

## January 22, 2019 Council Meeting

The regular meeting of the Council of the City of Martinsville, Virginia was held on January 22, 2019 in Council Chambers, Municipal Building, at 7:30 PM with Mayor Kathy Lawson presiding. Other Council Members present included Jennifer Bowles, Chad Martin, Jim Woods and Danny Turner. Staff present included City Manager Leon Towarnicki, City Attorney Eric Monday, Assistant City Manager Wayne Knox, Clerk of Council Karen Roberts, Finance Director Linda Conover, Deputy Police Chief Rob Fincher, Fire Chief Ted Anderson and Deputy Fire Chief Kris Schrader.

Mayor Lawson called the meeting to order and advised Council would go into Closed Session beginning at 7:00 PM. In accordance with section 2.1-344 (A) Code of Virginia (1950, and as amended) and upon a motion by Council Member Turner, seconded by Council Member Bowles with the following 5-0 recorded vote: Mayor Lawson, aye; Council Member Woods, aye; Council Member Bowles, aye; Vice Mayor Martin, aye; and Council Member Turner, aye. Council convened in Closed Session to discuss the following matters: (A) Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, as authorized by Subsection 29, and (B) Consultation with legal counsel and briefings by staff members, attorneys or consultants pertaining to actual or probable litigation, or other specific legal matters requiring the provision of legal advice by such counsel, as authorized by Subsection 7. 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 the Session. Mayor Lawson explained that no action was taken out of Closed Session on either item. A motion was made by Council Member Bowles; seconded by Vice Mayor Martin, with the following 5-0 recorded vote in favor to return to Open Session: Vice Mayor Martin, aye; Council Member Bowles, aye; Mayor Lawson, aye; Council Member Woods, aye; and Council Member Turner, aye.

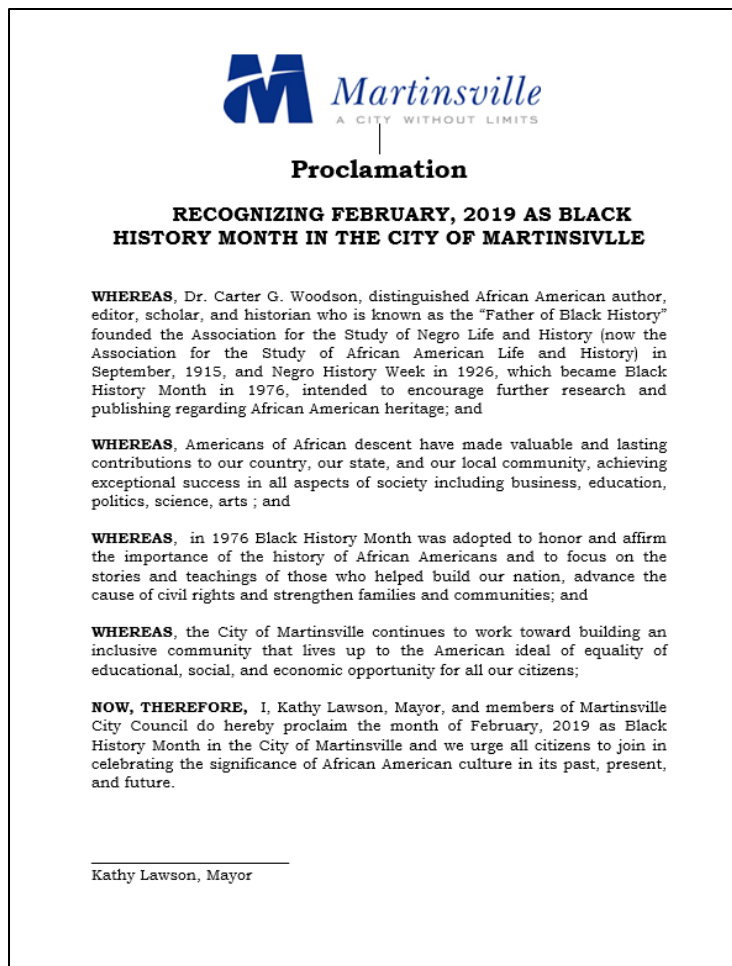
Following the Pledge to the American Flag and invocation by Council Member Bowles, Lawson welcomed everyone to the meeting.

