



**Franklin City Council Agenda
January 10, 2022
Council Chambers
207 West Second Avenue
Franklin, Virginia 23851**

6:00 P.M

Redistricting Work Session

7:00 P.M.

Regular Meeting

CALL TO ORDER. MAYOR FRANK M. RABIL
PLEASE TURN OFF CELL PHONES. MAYOR FRANK M. RABIL
PLEDGE OF ALLEGIANCE
CITIZEN'S TIME
AMENDMENTS TO AGENDA

1. CONSENT AGENDA:

- A. Approval of December 9, 2021, minutes and December 13, 2021 minutes
- B. Resolution 2022-01 in Honor of the Service of Brent Gayle Franklin Police Department

2. FINANCIAL MATTERS

- A. Budget Amendment 2022-10

3. OLD/ NEW BUSINESS:

- A. Agreement with the Virginia Department of Health
- B. City Council Salaries
- C. City Manager's Report

4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS

5. CLOSED SESSION

I move that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects: Franklin Redevelopment and Housing Authority Board of Commissioners, Industrial Development Authority, Board of Zoning Appeals and

2.2-3711-A-5, Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community specifically along Pretlow Industrial Park, Armory Drive, and Franklin Regional Airport.

2.2-3711-A-7, Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body specifically regarding Sanford vs. City of Franklin.

Motion Upon Returning to Open Session- I move that the City of Franklin, Virginia City Council certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on January 10, 2022; (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (iii) no action was taken in closed meeting regarding the items discussed.

6. ADJOURNMENT



*Office of the City Manager
Amanda C. Jarratt*

January 4, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Redistricting Map Proposals

Background

As you all are aware every ten years after the U.S. Census is conducted redistricting must occur for the six existing wards. Staff worked with the Hampton Roads Planning District Commission to prepare two options for your consideration. In preparing the various options staff was guided by the following requirements for drawing new boundaries:

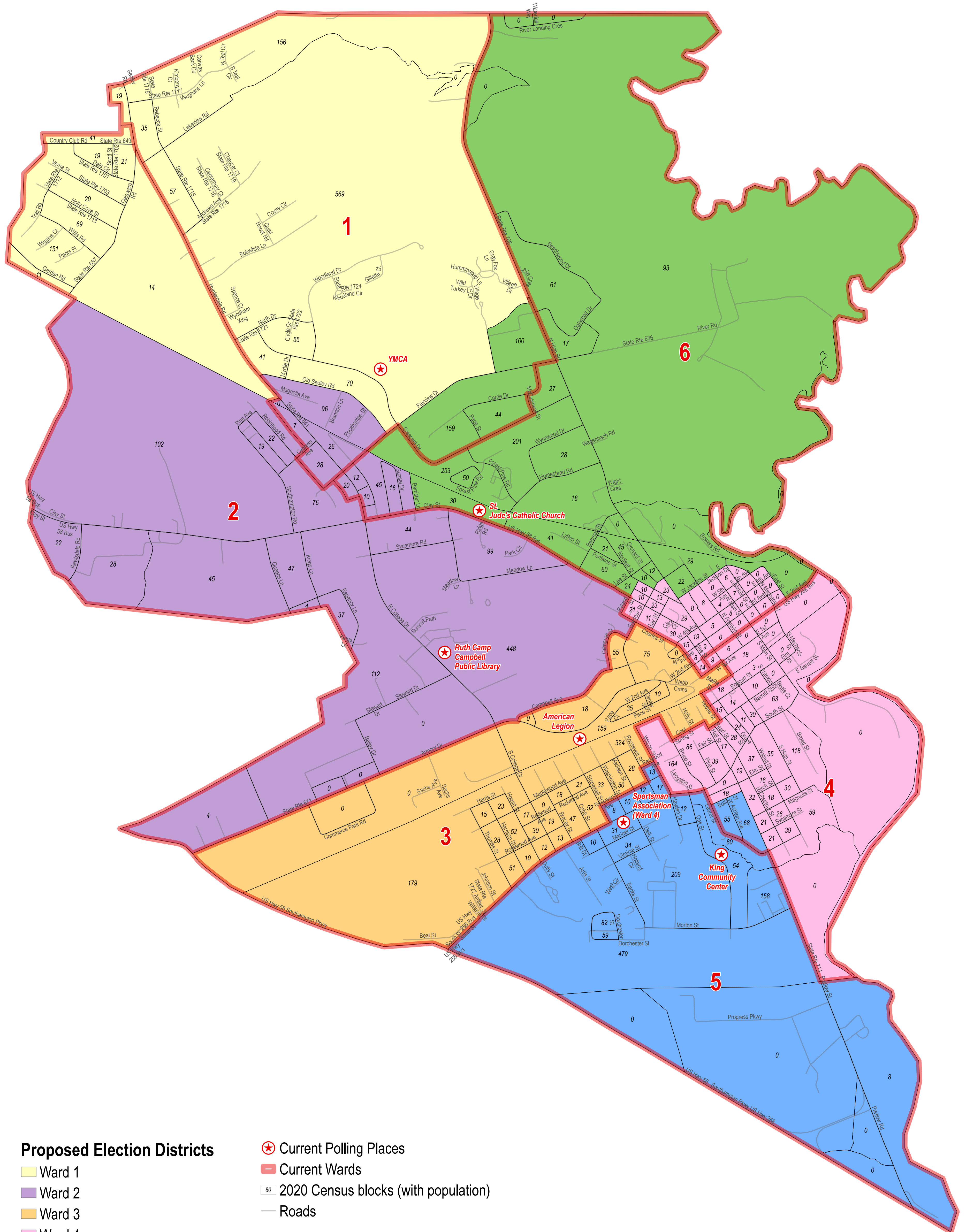
- A requirement that the 2020 Census date be used to determine the number of residents to be included in each district as new boundaries are drawn.
- A requirement that boundaries count not be drawn that would deviate from the ideal number of residents in a district by more than 5% or by less than 5%.
- A requirement that boundaries be drawn so as to be compact and contiguous.
- A requirement that boundaries be based on clearly defined and identifiable lines.
- A requirement that boundaries should not change the racial demographics of the City.

