 19505 Main Street. Mr. Grigg stated he wanted to follow up on the last Council meeting proposal of a public forum or State of the Town address in order to update citizens on projects, ARPA funds, issues, and the vision Council has for the Town. Mayor Harris stated a State of the Town or public forum meeting would be beneficial. Councilmember Manspile stated that there have been communication issues for the last 2 years. Mayor Harris stated all the upcoming events are listed on the agenda. Jesse Burton of 591 Culpepper Ave. asked to speak. Ms. Burton asked how citizens would be notified or if there is a plan in case of a train derailment? Councilmember Manspile stated anything like that would come from the County emergency Services like the Code Red system. There is a plan located in Town Hall. Fire Chief Ferguson stated that Botetourt County uses Code Red for notifications. It is based on using land lines but you can opt in for cell phone notifications. The Botetourt County Emergency Preparedness Plan is always being updated.

Vice Mayor Witt stated that since we have Fire Chief Ferguson and Captain Bennington here, and this was part of our Work Session, can we discuss the Fire Department Wish List. Councilmember Manspile stated that he will take care of the bathrooms, and he has contacted several contractors for other issues. Vice Mayor Witt stated that he wants to find out if County would be willing to help fund some of the larger issues at the fire house. Chief Ferguson stated that the usage of the Fire House has changed from when it was built in the 70s. He would like to have a sit down with Council to discuss the issues and how the building can be updated to accommodate people in the building 24/7. There are some serious electrical issues that need to be addressed along with other things. Councilmember Manspile stated at one point it was looked at expanding the living quarters over the apparatus bays. Vice Mayor Witt stated that Council and members of Fire & Rescue needs to get together and tour the fire house in order to come up with a prioritized list of repairs. Captain Bennington stated he thinks the water leak is coming from the upstairs showers.

Last on the agenda was adjournment. Vice Mayor Witt made a motion to adjourn with a second from Councilmember Manspile. With no further discussion, the motion carried with a vote of 5 – 0.

Adjournment was at 7:59 pm.

Respectfully submitted,



Claudine Stump, Clerk



Tristan Harris, Mayor



At a regular meeting of the Town Council of the Town of Buchanan held at the Buchanan Town Hall on the 8<sup>th</sup> day of November 2021 beginning at 7:00 p.m.:

**MEMBERS:**

Tristan Harris, Mayor  
Chris Witt, Vice-Mayor  
James Manspile  
Marty Rickman  
James Eubank

**VOTE:**

YES  
YES  
YES  
YES  
YES

On motion of Vice Mayor Witt, which carried by a vote of 5 - 0, the following was adopted:

**A Resolution**

**Authorizing Application for a Virginia Brownfields Assessment Fund (VBAF) Planning grant for the assessment and remediation of the Former Buchanan High School site at 55 Bedford Street**

Whereas, the Town of Buchanan has identified the former Buchanan High School at 55 Bedford Street as a priority revitalization area and obtained ARPA funds to facilitate infrastructure (water & Sewer) and building redevelopment.

Whereas, the Town of Buchanan wishes to apply for a VBAF grant through the Virginia Department of Environmental Quality (DEQ) in the grant amount of \$50,000, with \$87,410 matching funds made by Dominic Basile, to complete site assessment and remediation.

Now, therefore, be it resolved that the Town of Buchanan does hereby authorize the Town Manager to sign for and submit the VBAF grant application.

AYES: 5

NAYS: 0

ABSENT: 0

APPROVED:

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
Town Clerk



At a regular meeting of the Town Council of the Town of Buchanan held at the Buchanan Town Hall on the 10th day of April 2023 beginning at 7:00 p.m.:

**MEMBERS:**

Tristan Harris, Mayor  
Chris Witt, Vice-Mayor  
James Manspile  
Marty Rickman  
James Eubank

**VOTE:**

YES  
YES  
YES  
YES  
YES

On motion of Councilmember Manspile, which carried by a vote of 5 - 0, the following was adopted:

**A Resolution**

**Authorizing Contracting with Stantec Consulting to Provide Professional Services for the completion of a Community Flood Preparedness Resilience Plan for the Town of Buchanan**

Whereas, the Town of Buchanan has successfully applied for and was granted a Community Flood Preparedness Fund Grant (CFPF 22-03-36-S) through the Virginia Department of Conservation and Recreation in the grant amount of \$54,000, with \$6,000 in Town of Buchanan matching Funds, to complete a Community Flood Preparedness Resilience Plan;

Whereas, Stantec Consulting Services, Inc has successfully been chosen to work with the Town on different grant opportunities through a formal Request for Qualifications process;

Whereas, Stantec has submitted a Professional Services Agreement for the completion of a Community Flood Preparedness Resilience Plan for the Town of Buchanan;

Now, therefore, be it resolved that the Town of Buchanan does hereby authorize the Town Manager to sign, on behalf of the Town, a Professional Services Agreement with Stantec.

AYES: 5

NAYS: 0

ABSENT: 0

APPROVED:

A handwritten signature in blue ink, appearing to be "D. H. [unclear]", written over a horizontal line.

Mayor

ATTEST:

A handwritten signature in blue ink, "Claudine Stump", written over a horizontal line.

Town Clerk