



Town of Altavista Town Council Work Session Agenda

J.R. "Rudy" Burgess Town Hall
510 7th Street
Altavista, VA 24517

Tuesday, September 27, 2016

5:00 PM Council Work Session

1. Call to Order
2. Agenda Amendments/Approval
3. Public Comments –Agenda Items Only
4. Community Input – *Consideration of making a formal request to Campbell County for conveyance of English Park (15 minutes)*
5. Introductions and Special Presentations (30 minutes)
 - a. Chamber of Commerce – “Destination Altavista” committee report
 - b. Altavista On Track – 616 Broad Street Feasibility Study report
6. Items for Discussion (30 minutes)
 - a. Chamber of Commerce – Parade Request
 - b. Comprehensive Plan Update Review
 - c. WWTP PCB Project Updates
 - d. Clarion Road- Truck Crossing
 - e. Police Department CIP change request
 - f. VDOT SmartScale Project Update
7. Public Comments – Comments are limited to three (3) minutes per speaker.
8. Closed Session

Section 2.2-3711 (A)(1) regarding discussion, consideration, or interviews of prospective candidates for appointment to the Altavista Housing Task Force.
9. Adjournment

NEXT SCHEDULED REGULAR TOWN COUNCIL MEETING: **TUESDAY, OCTOBER 11, 2016 @ 7:00 p.m.**

Notice to comply with Americans with Disabilities Act: Special assistance is available for disabled persons addressing Town Council. Efforts will be made to provide adaptations or accommodations based on individual needs of qualified individuals with disability, provided that reasonable advance notification has been received by the Town Clerk's Office. For assistance, please contact the Town Clerk's Office, Town of Altavista, 510 Seventh Street, Altavista, VA 24517 or by calling (434) 369-5001.

Thank you for taking the time to participate in your Town Council meeting. The Mayor and Members of Council invite and

Town of Altavista, Virginia
Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *Community Input – Consideration of formal request to Campbell County for conveyance of English Park*

Summary: At the last Town Council meeting it was decided that community input would be sought at the September Town Council Work Session in regard to this item. The Campbell County Board of Supervisors has indicated that they would conduct a public hearing on possible conveyance of the park property if the Town formally made a request.

Following the Community Input, Council can decide how it would like to handle this issue.

Budget/Funding: Future maintenance and development costs.

Legal Evaluation: Town Attorney will be available for questions.

Attachment: None

Council Recommendation:

- Additional Worksession Regular Meeting No Action



Town of Altavista, Virginia
Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *Chamber of Commerce – “Destination Altavista” committee report*

Summary: Tanya Overbey will be presenting an update on the efforts of the three committees that make up “Destination Altavista”. A PowerPoint of her presentation is attached.

Budget/Funding: N/A

Legal Evaluation: Town Attorney will be available for questions.

Attachment: PowerPoint Presentation

Council Recommendation:

- Additional Worksession Regular Meeting No Action

Destination Altavista

Background

- March 2016 John Martin, CEO and Founder of GenerationsMatter, made a presentation “Trends Shaping Altavista” to begin a discussion about the future of Altavista
- A group of citizens working with the Altavista Chamber of Commerce volunteered to continue the conversation about the future of Altavista
- The group focus is Destination Altavista
- Three Committees were formed to create a vision and action plans to Develop People, Employ People and Attract People

Develop People

Champion Trey Finch

- ▶ Committee focused on Education
- ▶ High School Alumni Survey
 - Highest level of education, Where do they live and work, Income, Did they feel prepared for their future, Job Satisfaction, Rank local career opportunities
- ▶ Facilitate tours to VTI at the Elementary School level
- ▶ Improve Mentorship Program at Elementary School level
- ▶ Assist High School Guidance Office with student career plan development and implementation

Employ People

Champion Major Gilbert

- ▶ Committee focused on Business
- ▶ Supports the CIP for Economic Development
 - Welcome Center to include a Lane Museum and Retail Area
- ▶ Develop a town culture that fits with today's corporate culture
 - Develop River Trail
 - Farmer's Market
- ▶ Founder's Day

Attract People

Champion Tanya Overbey

- ▶ Committee focused on attracting people to visit and live in Altavista
- ▶ Develop a Community Advertising Program to include Signage and Billboards on Rt. 29 corridor (Public/Private partnership)
- ▶ Direct Mailer to Graduate Programs and Career Development Centers in the Region to attract young professionals and young families
- ▶ Support Housing Study
 - Identify a local/regional Developer to address housing deficits
- ▶ Altavista for a Weekend

Town of Altavista, Virginia
Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *Altavista On Track presentation – 616 Broad Street Feasibility Study*

Summary: Earlier this year Altavista On Track was awarded a “Financial Feasibility Grant” through the Virginia Main Street Program in the amount of \$10,000 (with a 1:1 leverage requirement, which can be in-kind and/or cash). Altavista On Track hired a consultant to do a Market Analysis for 616 Broad Street. Tonight, AOT officials and the consultant will briefly review the Market Analysis with Council.

The Market Analysis document is provided under separate cover (via email).

Budget/Funding: N/A

Legal Evaluation: Town Attorney will be available for questions.

Attachment: Presentation Agenda

Council Recommendation:

- Additional Worksession Regular Meeting No Action



**September 27, 2016 Work Session
616 Broad Street Presentation**

1. Intro (Emelyn)
 - History of 616 Broad Street
 - Decision to conduct feasibility study on this property
 - VSM grant and AOT matching
 - Introduction of Jeff and Stuart
2. Explanation of Design of property with expo boards (Jeff)
 - 8 apartments
 - Commercial space and additional office space
 - Need for more upper story housing rather than commercial space
 - Occupancy rates for apartments in Town.
3. Alleyway landscaping
 - parking behind property
 - Possible future use of alleyway behind property
4. Cost estimates (Stuart)
 - Development price
 - Rental rates
 - New employee growth can support new apartments
5. Potential “next” projects
6. AOT action plan for study (Emelyn)
 - Questions

Town of Altavista, Virginia
Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *Chamber of Commerce – Christmas Parade Request*

Summary: As you are aware, the Altavista Area Chamber of Commerce partners with Altavista On Track and the Altavista Rotary Club to sponsor and coordinate the Town’s Annual Christmas Parade. A Chamber representative will be present at the Work Session to request approval of the Altavista Christmas Parade for **Saturday, December 3rd** beginning at 5:00 p.m. (setup begins at 3:00 p.m.) and the necessary approval for the closing of town streets. The parade route is unchanged from the past several years (map attached). The Altavista Police Department will have responsibility for coordination of street closures, as well as traffic control and security for the event.

Town Council is requested to approve the street closures as indicated on the map and approve the parade request. Pursuant to Town Code Section 34-1(b)(1) a parade sanctioned by the town council by permit is exempt from the section of the Code dealing with the Noise Ordinance.

Budget/Funding: N/A

Legal Evaluation: Town Attorney will be available for questions.

