



Minutes of Council Meeting
Buchanan, VA

April 11, 2022

Present: Mayor Craig Bryant
Vice Mayor Chris Witt
Councilmember James
Manspile
Councilmember Chris Petty

Attending: Board of Supervisors Amy White, 13 citizens, Sheriff Ward, Town Attorney Puvak, 3 employees

Mayor Craig Bryant called the April 11, 2022 Council meeting to order at 7:00 p.m. This meeting was held in the Council Chambers. Town Manager McCulloch took roll call. With four councilmembers present, a quorum was established. A moment of silence was held and all that were present stated the Pledge of Allegiance.

The first item of business was to consider approval of the March 2022 Financial Report, and unpaid bills, the minutes from the February 14, 2022 Regular Council Meeting, March 3, 2022 Work Session, and March 14, 2022 Regular Council Meeting. A motion for approval for all items under consent agenda was made by Councilmember Manspile, with a second from Councilmember Petty. Mayor Bryant asked for further discussion. With no further discussion, the motion carried with a vote of 4 - 0.

Next on the agenda was Awards, Recognitions, and presentations. There were no awards or presentations.

Mayor Bryant stated that he wanted to make sure proper decorum for meetings is covered for Council, citizens, and all who come to Council Meetings. If anyone wants to see the written documentation, it is available. Mayor Bryant stated that signing up on the sign-up sheets is required to speak. There is a section for items on the agenda, and items not on the agenda. Council members speak as an audience and must observe proper decorum at all times. Decorum will be maintained by gavel. All public input should be directed to Council at times designated on the meeting agenda. Public comment is for Council to listen. Council will not engage in dialogue with speakers during public hearings or public comment. Discussion between speakers and attendees is prohibited. A speaker shall not speak until recognized by the Mayor, Vice Mayor, or Councilmember. Each speaker must stand and state their name, address, and the subject they are addressing. Each speaker's comments shall be limited to 3 minutes. The Town Manager will be time keeper. This is to give everyone the chance to speak.

Next on the agenda was to hear citizen comments and petitions regarding agenda items. There was no one signed up to speak.

Next on the agenda was New Business/Action Items/Public Hearings. First action item was Sheriff Matt Ward's quarterly update. Sheriff Matt Ward stated that Town has done very well. Town is not on the top 10 list of the deadliest cities in the country. There was an assault and battery with general assault that was a continuation of a domestic related issue on Boyd Street. There were a few dog cases in the area and a few informative calls. There was a larceny that was mostly domestic as well. Sheriff Ward stated that the department continues to have directed patrol on Main Street, Schoolhouse Road, and various other places. Sheriff Ward stated that anything anyone has for the Sheriff's Department, please do not hesitate to call them so they can address the concern. Sheriff Ward stated there were 328 calls from Town from January through today. A lot of those are medical and marking out the school resource officer. Sheriff Ward stated that for the most part, the Town is peaceful. Mayor Bryant thanked Sheriff Ward for his update and asked for questions. With no questions, Council moved forward. The next action item was Consideration of a Request to Support the 911 Event in Buchanan. Mr. Bill Price, 1171 Oak Ridge Rd., wanted to ask to use the Town Park for the 911 Memorial Walk. This year will be scaled back from last year. There will be opening remarks at 8:00, the walk will start at 8:46, and everyone should be done by 11:00. There won't be any food or music as there was last year since this is the 21st Anniversary. Mr. Price stated that the track, the bathrooms, and the stage area is all that will be used this year. Mayor Bryant stated that Council would not give an answer tonight. Council will put it on the Work Session to make sure they are properly addressing use of the Town Park. Council will make sure they have the updated rules for use of the park. Council will let Mr. Price know well before the event. Mr. Price stated that he has to contact a lot of people before they commit to something else. The sooner he can contact people, the better the event will be. Mayor Bryant stated that there is a minimum of one work session per month to give Mr. Price a time line. Council gets different demands and asks for the park, so Council needs to make sure that Town is consistent with everyone who asks to use the park. Mr. Price stated that this year they are working with the theater to put on a movie each night. The walk will be Saturday, September 10 this year. Mayor Bryant asked the stage, track, and bathrooms would be all they are using this year? Mr. Price stated that is correct. They may sit on the benches to put on their gear, and there may be a couple fire trucks for the flag, but that was it. Mayor Bryant thanked Mr. Price. Councilmember Manspile stated that he would like to discuss in Work Session making this an annual event on the Town Schedule. There are events like this that need dates as far in advance as possible. Vice Mayor Witt stated that it should be moved to a Town sanctioned event so that Town is absolved of legal ramifications of who is allowed to use what at the Town Park. Mayor Bryant stated that it would be put on the earliest Work Session possible. The next action item was Consideration of Resolution R22-0411-01: A Resolution Setting the 2023 Dates for the Buchanan Civil War History Weekend. Mayor Bryant stated that this is an example of what Councilmember Manspile was just discussing to help folks get dates for advertising and other issues for events. The Resolution is asking to set the dates, barring any unforeseen circumstances. Councilmember Manspile made a motion to approve the Resolution with a second from Councilmember Petty. Mayor Bryant asked for further discussion. With no further discussion, the Resolution was approved with a vote of 4 – 0. Next action item was consideration of Resolution R22-0411-02: A Resolution Designating Funds from Carnival proceeds to Repair Roof and Gutters at Buchanan Fire Department. Mayor Bryant asked Town Manager McCulloch to briefly summarize what the Resolution is about. Town Manager McCulloch stated that one of the conversations was how to spend the Carnival proceeds money to help emergency services.