Consider approval of minutes from the November 13, 2018 Council Meeting, November 27, 2018 Council Meeting, December 11, 2018 Council Meeting, January 2, 2019 Organizational Meeting, and January 8, 2019 Council Meeting – Vice Mayor Martin made a motion to approve the 2018 minutes as presented. Council Member Bowles seconded the motion with Lawson, Bowles, Martin and Woods voting in favor; Council Member Turner abstained since his term did not begin until January 1, 2019. Council Member Bowles made a motion to approve 2019

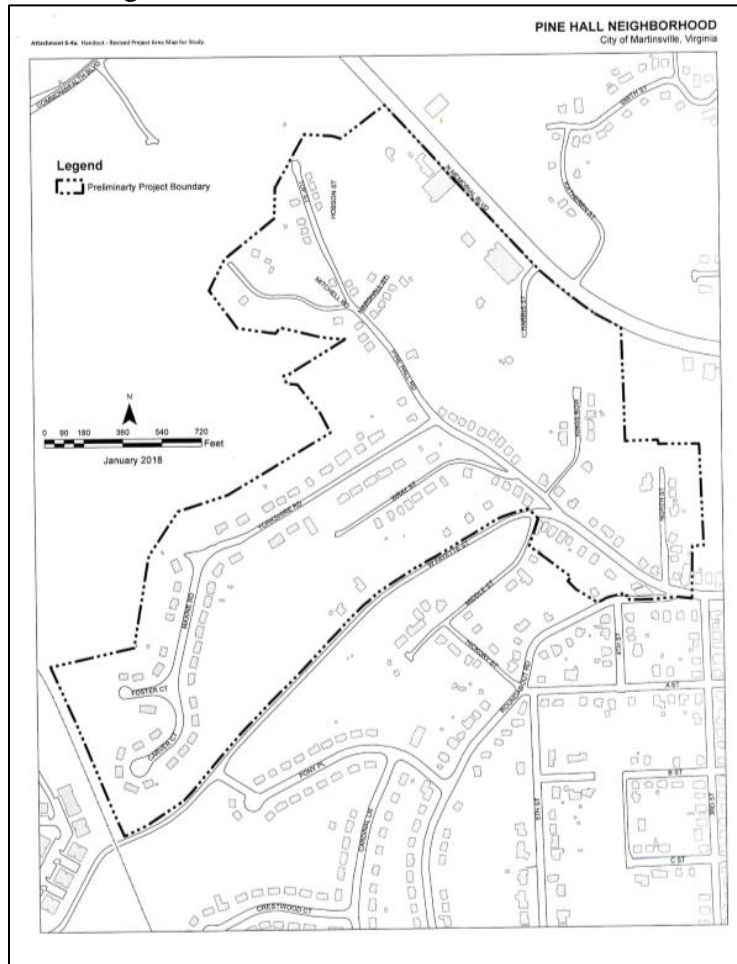
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minutes as presented; Council Member Turner seconded the motion with all Council Members voting in favor.

Read a Proclamation acknowledging February 2019 as Black History Month – Vice Mayor Martin read the proclamation, which was presented, to Artis Law on behalf of FAHI.



Consider setting a public hearing for Council's February 12 meeting regarding a planned Community Development Block Grant application – Wayne Knox of the Community Development Department explained the procedures required to qualify for block grants, including the public hearing requested for the next February Council meeting which would allow residents to give input on what they would like to see from the grant. Any questions the public may have can be directed to his office. There will be a community meeting on Thursday, January 24 at Saint Paul's Episcopal Church to allow the public the benefit to discuss the block grants. Representatives of the consultant firm and management team will be available to answer questions. While this is a block grant to the City, this is a loan to the residents. Applications will be completed to determine what each household would qualify for the block grant. Council Member Turner made a motion to set the public hearing for February 12. Council Member Bowles seconded the motion with all Council Members voting in favor.