Attachment: Parade route map

Council Recommendation:

- Additional Worksession Regular Meeting No Action

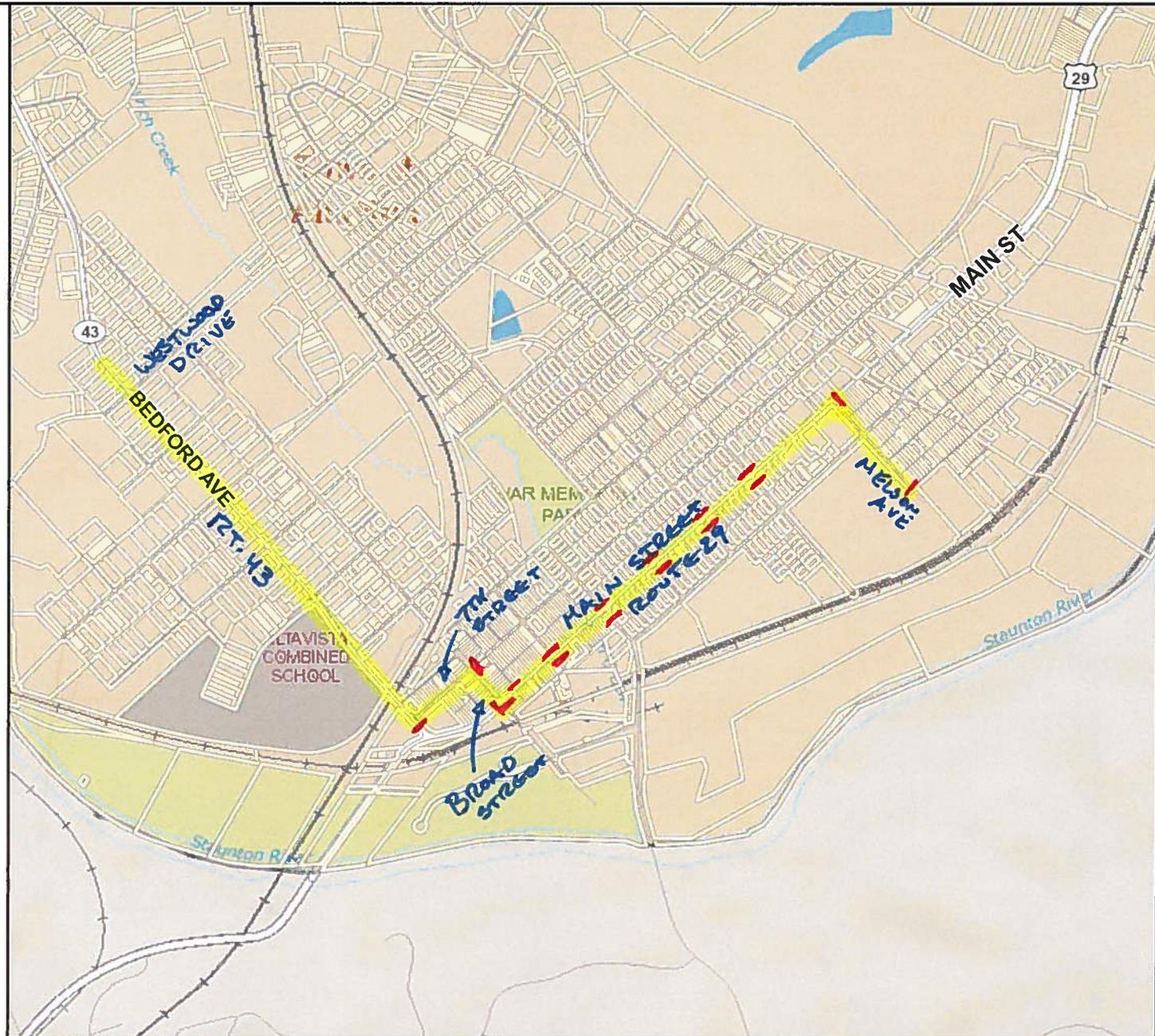


Campbell County, VA

Legend

- Street Names
- Parcels
- County Boundary
- HiddenRoadCenterline

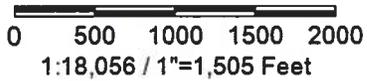
— PARADE ROUTE
- - - ROAD BARRICADES



Title:

Date: 10/3/2014

Feet



DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Campbell County is not responsible for its accuracy or how current it may be.

Town of Altavista, Virginia
Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *Comprehensive Plan Update*

Summary: At the August Regular Town Council meeting, staff updated you on the Planning Commission's efforts in regard to the Comprehensive Plan Update. At that time, Council requested that this item be placed on your September 2016 Work Session agenda. Staff has forwarded to Council the draft chapters with the proposed changes as recommended by the Planning Commission.

Staff is seeking direction on how Town Council would like to proceed with the review of the draft of the Comprehensive Plan Update. One option would be to have Council further review the document and allocated time at the October 2016 Town Council Work Session, or a later Work Session, for staff to review the proposed changes with Council. At that time, Council could propose any additional changes to the document. Another option could be to review several chapters at several Work Sessions, with the process taking 3 to 4 months.

Once Council has reviewed the changes and made any modifications, a public hearing will need to be scheduled on the proposed changes to the Comprehensive Plan.

Budget/Funding: N/A

Legal Evaluation: Town Attorney will be available for questions.

Attachment: August Planning Commission Recommendation

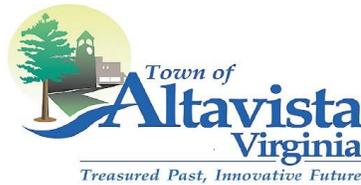
Council Recommendation:

- Additional Worksession Regular Meeting No Action



Commissioners

John Jordan, Chair
Tim George
John Woodson, Vice Chairman
Laney Thompson
Marvin Clements



Town Planning Staff

Dan Witt
Cheryl Dudley

Town of Altavista Planning Commission
510 Seventh Street, PO Box 420
Altavista, VA 24517
(434) 369-5001 phone (434) 369-4369 fax

August 9, 2016

Subject: Comprehensive Plan Update and Recommendation

Overview

A comprehensive plan is a long range planning tool for a community. A good plan is based upon realistic community visions of a desire future. It identifies local issues, evaluates local trends, and conditions, and contains community goals, objectives and action plans that help guide decision making processes and public investment. Good plans also contain a list of persons or organizations (who) are responsible for completing a goal along with timeframes (when) for implementing major plan strategies. Timeframes for implementation allow a community to evaluate its progress and serve as a measuring stick for success.

The current plan was completed in 2009 and adopted by the Town Council on April 13, 2010 and while the Planning Commission has provided annual updates, the Commissioners, led by then Chairman Jerry Barbee, determined it was time to do a more thorough update of the plan. That process was initiated in the summer of 2015 and completed in July 2016. A public hearing was advertised for and conducted at the August 1st meeting. One citizen spoke at the hearing and expressed her appreciation for the update to 2035 Transportation Plan.

Changes to Comp Plan in Recent Update

It should be noted that this 'update' is not a 'rewrite' as was completed in 2009.

- Census numbers were updated from the 2000 Census data to 2010 data.
- The narrative was updated to be more accurate, i.e. language and goals related to the CVCC Altavista branch were removed and VTI added.
- Some goals were removed as it was determined they could not be implemented or they were completed: Adopt a tree ordinance or research uses for the Armory.

- Some new goals were added, i.e. those related to economic development were added as the Town did not have an Economic Development Department/Director in 2009.
- Some goals were just updated, i.e. we are now maintaining a curbside recycling and ACTS bus system and not considering implementing these services.

Recommendation

After the public hearing Mrs. Thompson made the following recommendation: I recommend to Town Council the adoption of the 2016 updated Town of Altavista Comprehensive Plan. The motion was seconded by Mr. Clements. All voted in favor with none opposing.

Town of Altavista, Virginia
Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *WWTP Emergency Overflow Pond – PCB Studies Update*

Summary: Previously, our partners in regard to PCB degradation studies at the Town’s WWTP Emergency Overflow Pond indicated that they would be able to provide updated information on their efforts in late Summer. Currently the Town is partnered with the University of Maryland-Baltimore County’s Institute of Marine & Environmental Technology (UMBC); The Institute for Advanced Learning and Research (IALR); and the University of Iowa. The updates are as provided below:

UMBC – Institute of Marine & Environmental Technology

Attached is a report provided by Dr. Kevin Sowers.

IALR

Dr. Scott Lowman will be present to provide you with an oral update of his efforts. Dr. Lowman was taking samples from the pond the week of September 19th.

University of Iowa

Attached is an email update provided by Dr. Jerry Schnoor.

The feedback from our partners continues to be encouraging in regard to degradation of PCBs and potential methods that may be used to expedite the process.

Budget/Funding: N/A

Legal Evaluation: Town Attorney will be available for questions.