In the 2020 Census the population losses were in Ward 4 and Ward 5. Two options are being presented for your review and discussion prior to the scheduling of public feedback opportunities. It is important to note, that in both Options A and B the City of Franklin maintains three majority minority districts as is the current scenario under the 2010 final districts.

Needed Action

Provide feedback to staff and allow staff to proceed with public feedback opportunities.

Proposed Election Districts - Option A



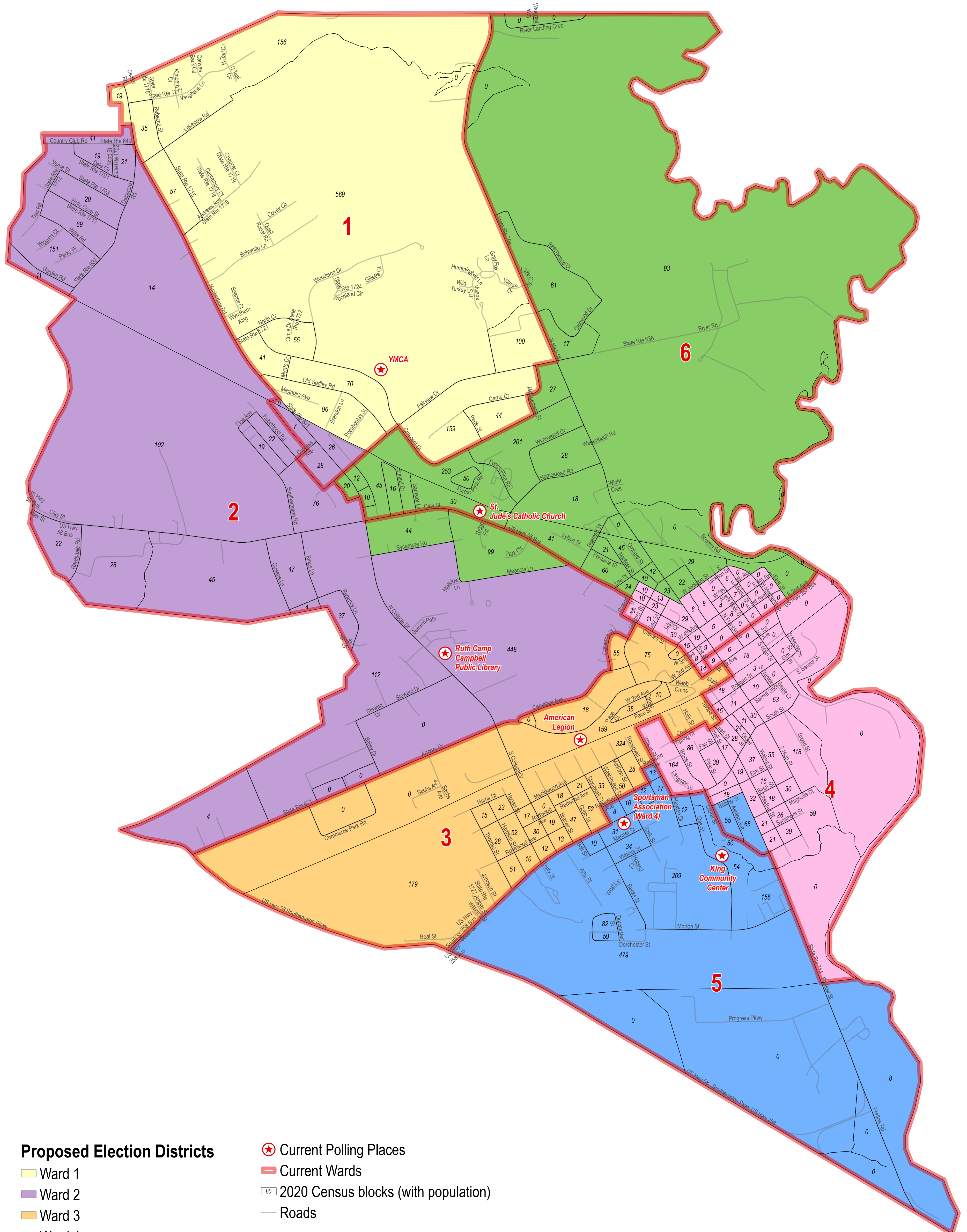
Proposed Election Districts

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6

- ★ Current Polling Places
- Current Wards
- 2020 Census blocks (with population)
- Roads



Proposed Election Districts - Option B



Proposed Election Districts

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6

- ★ Current Polling Places
- Current Wards
- 2020 Census blocks (with population)
- Roads



City of Franklin
2020 Redistricting Demographics

2010 Final Districts	Ward	Total 2010 Population	2010 White Pop	% White	2010 Black Pop	% Black	2010 Other Races Pop	% Other Races
	1	1,451	1,201	82.8%	186	12.8%	64	4.4%
	2	1,476	945	64.0%	426	28.9%	105	7.1%
	3	1,388	96	6.9%	1,257	90.6%	35	2.5%
	4	1,374	175	12.7%	1,169	85.1%	30	2.2%
	5	1,398	32	2.3%	1,328	95.0%	38	2.7%
	6	1,495	884	59.1%	501	33.5%	110	7.4%
TOTAL	8,582	3,333		4,867		382		

Current election district demographics with 2010 census data

2020 w/ Existing Districts	Ward	Total 2020 Population	2020 White Pop	% White	2020 Black Pop	% Black	2020 Other Races Pop	% Other Races
	1	1,462	1,127	77.1	224	15.3	111	7.6%