Consider approval on second reading, Ordinance 2019-Z-1 amending Chapters II, XII, XIII, XIV, XV, XVI and XXIII of the Zoning Ordinance regarding commercial indoor entertainment, sports and recreation – Wayne Knox of the Community Development Department highlighted the text amendment and explained that a hookah bar is only a possibility, there are no solid applications for a specific use. Knox explained that the Market Square site would fall into the same category as a hookah bar. The need for the ordinance change is only a bookkeeping step that would expand the opportunity for recreational businesses in the City. Council Member Bowles made a motion to approve the amended ordinance on second reading. Vice Mayor Martin seconded the motion with the following roll call vote: Council Member Turner, aye; Council Member Woods, aye; Mayor Lawson, aye; Vice Mayor Martin, aye; and Council Member Bowles, aye.

<p style="text-align: center;">ORDINANCE 2019-Z-1 Zoning Text Amendment – Commercial Indoor Sports and Recreation and Commercial Indoor Entertainment</p> <p>BE IT ORDAINED by the Council of the City of Martinsville, Virginia, in regular session held on January 22, 2019 that Chapters II, XII, XIII, XIV, XV, XVI, and XXIII of the Zoning Ordinance, be amended as follows:</p> <p><b>PROPOSED AMENDMENTS – ZONING ORDINANCE</b> (Strikethrough indicates deletion; <i>italicized bold</i> indicates addition)</p> <p>II. Definitions</p> <p><i>Commercial Indoor Entertainment</i></p> <p><i>Predominantly entertainment uses conducted within an enclosed building. Typical uses include cigar bars, hookah lounges, motion picture theaters, and concert or music halls.</i></p> <p><i>Commercial Indoor Sports and Recreation</i></p> <p><i>Predominantly entertainment uses conducted within an enclosed building. Typical uses include bowling alleys, escape rooms, laser tag, bouncy rooms, and ice and roller skating rinks.</i></p> <p>XII. R-T Transitional Residential D. Uses Permitted By Special Use Permit <b>11. Commercial Indoor Entertainment</b> <b>12. Commercial Indoor Sports &amp; Recreation</b></p> <p>XIII. C-N Neighborhood Commercial C. Uses Permitted By Right <b>12. Commercial Indoor Entertainment</b> <b>13. Commercial Indoor Sports &amp; Recreation</b></p> <p>XIV. C-UB Uptown Business District C. Uses Permitted By Right <b>14. Commercial Indoor Entertainment</b> <b>15. Commercial Indoor Sports &amp; Recreation</b></p> <p>XV. C-C Corridor Commercial C. Uses Permitted By Right <b>14. Commercial Indoor Entertainment</b> <b>15. Commercial Indoor Sports &amp; Recreation</b></p> <p>XVI. ED-MA Economic Development Medical &amp; Academic C. Uses Permitted By Right <b>14. Commercial Indoor Entertainment</b> <b>15. Commercial Indoor Sports &amp; Recreation</b></p>	<p>XXIII. Off-Street Parking and Loading Minimum Off-Street Parking Requirements (Table 23.1) Office and Personal Services <b>Commercial Indoor Entertainment 1 per 300 sf</b> <b>Commercial Indoor Sports and Recreation 1 per 300 sf</b></p> <p>Attest: *****</p> <p>Karen B. Roberts, Clerk of Council</p> <p>Date Adopted _____ Date Effective _____</p>
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Hear information from Fire/EMS regarding ambulance and emergency medical service coverage for the City – Deputy Fire Chief Kris Schrader reminded Council about the previous closure of Stone Ambulance which potentially decreased service coverage within the City and could increase response time for calls. Schrader presented a PowerPoint detailing EMS data with limited ambulances and personnel. Fire Chief Ted Anderson provided information on EMS options with those limits. City Manager Towarnicki explained that Option 3 is a continuation of what the Fire Department has done the past 2-3 months. Towarnicki said it boils down to what level of service the City wants to provide. He is uncomfortable with not taking some kind of action. The least expensive of the options is Option 3 to continue what the department has been doing the past few months. However, the trial period ended in December so the extra ambulance is not currently running. Schrader explained that currently, the City is at 85% coverage but below the national standard. Mayor Lawson said she would like to continue with Option 3. Schrader said as of today, in 2019 the department had missed 13 calls with the current system with only two ambulances. Towarnicki said it would be the safest bet to review the budget and discuss those again at the next meeting; no extra money was utilized for the study. Vice Mayor Martin made a motion to fund Option 3; Council Member Woods seconded the motion. Council Member Turner made a motion to amend the motion to take no action tonight but to review budget allowances at the next meeting prior to making the decision. Vice Mayor Martin accepted the amended motion to review again at the next Council meeting. All Council Members voted in favor.