Town worked with Chief Ferguson to obtain 3 bids. The least expensive project is to repair the roof and cupola for \$17,568. The additional scope is to repair all the gutters and down spouts for \$1118.00, for a total of \$18686.00. The thought is that if we keep the fire station building in good repair, Town is helping our emergency services. Councilmember Manspile made a motion to approve the resolution with a second from Councilmember Petty. Mayor Bryant asked for further discussion. Councilmember Manspile stated that it has been discussed in a Work Session that the building needs the roof repairs. With no further discussion, the Resolution was approved with a vote of 4 – 0. The next action item was consideration of Resolution R22-0411-03: A Resolution Designating Funds from Carnival Proceeds for Pavilion Maintenance/Repairs and Equipment for Carnival. Mayor Bryant asked Town Manager McCulloch to give a brief summary. Town Manager McCulloch stated that one of the ideas is to take part of the Carnival proceeds and put that back into the Pavilion to continue having the area looking nice for our citizens and tourists. Town needs a new fryer for the French fry stand, air conditioners, food equipment, the buildings need to be painted, and the rotating O's from the love works sculpture near the swinging bridge. Also, the parking lot lights near the playground broke and rained down on the ground. Those lights are a public safety issue and are being fixed by Leading Edge Services. Councilmember Manspile made a motion to approve the Resolution with a second from Vice Mayor Witt. Mayor Bryant asked for further discussion. Mayor Bryant thanked Council for working through all of that. It was discussed in great detail. With no further discussion, the Resolution was approved with a vote of 4 – 0. The next action item was consideration of Resolution R22-0411-04: A Resolution Authorizing Purchase of a Laptop. Town Manager McCulloch stated that she has been using her personal laptop. Town has a notebook that does not have enough RAM. You could not pull up presentations. The thought was to get another laptop for presentations and other needs for the Town. Councilmember Manspile made a motion to approve the Resolution with a second from Mayor Bryant. Mayor Bryant asked for further discussion. With no further discussion, the motion was carried with a vote of 4 – 0.

Next on the agenda was reports. Town Manager McCulloch stated that the Easter egg hunt and Garden Festival on Saturday. It was very well attended, but she wasn't sure how many kids were there. It looked like around 100, but they moved very quickly once the hunting began. There were 3000 eggs hidden in 3 different areas. It took an hour to hide the eggs, and 3 minutes to find them. It was a wonderful event that the citizens enjoyed. Town Manager McCulloch stated that the Garden Festival was very cold. Town was trying to coordinate the festival with the cherry tree blossoms, but it did not work out. Town will probably be looking at May next year. There were quite a few vendors, but the breeze off the river made it very hard to stay warm. Town Manager McCulloch stated that as a follow up to the public comments in the last meeting, she did review, and has spoken to Mr. Young. She has made sure that the Buchanan Flea Market has been included in the list of businesses who expressed interest in donating the big prizes for the big prize raffle. Town Manager McCulloch stated that she is proud to announce that the Buchanan Flea Market will be donating a large television as one of the big prize raffle ticket items. Town is very grateful to them for thinking of our Carnival and our Town. Town Manager McCulloch stated that she had met with Town staff and made sure to clarify that there has been no directive from her that says they cannot speak to Town Council members. She did clarify that staff should keep her informed of any matters and needs related to Town operations because she is responsible for day-to-day Town operations. Town Manager McCulloch stated that for Planning Commission, Hill studio came and presented some master planning ideas focusing on our Town as a River community. The potential is really interesting, and we hope Mr. Hill can come and present to