Attachment: UMBC Report; University of Iowa correspondence

Council Recommendation:

- Additional Worksession Regular Meeting No Action



One-Year Post-Treatment Report

to

The Town of Altavista

**Phase II Pilot Test on *In-situ* Microbial Bioremediation of PCBs in the
Altavista WWTP**

14 September 2016

Work performed by:

Kevin R. Sowers & Rayford Payne
Institute of Marine & Environmental Technology-UMBC

Upal Ghosh
Department of Chemical, Biochemical & Environmental Engineering-UMBC

Report submitted by:

Kevin R. Sowers, Ph.D.
Associate Director & Professor
Institute of Marine & Environmental Technology
University of Maryland Baltimore County
701 E. Pratt St., Baltimore, MD 21202
Ph: 410.234.8878
Email: sowers@umbc.edu



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Definitions.

Anaerobic dechlorination – microbial process that removes chlorines from PCB congeners making them susceptible to aerobic degradation

Aerobic degradation – microbial process that breaks down PCB congeners

Bioamendment – solution of microorganisms added to sediment or sprayed onto SediMite

BioMite – refers to a proprietary form of SediMite that is manufactured with bioamendment in the pellets

Caisson – refers to containment structure used to isolate bioremediation treatments within a confined space that is separate from the WWTP overflow pond

Cell titer – number of microorganisms

Congener - any one of 209 possible chemical structures of PCBs dependent on the number and position of chlorines on a biphenyl structure

Granulated activated carbon (GAC) - form of [carbon](#) processed to be riddled with small, low-volume pores that increase the [surface area](#) available for [adsorption](#) or [chemical reactions](#)

Homolog – a group of PCB congeners with the same number of chlorines

In situ – remediation treatment at the site

Natural attenuation – degradation of a contaminant by a naturally occurring population of bacteria

SediMite™ – form of activated carbon produced by Sediment Solutions LLC that is pelletized with sand and binder and used to treat aquatic sediments

Phase II Pilot test

Status Report – September 2016

Phase I Tests Summary (June 2012-March 2015). The efficacy of bioremediation for reducing the levels of PCBs in the Altavista WWTP was tested on a small scale in caissons consisting of oil barrels with the ends removed to contain and compare the effects of different treatments (Fig. 1A). The approach used high amounts of naturally occurring microorganisms that degrade PCBs. The microorganisms were applied on the surface of a commercially available pelletized activated carbon called SediMite™, which delivers the microorganisms to the sediment because it is heavier than water. Tests included no treatment, treatment with SediMite (no microorganisms), SediMite amended with microorganisms added to the surface of the pond sediment and SediMite amended with microorganisms mixed into the sediment with an electric mixer (Fig 1B,C). Treatment by mixing the bioamended successfully reduced the PCB levels in the top 14-16 inches of sediment by 80% to 60 PPM after 519 days and 49 PPM after 992 days (Fig. 2A). PCB levels in the lowest 4 inches were reduced by 42% after 519 days but average levels remained at over 750 PPM after 992 days, well above the goal of 50 PPM (Fig. 2B). However, this lower 4 inches was not mixed during the initial treatment and consisted of a dense material with clay-like consistency. There was no significant reduction of PCB in the untreated sediment within the same timeframe. *The results indicated that bioamended SediMite was effective for reducing PCB levels to 50 PPM in the mixed portion of the sediment, but in order to be effective it will be necessary to thoroughly mix all of the sediment down to the clay liner.*



Figure 1. Preparation of test caissons (A); mixing in BioMite in caisson #4 (B); top view of caisson #4 (C)

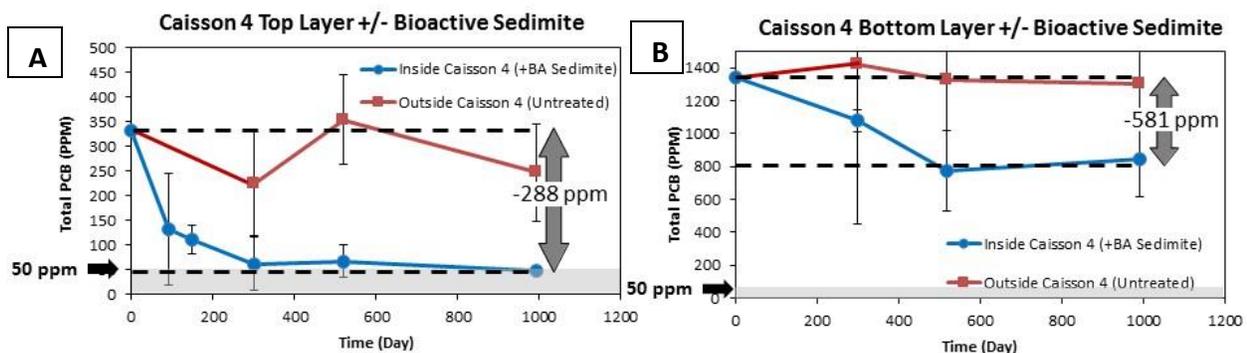


Figure 2. Reduction of PCB levels over time in top (A) and bottom (B) sediment layers in caisson #4

Phase II Tests – Progress Report. Based on the Phase I results a large-scale pilot study was initiated on March 2015 in four 80-square-foot caissons. The Town procured a 10 ft diameter steel tank and cut the tank into approximately 4 ft sections, which were positioned into the WWTP (Fig. 3). The bottoms of the caissons rested on the clay liner effectively containing the individual treatments within the structure.