# EMS OPTIONS 2019

CITY COUNCIL  
TUESDAY, JANUARY 22, 2019

## SUMMARY OF 10/9/18

- Decision made to look into options after SAS closed after 28 years of service
- Historically SAS covered over 180 (and growing) calls per year plus coverage at structure fires @ no cost for City of Martinsville
- Problems with no back up provider:
  - Response times possibly increasing to 30 minutes or longer
  - No transport units at fire scenes for firefighters or fire victims
- Council recognized doing nothing was not a good option
- Council agreed to allow a trial run of staffing third ambulance utilizing part time staff during peak call time, recognizing budget impact.

## SUMMARY OF DATA COLLECTED

- Data was collected from October 15 thru December 31, 2018
  - A total of 78 days
  - Only able to staff the third ambulance 63 days or 87.2% of the time
- Received a total of 749 emergency calls (both fire & EMS)
- 673 or 89.9% of which were EMS related
  - 13 or 1.9% of the EMS related calls originated in Henry County

## PEAK TIME VS. NON-PEAK TIME

- Peak Time is 0900 to 2100 (9A to 9P)
- Out of the 673 EMS calls, 462 or 68.6% occurred during Peak Time
  - Unable to Respond (turned over through mutual aid) 15 calls during Peak Time
    - 5 was due to no third ambulance
    - 10 due to fourth EMS call
- Out of the 673 EMS calls, 211 or 31.4% occurred during non-Peak Time
  - Unable to Respond (turned over through mutual aid) 8 calls during non-Peak Time
    - 2 was due to no second ambulance
    - 6 due to third EMS call

## COMPARISONS TO PREVIOUS YEARS

\*NOVEMBER & DECEMBER DATA ONLY

	*2016	*2017	*2018
Total Calls Received	480	514	572
Number of EMS Calls / %	417 / 86.9%	454 / 88.3%	515 / 90.0%
% Increase from prior year	-	8.1%	11.8%
Number of Calls Unable to Respond (Turn Over)	30 / 7.2%	41 / 9.0%	12 / 5.1%
Calls unable to Respond by Year			
	2015 = 131	2016 = 160	2017 = 185
			2018 = 182
			*Third ambulance staffed 63 days in 2018

## STATISTICALLY SPEAKING

- Call volume continues to increase
- Minimum staffing was reduced from 7 to 6 by Council in FY18
  - Minimum staffing was temporarily increased to 8 during trial period
- The number of calls unable to answer with current staffing continues to increase
- Staffing a third ambulance during Peak Time reduced the number of calls unable to answer from 41 in 2017 to 12 in 2018 during the trial period