Council soon. Town Manager McCulloch asked if Vice Mayor Witt had anything to add. Vice Mayor Witt stated that the comprehensive plan the Planning and Zoning commission did a few years ago is more of a broad stroke on what the Planning and Zoning commission wanted to see done at that time. The master plan will help to hone in on moving forward on those improvements. Whether it is down town, neighborhoods, economic development, gateways, or roadways in the community. Master plans are specialized plans that allow us to apply for specific grants that helps Town make these things happen. Town Manager McCulloch stated that the master plan is a tool for grant applications. Town Manager McCulloch stated that the Planning Commission took off their hats and became the review committee for the Real Estate Improvement grants for businesses in the Town. These are matching grants that the Town will match up to \$5000.00. Next is public Safety. LES will be replacing the 2 LED lights on the bridge. For Public Works, there were 22 Miss Utilities, 2 Meter inserts replaced, 1 building permit issued for a swimming pool, 8 cut offs, 11 cut ons for water, and 2 sewer backups, 1 break and 1 line repair. Town Manager McCulloch stated that LES is almost done with the lights at the Waste Water Treatment plant. The light poles will be installed tomorrow. The job should be finished by close of business tomorrow. Councilmember Manspile asked for clarification about the bridge lights. Town Manager McCulloch stated that the 2 bridge lights that are out, LES went to look at them. The 2 LED lights are out. They need a part. They need to find out where to purchase parts from the company that installed the lights. Councilmember Manspile stated that there is a new one and a part one in the basement. Austin Electrical can set you up with that because the lights are under warranty. The Dominion man stated there is no power from under the bridge to the lights. Town Manager McCulloch thanked Councilmember Manspile. Mayor Bryant stated that a Work Session needs to be scheduled for the end of the month for budget, and the Grant reviews. Councilmember Manspile stated that the 29th had been proposed, but that is a Friday. Mayor Bryant stated that the 29th would not work.

Next on the agenda was Citizen Comments and Petitions Regarding Non-Agenda Items. Mr. Wayne Ayers, 165 Gorge Road, wanted to speak about the basketball courts. Mr. Ayers is concerned about the basketball courts on Lowe Street. They need maintenance. They need new back boards and the court needs to be re-sealed. There are several large cracks that need to be filled and the whole thing needs to be re-sealed. If we don't take care of it, we will lose it. Mayor Bryant stated that the courts definitely get used. The Town's youth and adults as well. Mr. Ayers stated that he has used them quite a bit himself. He put the poles in for the goals. Mayor Bryant asked him if he was any good. Maybe they could play a little one-on-one. Mr. Ayers stated that he would. Mr. Ayers stated that he is concerned because it seems the courts have been neglected for the last couple years. Town Manager McCulloch stated that Town had actually gotten grant funding from the County for this project. Mr. Ayers stated that it wouldn't cost a whole lot for the backboards if you continue to use plywood, but the metal ones are \$500.00. The asphalt needs to be repaired and resealed before it becomes a problem. Mayor Bryant stated that Town needs to start on that work. The outdoor season is starting and it would be great to get this at the top of the list.

Next on the agenda was Additional Comments. Mayor Bryant asked if there were any additional comments. There were none.

Next on the agenda was Upcoming Meetings and Events. Mayor Bryant asked Town Manager McCulloch to go over events that were listed on the agenda. Town Manager McCulloch stated all the events and upcoming events. Councilmember Manspile stated that a flyer should be sent out with the water bills. Councilmember Manspile asked if there is an update on VDOT doing street sweeping. Town

Manager McCulloch stated that Bobby Buchanan of VDOT stated it would be the week of May 15th. VDOT is renting the sweeper with Troutville, Eagle Rock, and Buchanan. He has to coordinate between the 3 communities. Councilmember Manspile stated that there may need to be enforcement. We tried to help out with the snow removal, but people left their cars on the street.


Last on the agenda was Adjournment. Motion to Adjourn was made by Mayor Bryant with a second made by Vice Mayor Witt. With no further discussion, the motion was approved 4 – 0.

Adjournment was at 7:34pm.

Respectfully submitted,



Claudine Stump, Clerk



Craig Bryant, Mayor