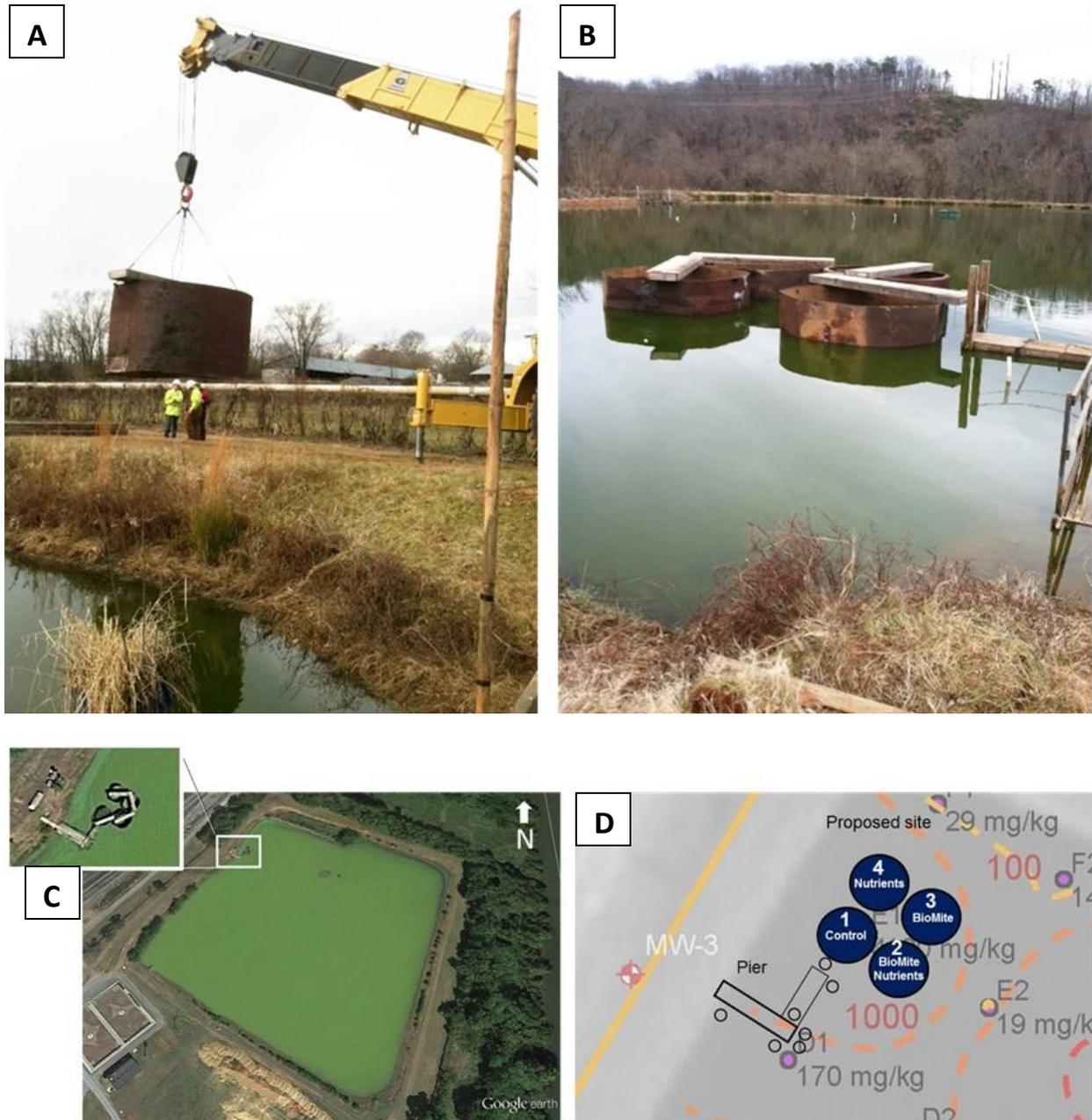


Figure 3. Ten-foot caisson being lowered into the WWTP (A); caissons after placement (B); aerial view of caissons (C); treatments in each caisson (D) as explained in text.

Deployment. On March 18, 2015 treatments were initiated in the caissons. Bioamended SediMite donated by K. Sowers and U. Ghosh, UMBC, was shipped to Altavista in January 2015 and stored. Additional bioamendment and nutrient buffer were prepared at IMET and brought to the site on the day of deployment. Tests included the following treatments: 1) no treatment, 2) addition of bioamended SediMite and nutrients to stimulate activity of PCB dechlorinating and degrading bacteria, 3) bioamended SediMite, 4) nutrients only (Fig. 3D). Phase I results indicated that mixing was required to make the PCB in lower sediments available to PCB degrading bacteria, therefore, the sediments in all four caisson



Figure 4. Deployment of treatments in ten-foot caissons. Addition of bioamended SediMite (A) in caisson #2, mixing sediments with sump pump after treatments (B, C)

were mixed using a 0.4 HP submersible sump pump after treatments (Fig 5). The pump mixed the top 12-14 inches of sediment, but did not mix the lowest 2-4 inches of sediment above the clay liner. Three sediment cores were taken from mixed top 12-14 inches of sediment in each caisson and transported to the lab for analysis of initial PCB concentrations. A temperature logger was placed into the sediment in caisson #2 to monitor the temperature throughout the year. Initial PCB levels after mixing were

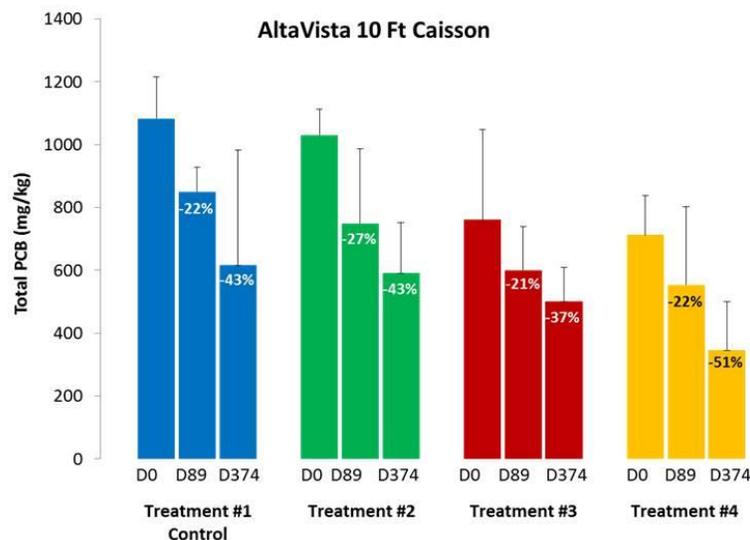


Figure 5. Reduction in total PCB levels in response to four treatments

approximately 700 to 1100 PPM.

Post-treatment results. Initial results after 89 days showed an average 27% reduction in PCB levels in the caisson treated with bioamended SediMite (Fig. 4). However, there was 21-22% reduction of PCB levels

in the other three caissons, including the untreated control, which suggested that mixing alone had a significant effect. PCB analyses 374 days after treatment showed an average 43% degradation in treatments 1 & 2, the control and the bioamended SediMite, and 31% degradation in treatment #3, BioMite. However, the treatment with nutrients alone showed the greatest extent of degradation at an average of 51%. It should be noted that the differences are not statistically significant (0.05), but our past experience at the WWTP shows that the differences become more significant over time, that is, we observe less error as degradation continues over time. The reason for the variability is that PCBs are hydrophobic and tend to “clump” in the sediment. This variability can be reduced by more thorough mixing of the sediment.

Conclusions. The reduction in PCB levels was pronounced in all treatments, both bioamended and non-bioamended, which suggests that natural attenuation is occurring in the WWTP. In the April 2014 report we enumerated the aerobic and anaerobic PCB degrading bacteria in the WWTP sediments (Fig. 6). 10^4

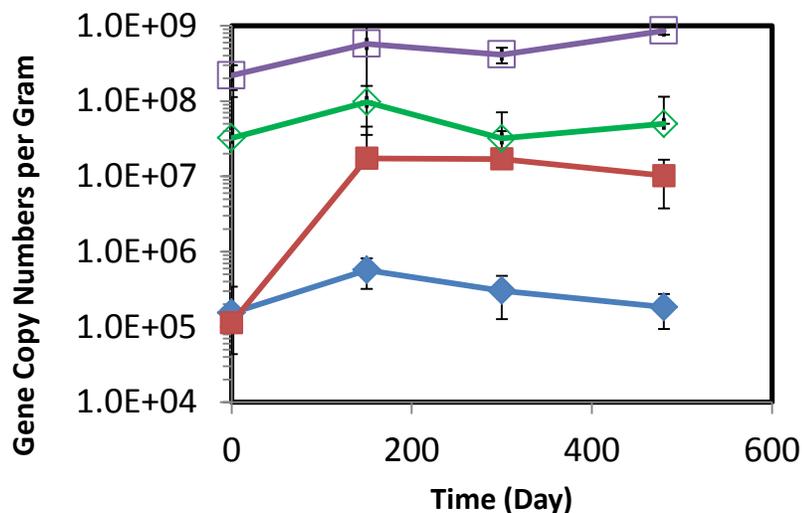


Figure 6. Titer of naturally occurring PCB degraders (purple) and PCB dechlorinators (green); titer of PCB degraders (red) and PCB dechlorinators (blue) from bioamendment (from April 2014 final report)

cells/gram sediment or greater are required to observe significant PCB degradation in sediments. In sediments contaminated with low levels of PCBs we typically observe 10^3 cells/gram sediment or less and increasing the number to 10^4 cells/gram sediment stimulates activity. However, the WWTP already has up to 6 orders of magnitude more putative PCB-degrading cells than typically observed in other environments. The naturally occurring microbes appear to be active. However, the limitation is likely the lack of availability of PCBs that are sequestered in the dense lower layers of the sediment. Based on our studies, mixing the sediment into the upper sediment column in order to make the PCBs available to the natural population of degraders appears to stimulate degradation. This could explain the high activity observed without addition of bioamendment. This is the likely explanation for the observation that non-bioamended, nutrients-only treatment had as great an effect as the bioamended treatments. Should the degradation trend continue in the caisson over the next year and this observation is confirmed, the result would suggest mixing with or without additional of nutrients to stimulate rapid natural attenuation as a possible treatment strategy for the WWTP.