## OPTION 1 DO NOTHING

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|--|---|
| <p><b>PROS</b></p> <ul style="list-style-type: none"> <li>• Saves money by not up staffing nor having to run a third ambulance.</li> </ul> | <p><b>CONS</b></p> <ul style="list-style-type: none"> <li>• Citizens of Martinsville may have significant delays for an ambulance</li> <li>• Puts burden of City's missed calls on other agencies</li> <li>• City has mutual agreement in place to try to uphold</li> <li>• No rehab unit for firefighters</li> <li>• No transport unit for fire victims</li> <li>• Other agency will recover funds for transports</li> </ul> |
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## OPTION 2 AWARD CONTRACT TO VENDOR

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|---|--|
| <p><b>PROS</b></p> <ul style="list-style-type: none"> <li>• Calls unable to answer would be handled by third part vendor, dependent upon timeframe agreed upon</li> </ul> | <p><b>CONS</b></p> <ul style="list-style-type: none"> <li>• Vendor RFP is \$89 per hour                     <ul style="list-style-type: none"> <li>• Peak time cost = \$389,820 annually</li> <li>• 24/7/365 cost = \$779,640 annually</li> </ul> </li> <li>• Vendor keeps all funds from billing</li> <li>• No guarantee of rehab services or transport for fire victims at structure fires</li> <li>• Could not be used to help with mutual aid agreement</li> <li>• No quality control over vendor</li> </ul> |
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**OPTION 3  
COVER PEAK TIME WITH PART-TIME STAFFING**

PROS	CONS
<ul style="list-style-type: none"> <li>• Calls unable to respond to would be covered for identified peak time frame</li> <li>• Quality control of staff and care being provided</li> <li>• City keeps funds recovered from all transports                             <ul style="list-style-type: none"> <li>• Approximately \$40k annually</li> </ul> </li> <li>• Would cost approximately \$140k annually for same timeframe of RFP (\$389,820)</li> <li>• This is an additional \$65,000 of current PT budget (net cost approx. = \$25k)</li> </ul>	<ul style="list-style-type: none"> <li>• Cost</li> <li>• Will still miss turnover calls from 2100-0900</li> <li>• Will still have days of no third ambulance due to not having enough part-time personnel</li> <li>• No guarantee of rehab services or transport for fire victims at structure fires</li> <li>• Risk of using part-timers to the point of fulltime hours/benefits</li> </ul>

**OPTION 4  
COVER PEAK TIME WITH COMBO FT/PT STAFFING**

PROS	CONS
<ul style="list-style-type: none"> <li>• Calls unable to respond to would be covered for identified peak time frame</li> <li>• Quality control of staff and care being provided</li> <li>• City keeps funds recovered from all transports                             <ul style="list-style-type: none"> <li>• Approximately \$40k annually</li> </ul> </li> <li>• Would cost approximately \$235k annually for same timeframe of RFP (\$389,820)                             <ul style="list-style-type: none"> <li>• \$165k for 3 fulltime personnel</li> <li>• \$70k additional for 1 PT personnel for peak time</li> </ul> </li> <li>• Net cost merged above = approximated additional cost to City of \$195,000</li> </ul>	<ul style="list-style-type: none"> <li>• Cost</li> <li>• Will still miss turnover calls from 2100-0900</li> <li>• Will still have days of no third ambulance due to not having enough part-time personnel</li> <li>• No guarantee of rehab services or transport for fire victims at structure fires</li> <li>• Risk of using part-timers to the point of fulltime hours/benefits</li> </ul>

**OPTION 5  
COVER PEAK TIME WITH FOUR FULL TIME STAFF**

PROS	CONS
<ul style="list-style-type: none"> <li>• Calls unable to respond to would be covered for identified peak time frame</li> <li>• Quality control of staff and care being provided</li> <li>• City keeps funds recovered from all transports                             <ul style="list-style-type: none"> <li>• Approximately \$40k annually conservatively</li> </ul> </li> <li>• Would cost approximately \$220k annually for same timeframe of RFP (\$389,820)                             <ul style="list-style-type: none"> <li>• Net cost merged above = approximated additional cost to City of \$180,000 conservatively</li> </ul> </li> <li>• Would be more reliable than part-time scheduling</li> <li>• More likely to have ambulance available at structure fires during peak time</li> </ul>	<ul style="list-style-type: none"> <li>• Cost</li> <li>• Will still miss turnover calls from 2100-0900</li> </ul>

