

February 26, 2013

The regular meeting of the Council of the City of Martinsville, Virginia, was held on February 26, 2013, in Council Chambers, Municipal Building, at 7:30 PM, Closed Session beginning at 6:00PM, with Mayor Kim Adkins presiding. Council Members present included: Mayor Kim Adkins, Vice Mayor Gene Teague, Mark Stroud, Danny Turner and Sharon Brooks Hodge. Staff present included: Leon Towarnicki, Interim City Manager, Brenda Prillaman, Eric Monday, Linda Conover, Wayne Knox, Coretha Gravely and Mike Rogers.

Closed Session: Mayor Adkins called the meeting to order and advised Council will go into Closed Session. In accordance with Section 2.1-344 (A) of the Code of Virginia (1950, and as amended) and upon a motion by Gene Teague, seconded by Mark Stroud, with the following 5-0 recorded vote: Adkins, aye; Teague, aye; Stroud, aye; Hodge, aye; and Turner, aye, Council convened in Closed Session, for the purpose of discussing the following matter: (A) A personnel matter as authorized by Subsection 1. Council then returned to open session and Mayor Adkins advised Closed Session is recessed until end of regular Council meeting.

Following the invocation by Mayor Adkins and Pledge to the American Flag, the Mayor welcomed everyone to the meeting and advised City Council will recess and convene as Martinsville Redevelopment & Housing Authority.

MRHA—Set public hearing regarding updated Section 8 Administrative Plan—Wayne Knox briefed the Authority members on the rewrite of the Administrative Plan for the Section 8 Housing Choice Voucher program. In order to fully comply with the Title 24 of the Code of Federal Regulations, a complete rewrite of the Administrative Plan for our Section 8 Housing Choice Voucher was conducted with the assistance of representatives of the HUD Office in Richmond. Because this action is a significant amendment to our existing administrative plan, it necessary that the Martinsville Redevelopment & Housing Authority hold a public hearing and have a required 30–day comment period for any additional public input after the Authority’s approval and the Public Hearing will need to be advertised before being held on March 12. On a motion by Gene Teague, seconded by Danny Turner, the Authority set the public hearing for March 12, 2013. Martinsville Redevelopment & Housing Authority then adjourned and Martinsville City Council was re-convened.

Minutes: On a motion by Gene Teague, seconded by Sharon Brooks Hodge, with a 5-0 vote, Council approved the minutes of the January 8, 2013 meeting.

Recognition-Employee Service Awards-Mayor Adkins read the list of names recognizing city employees eligible for service awards:

Employee	Department	Years of Service
Brenda Souther	Police	30
Kenneth Draper	Fire	30
Danny Wimmer	Police	25
William Hooper	Fire	25
Dorothy Pace	Parks & Rec	20
Erika Hamilton	Circuit Court	20
Jay Stout	Police	20
Daniel Morrison	Electric	15
Joan Ziglar	CWA	15
Stephanie Hairston	CWA	15
Benjamin Peters	Police	5
Jamie Cruise	Sheriff	5
Joyce Jackson	Purchasing	5
Mike Kahle	Waste Water Plant	5
Timothy Tilley	Public Works	5
Tonya Rumley	Community Development	5

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Recognition-Police Department Citizen of the Year-Police Chief Mike Rogers briefed Council on the Police Department Annual Citizen of the Year Award noting that each year the Martinsville Police Department presents its "Outstanding Citizen of the year" award to a citizen for outstanding contributions to the community. Employees of the department submit nominations for the award to a selection committee of 5 members of the department, who review the applications and then present their recommendation to the Chief of Police. Nominees for the award must be someone of good moral character with a good attitude towards law enforcement and the person must have shown support and/or concern for the police department in its efforts to better serve our citizens. Danny Wulff, owner/operator of the local Chick-fil-A restaurant was presented the award by Community Oriented Police Officer Coretha Gravely.

Proclamation- American Red Cross- Mayor Adkins presented a proclamation recognizing American Red Cross Month to Chris Brenner of the local chapter.

Proclamation-Martinsville Saves Week-Mayor Adkins presented a proclamation recognizing Martinsville Saves Week to Lynn Ward and Philip Wenkstern of the United Way Hope Coalition.

Auditors report FY12 audit- Aaron Hawkins of Robinson Farmer Cox & Associates briefed Council on the FY12 Audit report and summarized main points. A copy of the audit will be posted on the city website. Vice Mayor Teague commented on recommendations for future audits: (1) a schedule of re-appropriations (2) separate worksheet on fund balance on enterprise funds (3) policy to write off receivables (4) policy to set aside depreciation funds for capital projects.

Finance Report: Finance Director, Linda Conover, presented the following report: FY13 – Revenues & Expenditures through Dec. 31, 2012; Combined Balance Sheet; Projected Fund Balance-- Exclusive of School and Special Revenue funds, actual revenues were \$27,237,472, representing 101.6% of the anticipated \$26,799,801 through the second quarter, ending December 31st. Presenting five months, Local Sales/Use Taxes collected through December 31st are just slightly ahead of anticipated by \$12,420, for total receipts of \$753,420. Utility revenues were mixed with Water Fund and Sewer Fund receipts being greater than anticipated, and Refuse Fund and Electric Fund receipts being less than anticipated, although not by large amounts.