Summary

- All treatments showed a degradation trend over the course of one year with up to an average 51% reduction in PCBs levels
- Mixing the sediment appears to stimulate degradation possibly by releasing the unavailable PCBs from the lower sediments for degradation
- Mixing might also stimulate degradation by providing oxygen to the sediments for microbial activity
- The high rates of degradation in treatments without bioamendment may be attributed to the high titer of naturally occurring PCB degrading microbes in the sediment

Recommendations

Continue monitoring the treatments. Re-mix one or all of the treatments to determine if the activity can be further stimulated by mixing and aeration. If degradation continues, the degradation of the entire pond should be modeled using rate data from the current tests and current levels of PCBs based on the site characterization report from October 2015. This will predict the rates and final levels of PCBs after treatment to determine if they meet the 50 PPM threshold. If the predicted threshold level is met, then an approach can be designed for mixing and possibly aerating the entire pond as an *in-situ* treatment solution to meet the Town's goals.

Dear Waverly,

We have performed a preliminary analysis of the 27 surficial sediment samples from the Altavista wastewater lagoon for all 209 PCB congeners. Our summation of all the congeners (for total PCBs) are frequently higher compared to the 2015 results, but usually within a factor of 2-3 times. Differences are to be expected because these were not identical split samples and the analytical techniques differed.

We have not yet had a chance to analyze the results statistically to determine if the congener profiles suggest active transformation occurring (i.e., reductive dechlorination or oxidation or both). But our replicate DNA extractions from the sediment samples, the 16S rRNA sequencing of the microbial consortium, and qPCR results for bphA genes indicate that the sediments have the potential for active degradation of PCBs, both via reductive dechlorination and aerobic transformation. We believe this indicates the potential for both aerobic and anaerobic degradation of PCBs in the Altavista lagoon.

As soon as we complete analysis of these data, I will send a more detailed and quantitative report. We appreciate the chance to work with you on this important field site.

Best wishes,
Jerry Schnoor

Town of Altavista, Virginia
Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *Clarion Road Truck Crossing Update*

Summary: Previously, staff briefed Council on concerns from Abbot Nutrition in regard to “near accidents” on Clarion Road involving the crossing of Clarion Road by their trucks from the lot to the warehouse. Staff was asked to look into some type of warning mechanism that will bring attention to motorist on Clarion Road in regard to trucks crossing the road at the Abbott facility.

Attached are two proposals for “warning signals” on the road, a brief description of the proposals follows:

Proposal “A”: 24 Hour Flasher with Solar Panel and a two battery cabinet. *This device would flash constantly.* Material Costs (not including installation and signs): \$11,802.06

Proposal “B”: Radio/Microwave Controlled Flasher with Solar Panel and a two battery cabinet. A microwave would be located on each side of the road on the Abbott property which would respond when a truck was getting ready to cross the road and this would activate the signals on Clarion Road. Material Costs (not including installation and signs): \$24,737.11

Budget/Funding: Staff believes that VDOT Highway Funds can be used for this item.

Legal Evaluation: Town Attorney will be available for questions.

Attachment: Proposal “A”; Proposal “B”; and Flasher System and Battery Cabinet diagrams and specifications.

Council Recommendation:

- Additional Worksession Regular Meeting No Action



J. O. Herbert Company, Inc.
 12626 Wilfong Drive
 P. O. Box 5450
 Midlothian, VA 23112
 804-763-6480 / (fax)804-763-6490

Quote

Date	Quote #
9/9/2016	6266

Name / Address
Town of Altavista Attn: Waverly Coggsdale P. O. Box 420 Altavista, VA 24517

Ship To
Town of Altavista Public Works Building 1311 3rd Street Altavista, VA 24517

Customer Contact	Customer Fax	Terms	FOB	Rep	Delivery
Lynn David	434-369-6981	Net 30	Destination	PM	30 Days ARO

Item	Description	Qty	Cost	Total
RTC503568K	24 HOUR FLASHER SOLAR / PER LOCATION Two Battery Cabinet including Panel, #2 Lock, Solar Regulator, 4.5" U-Bolt Mount	1	1,372.00	1,372.00
RTC505408CE	125 Watt Solar Panel Assy with Mounting & Wiring	2	1,027.00	2,054.00
RTC500645	108 Amp Hour Battery	2	437.00	874.00
RTC Pole 15'	15' spun alum pole w/base, anchor bolts and collar	1	658.33	658.33
RTC502463-8W	12" Amber 12VDC LED (Pixelated)	2	90.00	180.00
RTC501422	12" Yellow poly signal heads	2	166.60	333.20
RTC503326	4.5" OD Top of Pole Mounting Bkts for 2 Solar Panels 110-130 Watt	1	290.00	290.00
RTC503375SS	Mounting Hardware Pelco, SE-5186-ALO Side by Side NOTE: NO SIGN INCLUDED.	1	140.00	140.00

Commonwealth of Virginia SWaM certification #009860

Total	\$5,901.53
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Credit Cards Accepted (AMEX, VISA, MC)
 Credit For New Customers Must Be Approved Before Acceptance Of Purchase Order

****PRICES GOOD FOR 30 CALENDAR DAYS FROM DATE OF THIS QUOTE.**
 Minimum restock fee of 25% will be charged for all items returned in new (unused) condition.
 This Quotation includes and specifically incorporates herein by reference all terms and conditions set forth on the attached Special Terms & Conditions.
 Acceptance of this Quotation by Buyer shall constitute acceptance of all terms herein as well as those set forth in the Special Terms and Conditions.

J. O. Herbert Company, Inc.
 12626 Wilfong Drive
 P. O. Box 5450
 Midlothian, VA 23112
 804-763-6480 / (fax)804-763-6490

Quote

Date	Quote #
9/16/2016	6281

Name / Address
Town of Altavista Attn: David Garrett P. O. Box 420 Altavista, VA 24517

Ship To
Town of Altavista Public Works Building 1311 3rd Street Altavista, VA 24517

Customer Contact	Customer Fax	Terms	FOB	Rep	Delivery
David Garrett	434-369-6981	Net 30	Destination	Perry	6 Weeks ARO

Item	Description	Qty	Cost	Total
RTC503333K	One Battery Cabinet including 501505R Panel, No 2 Lock, Regulator w/900 mhz Radio	2	1,983.33	3,966.66
RTC503568K	Two Battery Cabinet including 501505RR Panel, #2 Lock, Regulator, 4.5" U-Bolt Mount, includes Radios	2	3,295.00	6,590.00
RTC505462	50 Watt Solar Panel Assy, includes mounting and wiring	2	561.67	1,123.34
RTC503413	110 Watt Solar Panel, includes Mounting & Wiring	2	910.00	1,820.00
RTC500645	108 Amp Hour Battery	4	437.00	1,748.00
RTC Pole 15'	15' spun alum pole w/base, anchor bolts and collar	4	658.33	2,633.32
RTC501422	12" Signal Heads, Poly, Yellow	4	166.60	666.40
RTC502463-8W	12" Amber DC LED's Pixelated	4	90.00	360.00
RTC503525Y	10dB Yagi Antenna w/Mounting Bracket	3	241.67	725.01
RTC505472-5	5dB OMNI Antenna w/o Mounting	1	201.67	201.67
RTC505472-B	Mounting Bracket for 5dB OMNI Antenna on 1.5" Pole	1	48.33	48.33

Commonwealth of Virginia SWaM certification #009860

Total

Credit Cards Accepted (AMEX, VISA, MC)
 Credit For New Customers Must Be Approved Before Acceptance Of Purchase Order

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 Minimum restock fee of 25% will be charged for all items returned in new (unused) condition.
 This Quotation includes and specifically incorporates herein by reference all terms and conditions set forth on the attached Special Terms & Conditions.
 Acceptance of this Quotation by Buyer shall constitute acceptance of all terms herein as well as those set forth in the Special Terms and Conditions.