**OPTION 6  
COVER 24/7/365 WITH FULLTIME STAFFING**

PROS	CONS
<ul style="list-style-type: none"> <li>• Would provide coverage to citizens 24/7/365</li> <li>• Quality control of staff and care being provided</li> <li>• City keeps funds recovered from all transports                             <ul style="list-style-type: none"> <li>• Approximately \$45k annually</li> </ul> </li> <li>• Would cost approximately \$330k annually for same timeframe of RFP (\$779,640)                             <ul style="list-style-type: none"> <li>• Net cost approximately \$285,000 conservatively</li> </ul> </li> <li>• Would add much needed staffing at services provided</li> <li>• Would make easier to have transport unit/rehab unit at structure fires</li> <li>• Can honor mutual aid agreement 24/7</li> </ul>	<ul style="list-style-type: none"> <li>• Cost</li> </ul>

Consider approval of consent agenda – Council Member Turner made a motion to approve Item 1 of the Consent Agenda as presented. Council Member Bowles seconded the motion with all Council Members voting in favor. City Manager Towarnicki read through a memo in regards to Item 2 of the Consent Agenda relating to the Martinsville City School’s request to transfer \$724,438 back to their operations and capital funds. Towarnicki recommended the reappropriation of the \$52,802 for capital funds for a new bus but the affect of awarding the remaining \$671,636 for contingency funds would negatively affect the 2020 budget process. Travis Clemons of the School Board explained that the schools had a significant loss of students in the fall 2018 along with other factors that affected the amount of funds used. Dr. Talley said it is late in the year but the funds are needed to balance the 2019 and 2020 school budget to ensure the students remain in school with the resources they need. Clemons said the request is made to balance the deficit on the table, not to add funds to the budget. Towarnicki explained that at the end of the year, most departments do not expend all of their funds. When they look at the budget projections, they do not plan for any school money to be returned. The final number comes from the City departments as a whole, not as individual departments. If the school is not approved the funds requested, they will finish the year with a deficit. Vice Mayor Martin made a motion requesting a 5-year – average be brought back to the February 12 Council meeting and the \$671,636 request be further discussed at that time. Council Member Bowles seconded the motion with all Council Members voting in favor. Vice Mayor Martin made a motion to approve the \$52,802 requested to purchase a bus. Council Member Turner seconded the motion with all Council Members voting in favor.

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BUDGET ADDITIONS FOR 1/22/19				
ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
<b>BUDGET ADDITIONS</b>				
<b>General Fund:</b>				
01100908	480401	Miscellaneous - Donations/Police		2,200
01311085	506070	Police Department - Pound Supplies	2,200	
		Donations for Dog Pound Expenses		
<b>Total General Fund:</b>			<b>2,200</b>	<b>2,200</b>
<b>Federal School Programs Fund:</b>				
20102926	401098	Title I		1,062,017
86011100	561120	Instructional S&W	615,421	
86011100	562100	Social Security	46,280	
86011100	562150	Medicare FICA	7,600	
86011100	562210	Retirement	87,209	
86011100	562750	Retirement Health Credit	6,674	
86011100	562300	Insurance	58,980	
86011100	562400	Life Insurance	7,286	
86011100	562520	Disability	365	
86011100	563000	Purchased Services	61,698	
86011100	565503	Travel	10,000	
86011100	566013	Materials & Supplies	117,783	
86012160	561120	Admin S &W	31,507	
86012160	562100	Social Security	1,953	
86012160	562210	Retirement	4,940	
86012160	562750	Retirement Health Credit	835	
86012160	562300	Insurance	3,052	
86012160	562400	Life Insurance	413	
86012160	562520	Disability	21	
20102926	436798	Title IIA		125,676
86111100	561120	Instructional S & W	116,537	
86111100	562100	Social Security	7,394	
86111100	562210	Retirement	1,745	
20102926	436589	Title III		14,094
86311100	561120	Instructional S & W	7,728	
86311100	562100	Social Security	923	
86311100	565503	Travel	4,820	