Actual expenditures were \$32,401,004, which is greater than the anticipated amount by \$313,724. The "actual" figures include all outstanding encumbrances of \$1,532,222.

As of the end of the FY13 second quarter, the current total combined fund balance for FY13 is \$21,285,160, a decrease over FY12 of \$3,745,603. We must remember that "Fund Balance" is just a snapshot of the conditions on the day it is taken, because assets and liabilities change daily. Available cash-on-hand December 31st for City Funds was \$13.4 million, due in part to tax receipts.

If all budgeted and re-appropriated funds for FY13 are realized and expended, the projected fund balance is \$10,726,443 – a decrease from FY12 year-end of \$14,304,320. Exclusive of Utility Funds and based upon this projection, the unassigned Fund Balance would be \$2,003,653, 6.7% of the budgeted General Fund expenditures for FY13.

On a motion by Gene Teague, seconded by Mark Stroud, with a 5-0 vote, Council approved the finance report.

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Consent Agenda: On a motion by Gene Teague, seconded by Mark Stroud, with a 5-0 vote, Council approved the following consent agenda:

			BUDGET ADDITIONS FOR 2/26/13	
ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY13				
General Fund:				
01100909	490801	Recovered Costs - Senior Citizens		1,547
01714212	501300	Senior Citizens - Part-time Labor	535	
01714212	502100	Senior Citizens - Social Security	33	
01714212	502110	Senior Citizens - Medicare	8	
01714212	506049	Senior Citizens - Vehicle Fuel	279	
01714212	506016	Senior Citizens - Program Supplies	692	
		Transportation Grant/Reimbursements from trips&Bingo		
01100908	480420	Donations - Senior Citizens		100
01714212	506016	Senior Citizens - Program Supplies	100	
		Donation for Holiday Tea		
Total General Fund:			1,647	1,647
School Fund:				
18102926	418297	Nasa Program		25,000
61101100	565503	Travel	1,500	
61101100	565504	Competitions	1,000	
61101100	565800	Miscellaneous Expense	4,000	
61101100	566000	Materials and Supplies	500	
66501100	561620	Supplemental S&W	16,721	
66501100	562100	Social Security	1,037	
66501100	562150	Medicare	242	
18101917	402912	Mentor Teacher Program		1,000
85031310	561620	Supplemental S&W	929	
85031310	562100	Social Security	58	
85031310	562150	Medicare	13	
18101918	402032	ISAP		6,398
72201100	561620	Supplemental S&W	5,943	
72201100	562100	Social Security	369	
72201100	562150	Medicare	86	
18103919	489904	Harvest		140,000
81621310	561120	Instructional S&W	6,000	
81621310	562100	Social Security	372	
81621310	562150	Medicare	87	
81621310	563000	Purchased Services	25,000	
81621310	563142	Professional Development	25,000	
81621310	565503	Travel	11,618	
81621310	565800	Miscellaneous Expense	1,000	
81621310	566013	Instructional Materials	2,000	
81631310	561120	Instructional S&W	4,000	
81631310	562100	Social Security	248	
81631310	562150	Medicare	58	
81631310	563000	Purchased Services	25,000	
81631310	563142	Professional Development	25,000	
81631310	565503	Travel	11,617	
81631310	565800	Miscellaneous Expense	1,000	
81631310	566013	Instructional Materials	2,000	
18103905	489909	Sale Equipment		1,056
80004600	566056	Non-Capital Equipment	1,056	
18103909	480301	Bus Operations		7,260
80003400	566051	Bus Fuel	7,260	
18103909	489910	Insurance Adjustments		26,661
80004200	566007	Repairs and Maintenance Supplies	13,618	
80004200	563000	Purchased Services	11,514	
81031310	566013	Instructional Materials	1,529	
18103909	489912	Miscellaneous		14,412
82021310	563000	Purchased Services Special Education	14,412	
Total School Fund:			221,787	221,787

Business from floor: Ural Harris, 217 Stuart St.-remarks regarding Phoenix CDC, Henry Hotel, and EDC funding; Chad Martin, 111 Inman Drive, thanked Council regarding action on uranium ban issue and invited Council to 5K run this weekend.

Council comments: Turner-congratulated MHS in 1st round of state championship; Teague-wished Mayor Adkins good luck in her new job endeavor and acknowledged good job done by Marty Mustang and noted he will be missed; City Attorney Eric Monday commented that the DSS board will be interviewing candidates for a new director and noted the extraordinary job done by Amy Tuttle.

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Closed Session: Council then recessed open session and re-convened Closed Session. At the conclusion of Closed Session, each returning member of Council certified that (1) only public business matters exempt from open meeting requirements were discussed in said Closed Session; and (2) only those business matters identified in the motion convening the Closed Session were heard, discussed, or considered during Session. On a motion by Gene Teague, seconded by Mark Stroud, with the following recorded 5-0 vote: Adkins, aye; Hodge aye; Teague, aye; Stroud, aye; and Turner, aye, Council returned to Open Session. No action was taken.

There being no further business, the meeting adjourned at 9:30 pm.

Brenda Prillaman
Clerk of Council

Kim Adkins
Mayor