J. O. Herbert Company, Inc.
 12626 Wilfong Drive
 P. O. Box 5450
 Midlothian, VA 23112
 804-763-6480 / (fax)804-763-6490

Quote

Date	Quote #
9/16/2016	6281

Name / Address
Town of Altavista Attn: David Garrett P. O. Box 420 Altavista, VA 24517

Ship To
Town of Altavista Public Works Building 1311 3rd Street Altavista, VA 24517

Customer Contact	Customer Fax	Terms	FOB	Rep	Delivery
David Garrett	434-369-6981	Net 30	Destination	Perry	6 Weeks ARO

Item	Description	Qty	Cost	Total
RTC505472L-25	25' 240 Series Antenna Lead Only. (No Lightning Suppressor)	4	56.67	226.68
RTC TC26-B	Microwave Detector NOTE: Signs are NOT Included. System designed to be mounted on 4.5" OD pole.	2	2,313.85	4,627.70

Commonwealth of Virginia SWaM certification #009860

Total	\$24,737.11
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Credit Cards Accepted (AMEX, VISA, MC)
 Credit For New Customers Must Be Approved Before Acceptance Of Purchase Order

****PRICES GOOD FOR 30 CALENDAR DAYS FROM DATE OF THIS QUOTE.**
 Minimum restock fee of 25% will be charged for all items returned in new (unused) condition.
 This Quotation includes and specifically incorporates herein by reference all terms and conditions set forth on the attached Special Terms & Conditions.
 Acceptance of this Quotation by Buyer shall constitute acceptance of all terms herein as well as those set forth in the Special Terms and Conditions.

RTC

24-HOUR FLASHER SYSTEM

Solar or AC-Powered Flasher System

RTC manufactures reliable solar and AC-powered 24-Hour Flashing Systems that can be used to warn drivers of whatever lies ahead. Choose the all new FlashCube™ top-of-pole-mounted cabinet (shown here) or our traditional side-of-pole mounted cabinet. Both units feature our reliable 12" 24-hour flashing beacons that are proven to stand up in all weather conditions.

Traffic-Control Safety Since 1987

**RTC****RTC Manufacturing, Inc.**

RTC-Traffic.com | contact our team at Info@RTC-Traffic.com for more information | TOLL-FREE 800.782.8721

RTC Manufacturing, Inc., 1016 Enterprise Place, Arlington, Texas 76001 | ©2014 RTC Manufacturing, Inc. All Rights Reserved.

Solar or AC-Powered Flasher System

FEATURES

- Solar or AC application
- For solar applications, choose between a standard cabinet or the easy-to-install FlashCube™
- Poly or aluminum heads with 12" LED modules
- 4.5" spun aluminum or powder coated black pole with breakaway base
- MUTCD Warning Signs: Stop Sign Ahead, Pedestrian Crossing Ahead, High Water Ahead, Curve Ahead, T-Intersection Ahead, Signal Ahead, etc.
- 12-volt gel-cell battery rated as non-spillable, scalable to fit requirement
- Natural or black powder-coated .125" 5052 heavy duty aluminum cabinet
- Signal head and visor colors to meet agency specifications

SYSTEM SPECIFICATIONS

DESCRIPTION	
SOLAR ARRAY	20 to 110-watt as needed, mounts to fit all varieties of pole; guaranteed power output 90% of rated wattage for 10 years; 80% for 25 years
SOLAR CABINET	NEMA 3R Type, fabricated of .125" sheet aluminum with standard police lock and key, includes a two-circuit plug-in NEMA flasher and base, 14"H x 14"W x 11"D (optional 7" depth available)
AC CABINET	NEMA 3R-Type, fabricated of .125" sheet aluminum with standard police lock and key, includes a two-circuit plug-in NEMA flasher and base, 14"H x 14"W x 11"D (optional 7" depth available)
AC LINE ARRESTOR	<ul style="list-style-type: none"> - Repetitive peak surge current: 15000 Amps - Peak surge voltage (at 10KA): 680 Volts - Energy handling: 220 Joules - Power dissipation rate: 15 Watts Max. - Continuous AC voltage: 150 VAC RMS - Peak voltage (1ma): 212 Volts - Typical capacitance: 4000 Picofarads - Operation temperature: -40 to +85C
POLE	Pelco 4.5"W x 15'H spun aluminum or black powder-coated pole, square break-away base with 12" x 14.5" dia. bolt pattern, plastic door, reinforcing collar and anchor bolts
SIGNS	MUTCD Warning Signs: Stop Sign Ahead, Pedestrian Crossing Ahead, High Water Ahead, Curve Ahead, T-Intersection Ahead, Signal Ahead, etc., engineering-grade sheeting, optional diamond grade (yellow or fluorescent yellow-green) or optional high-intensity prismatic (yellow or fluorescent yellow-green)
BATTERY	12-volt sealed battery, rated as non-spillable, in 33, 58, and 108 AH
CONTROL PANEL	Interface panel and 10-amp solar regulator with low voltage disconnect (LVD) to protect the battery from over-discharge



Solar sizing engineered to fit your location.

.125" 5052 heavy-duty aluminum cabinet houses electronics and gel-cell battery. Meets or exceeds NEMA standards.

COMPONENT MANUFACTURER WARRANTIES

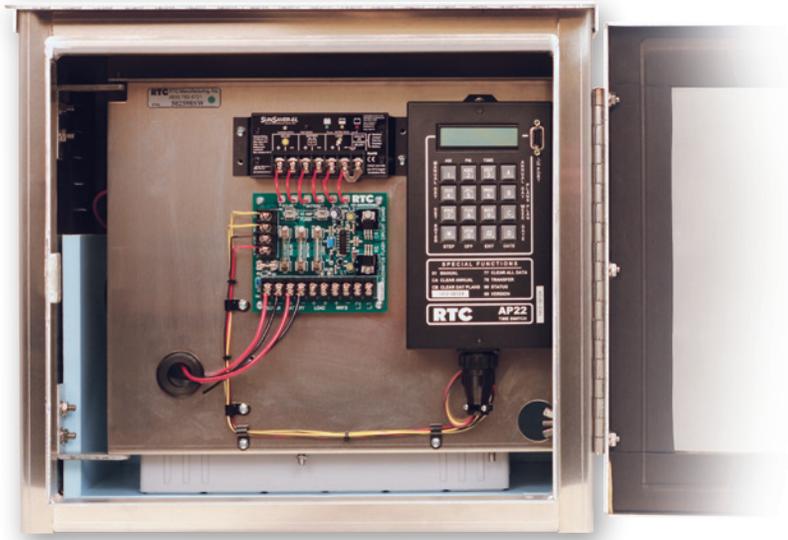
- All RTC components carry our five-year limited warranty in materials and workmanship. Radios carry a one-year standard manufacturer's warranty and batteries carry a two-year standard manufacturer's warranty

COMPLIANCE

- Flasher Circuit Interface: NEMA certified
- Solar Regulator: for use in CII, Div 2, Gp ABCD hazardous locations, operating temperature -40 to +85°C

BATTERY SYSTEM CABINETS

RTC Manufacturing constructs flasher system cabinets to house battery-powered control panels in a wide range of configurations to meet your specifications. Sleek design and excellent features — exactly what you should expect from the industry leaders at RTC.



SINGLE BATTERY CABINET

.125" 5052 aluminum cabinet constructed to house a single 108 amp battery with a front mounted control panel. The sturdy construction allows for pole mounting.

APPLICATIONS

- School zone flasher systems
- Pedestrian crossing systems
- Fire station warning systems
- 24-hour flasher systems
- Oil/gas systems
- Supplemental traffic applications
- Installations requiring small cabinet space

FEATURES

- Slam locking system with Number 2 APL lock
- Rain flap extending over door opening
- Door opening with a 1.5" door gasket
- Double-thick reinforced bracket mounting area
- 4 screened vents for cross-ventilation
- 4.5" u-bolt, large pole and band-type brackets
- Special Order Options:
 - various control panels depending on application
 - Number 1 APL lock
 - wide range of size configurations

SPECIFICATIONS

- 16.25"H x 18"W x 12.5"D
- .125" 5052 aluminum-sheet construction
- Number 1 APL lock
- Piano-door hinge with stainless attachment bolts
- Necked-down door opening creates a clean appearance
- .5" foam in battery area
- Top edge flattened to match rubber gasket for greater water resistance
- Silicon sealant top and bottom inside edges per TXDOT specifications
- Large enough for a Group 31, 70 lb. 108-amp battery

Helping Kids Get To School Since 1987



RTC

RTC Manufacturing, Inc.