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86311100	566013	Materials & Supplies	623	
20102926	435898	Title V Rural Ed		37,462
86411310	561120	Instructional S & W	6,500	
86411310	562150	Social Security	648	
86411310	563000	Purchased Service	29,734	
86411310	566013	Materials/Supplies	580	
20102926	417398	Title VIB IDEA Pre School		6,731
86611100	561120	Instructional S&W	2,690	
86611100	562100	Social Security	195	
86611100	562150	Medicare	189	
86611100	563000	Purchased Services	2,577	
86611100	566013	Materials & Supplies	1,080	
20102926	402798	Title VIB Flow Through		560,262
86511100	561120	Instructional S&W	121,437	
86511100	561151	Instructional S&W Aides	210,998	
86511100	562100	Social Security	20,611	
86511100	562150	Medicare	4,820	
86511100	562210	Retirement	48,203	
86511100	562300	Insurance	55,964	
86511100	562400	Life Insurance	3,956	
86511100	562520	Disability	383	
86511100	562750	retirement Credit	3,524	
86511100	563140	Purchased Services	26,491	
86511100	565503	Travel	21,874	
86511100	566013	Materials & Supplies	42,001	
20102926	404898	PERKINS		64,094
86721100	563000	Purchased Services	19,704	
86721100	565503	Travel	6,500	
86721100	566013	Materials	37,890	
20102926		TTL4 Support & Acad Enrichment		75,050
86811100	561120	S & W	2,508	
86811100	562100	Social Security	157	
86811100	562150	Medicare	43	
86811100	563000	Purchase Services	9,074	
86811100	565503	Travel	976	
86811100	566013	Materials/Supplies	62,292	
<b>Total Federal School Programs Fund:</b>			<b>1,945,386</b>	<b>1,945,386</b>

Business from the Floor – No one approached the podium

Comments by Members of City Council – Council Member Woods thanked residents who have reached out to him with concerns. Council Members will not always vote together but he will always vote his conscience in what he feels would be in the best interest of the City. Woods shared numerous activities offered by the local library and encouraged residents to take advantage of those services. There will be a Daddy-Daughter Dance at Piedmont Arts on February 8. Council Member Bowles asked for an update on Mineral Street and Clay Street. City Manager Towarnicki explained that there was a driveway ramp that was installed when the street was built, however the driveway is the responsibility of the property owner. Council Member Turner expressed sympathy on the passing of Glen Wood of Wood Brother’s Racing. A City proclamation will be made at the Racing shop in Stuart, Virginia on Thursday at 2:00pm. Vice Mayor Martin recognized organizations who participated in the Martin Luther King, Jr. events this past weekend. Mayor Lawson recognized the speaker from Petersburg who preached at First Baptist, stating that he was one of the best preachers she has ever heard.

Comments by City Manager – City Manager Towarnicki explained that the City applied and received a grant through the Department of Social Services totaling \$271,203. The intent of the



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grant is to identify individuals who have been unable to work and work with those individuals to help them find appropriate employment. The grant begins today and goes through June 2020 with options to renew it for 4 years.

There being no further business, Council Member Bowles made a motion to adjourn the meeting; the motion was seconded by Vice Mayor Martin with all Council Members voting in favor. The meeting adjourned at 9:15pm.

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Karen Roberts  
Clerk of Council

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Kathy Lawson  
Mayor