RTC-Traffic.com | contact our team at Info@RTC-Traffic.com for more information | TOLL-FREE 800.782.8721 FAX 817.274.3610

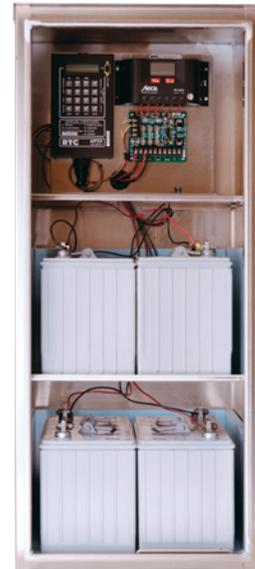
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BATTERY SYSTEM CABINETS



TWO BATTERY CABINET

.125" 5052 aluminum cabinet constructed to house up to two 108-amp batteries with a top shelf-mounted control panel. The sturdy construction allows for pole mounting.



FOUR BATTERY CABINET

.125" 5052 aluminum cabinet constructed to house up to four 108-amp batteries with a top shelf-mounted control panel. The sturdy construction allows for pole mounting.

APPLICATIONS

- School zone flasher systems
- Pedestrian crossing systems
- Fire station warning systems
- 24-hour flasher systems
- Oil/gas systems
- Supplemental traffic applications
- Installations requiring the additional power of two batteries

FEATURES

- Slam locking system with Number 2 APL lock
- Rain flap extending over door opening
- Door opening with a 1.5" door gasket
- Double-thick reinforced bracket mounting area
- Screened vents for cross-ventilation
- 4.5" u-bolt, large pole and band-type brackets
- Special Order Options:
 - various control panels depending on application
 - Number 1 APL lock
 - wide range of size configurations

SPECIFICATIONS

- 26"H x 17"W x 15.75"D
- .125" 5052 aluminum-sheet construction
- .25" construction at the two 8"W x 6"H mounting areas
- .5" foam in the battery areas
- Bottom battery area - 12.75"H
- Number 2 APL lock with padlock hasp/stainless through-door mechanism
- Top edge flattened to match rubber gasket for greater water resistance
- Silicon sealant top and bottom inside edges per TXDOT specifications
- Piano-door hinge with stainless attachment bolts
- Handle with .625" square bar for long life
- Large enough for two Group 31, 70 lb. 108-amp batteries
- **Optional:** 3-point locking door with .5" nylon rollers on top and bottom

APPLICATIONS

- School zone flasher systems
- Pedestrian crossing systems
- Fire station warning systems
- 24-hour flasher systems
- Oil/gas systems
- Supplemental traffic applications
- Installations requiring the additional power of four batteries

FEATURES

- Slam locking system with Number 2 APL lock
- Rain flap extending over door opening
- Door opening with a 1.5" door gasket
- Double-thick reinforced bracket mounting area
- Screened vents for cross-ventilation
- 4.5" u-bolt, large pole and band-type brackets
- Special Order Options:
 - various control panels depending on application
 - Number 1 APL lock
 - wide range of size configurations

SPECIFICATIONS

- 40.125"H x 17"W x 12.75"D
- .125" 5052 aluminum-sheet construction
- .25" construction at the two 8" x 6" mounting areas
- .5" foam in the battery areas
- 2 bottom battery areas - 12.75"H each
- Number 2 APL lock with padlock hasp/stainless through-door mechanism
- Top edge flattened to match rubber gasket for greater water resistance
- Silicon sealant top and bottom inside edges per TXDOT specifications
- Piano-door hinge with stainless attachment bolts
- Handle with .625" square bar for long life
- Large enough for four Group 31, 70 lb. 108-amp batteries
- **Optional:** 3-point locking door with .5" nylon rollers on top and bottom

Town of Altavista, Virginia
Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *Police Department Capital Improvement Plan (CIP) Change Request*

Summary: Per the attached memorandum, Chief Milnor is seeking to revise the FY2017 CIP request associated with the purchase of new “in-car camera” systems. Chief would like to purchase four “in-car cameras” and eleven (11) new body cameras. The new proposal is within the funding provided in the FY2017 Budget for the original request.

If Council concurs with this request, it can be placed on the October Regular Meeting Consent Agenda.

Budget/Funding: Funds (\$40,000) is available in the FY2017 Budget.

Legal Evaluation: Town Attorney will be available for questions.

Attachment: Chief Milnor’s memo

Council Recommendation:

- Additional Worksession Regular Meeting No Action



Memorandum

September 8, 2016

TO: Waverly Coggsdale, Town Manager
FROM: Mike Milnor, Chief of Police
SUBJECT: CIP Amendment

The Altavista Police Department had originally budgeted \$40,000 for the replacement of three new in-car camera systems in the FY2017 CIP Budget. I am requesting a change in the language of the CIP to allocate for the purchase four in-car cameras and 11 new body cameras at a cost of \$30,090.

This will allow the department to completely replace all of our video camera systems which are out of date technology with new state of the art integrated systems. WatchGuard Video systems is a State Contract Vendor and as such came in at a \$10,000 savings over the original budget with a complete systems replacement.

Town of Altavista, Virginia Worksession Agenda Form

Date: September 27, 2016

Agenda Item: *VDOT SmartScale Project Applications*

Summary: Previously, VDOT discussed potential projects related to possible SmartScale applications. The two proposed projects were located on Lynch Mill Road, one at the Clarion Road intersection and the other in front of Altavista Elementary School.

The time for submitting an application is nearing and staff is seeking input from Town Council on the applications.

Lynch Mill Road & Clarion Road: Attached is a drawing showing the proposed roundabout at this location. VDOT is continuing to work on the cost estimate and schedule for this project.

Lynch Mill Road @ Altavista Elementary School: Attached is a drawing showing Scenario 3, which appeared to be the one that Council supported during VDOT's review of the alternatives. It is important to point out that the majority of the improvements in this proposed project are on school property. This drawing and the information submitted by VDOT has been provided to Dr. Johnson, Campbell County School Superintendent.

The application process only occurs every other year, therefore, it is imperative that staff know what projects, if any, Town Council would like to submit for consideration under VDOT's SmartScale program. The deadline for applications is September 30th.

Budget/Funding: N/A

Legal Evaluation: Town Attorney will be available for questions.

Attachment: Diagrams and Project descriptions

Council Recommendation:

- Additional Worksession Regular Meeting No Action

WORKSESSION



From: Youngblood, Rick D. (VDOT) [<mailto:Rick.Youngblood@vdot.virginia.gov>]
Sent: Thursday, September 22, 2016 11:03 AM
To: Daniel Witt <dnwitt@altavista.gov>
Subject: Smart Scale Documentation

Here is the initial breakdown for your two Smart Scale applications:

Lynch Mill / Clarion Rd Intersection Improvements

Project Need and Description:

Intersection improvements to consist of the construction of a roundabout.

This application will support Route 29 (CoSS) VTRANS Needs as well as Regional Networks. I have included the two One Page Reports from the Rural Long Range Plans. Attached you will also find your Lynch Mill Road Application from last year to reference and utilize verbiage used last year and just updating rankings, location, etc..



Altavista Elementary School Transportation Improvements

Project Need and Description:

Turn Lane improvements on Lynch Mill Road to better assist school bus movements to include closure of main school entrance. Construction of new access road adjacent to school to serve as main access and to better assist student drop off and pick up. These projects will assist in providing for better accessibility to the school while creating a safer corridor along this section of Lynch Mill road.

This application will support Route 29 (CoSS) VTRANS Needs as well as Regional Networks. I have included the two One Page Reports from the Rural Long Range Plans. Attached you will also find your AES Application from last year to reference and utilize verbiage used last year and just updating rankings, location, etc..

Concept 3: Right Service Road for Parents



You should be able to pull last year's application to update and resubmit this year.

We are reviewing cost estimates and schedules today and as soon as I can, will be sending those out.

Rick Youngblood, *GISP*
District Transportation Planning Manager
VDOT - Lynchburg District
Work 434-856-8331
Work Cell 434-841-0356

Project Description

Project ID: 40

Location: Lynch Mill Rd. at Clarion Rd.

Description: Mid-term realign intersection with roadway widening to accommodate appropriate turn lanes on all approaches. (Town of Altavista).

Estimated 2020 Cost: \$4,180,000

Prioritization Results

Final Score: 4.22 (Medium)

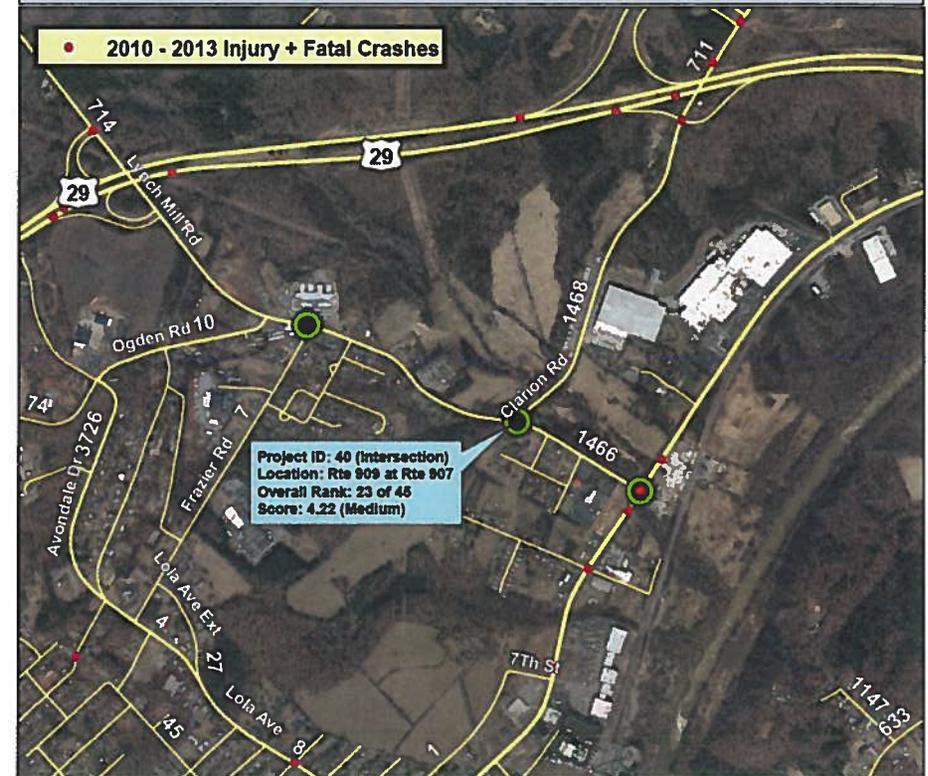
Overall Rank: 23 of 45 (Tie)

Intersection Projects Rank: 9 of 10 (Tie)

2010—13 Fatal + Severe Injuries Crashes per Mile: 0

Major Environmental Impacts: N/A

Project Location Map



Overview of Performance Measure Data

ID	CONSTRUCTION DISTRICT	JURISDICTION(S)	ROUTE	FROM:	TO:	PROPOSED NUMBER LANES	Goal 1					Goal 2		Goal 3		Goal 5			
							Mobility					Safety/Security	Economic Development		System Management and Preservation				
							A	B	C			A	A	B	A	B	C	D	
							2012 LOS	2012 VC	2013 AADT	2035 AADT	Flow Rate (pcphpl)	Fatal+Injury Crashes per mile (2010-13)	# Heavy Trucks	ARRA Factors (Unemployment and Per Capita Income)	Pavement Condition	Include HOV, Bike/Ped other modes	Sq Ft Structurally Deficient Bridges	Total Cost (in thousands)	
40	Lynchburg	Campbell	909/905	Clarion Rd.	Frazier Rd.	2	B	0.21	3,440	4,197	205	0	138	1		1	0	4,180	

Project Description

Project ID: 36

Location: Lynch Mill Rd. at Altavista Elementary

Description: Short-term add turn bays at the school entrances.
(Town of Altavista).

Estimated 2020 Cost: \$2,330,000

Prioritization Results

Final Score: 4.22 (Medium)

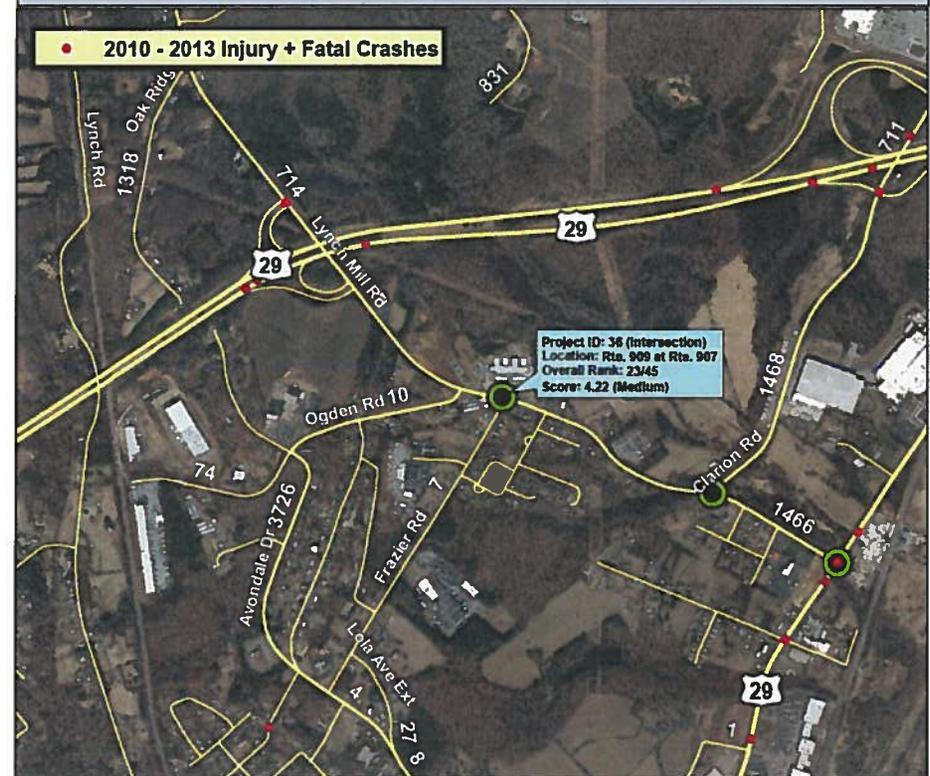
Overall Rank: 23 of 45 (Tie)

Intersection Projects Rank: 9 of 10 (Tie)

2010—13 Fatal + Severe Injuries Crashes per Mile: 0

Major Environmental Impacts: N/A

Project Location Map



Overview of Performance Measure Data

ID	CONSTRUCTION DISTRICT	JURISDICTION(S)	ROUTE	FROM:	TO:	PROPOSED NUMBER LANES	Goal 1					Goal 2	Goal 3		Goal 5			
							Mobility					Safety/Security	Economic Development		System Management and Preservation			
							A	B	C			A	A	B	A	B	C	D
							2012 LOS	2012 V/C	2013 AADT	2035 AADT	Flow Rate (pcphpl)	Fatal+Injury Crashes per mile (2010-13)	# Heavy Trucks	ARRA Factors (Unemployment and Per Capita Income)	Pavement Condition	Include HOV, Bike/Ped other modes	Sq Ft Structurally Deficient Bridges	Total Cost (in thousands)
36	Lynchburg	Campbell	909/907	Clarion Rd	Frazier Rd	2	B	0.21	3,440	4,197	205	0	138	0		1	0	2,330