	2	1,455	815	56.0	562	38.6	78	5.4%
	3	1,374	132	9.6	1,183	86.1	59	4.3%
	4	1,187	151	12.7	965	81.3	71	6.0%
	5	1,276	44	3.5	1,158	90.8	74	5.8%
	6	1,426	739	51.8	547	38.4	140	9.8%
TOTAL	8,180	3,008		4,639		533		

Current election district demographics with 2020 census data

Option A	Ward	Total 2020 Population	2020 White Pop	% White	2020 Black Pop	% Black	2020 Other Races Pop	% Other Races
	1	1,348	1,052	78.0%	194	14.4%	102	7.6%
	2	1,369	766	56.0%	531	38.8%	72	5.3%
	3	1,374	132	9.6%	1,183	86.1%	59	4.3%
	4	1,345	274	20.4%	941	70.0%	130	9.7%
	5	1,399	58	4.2%	1,265	90.4%	76	5.4%
	6	1,345	726	54.0%	525	39.0%	94	7.0%
TOTAL	8,180	3,008		4,639		533		

Proposed election district demographics with 2020 census data

Option B	Ward	Total 2020 Population	2020 White Pop	% White	2020 Black Pop	% Black	2020 Other Races Pop	% Other Races
	1	1,401	1,094	78.1%	203	14.5%	104	7.4%
	2	1,373	740	53.9%	551	40.1%	82	6.0%
	3	1,374	132	9.6%	1,183	86.1%	59	4.3%
	4	1,322	262	19.8%	938	71.0%	122	9.2%
	5	1,399	58	4.2%	1,265	90.4%	76	5.4%
	6	1,311	722	55.1%	499	38.1%	90	6.9%
TOTAL	8,180	3,008		4,639		533		

Proposed election district demographics with 2020 census data

	Existing Districts			Option A			Option B		
	2020 Population	Deviation from Goal	% Deviation from Goal	2020 Population	Deviation from Goal	% Deviation from Goal	2020 Population	Deviation from Goal	% Deviation from Goal
Ward 1	1,462	99	7.26%	1,348	-15	-1.10%	1,401	38	2.79%
Ward 2	1,455	92	6.75%	1,369	6	0.44%	1,373	10	0.73%
Ward 3	1,374	11	0.81%	1,374	11	0.81%	1,374	11	0.81%
Ward 4	1,187	-176	-12.91%	1,345	-18	-1.32%	1,322	-41	-3.01%
Ward 5	1,276	-87	-6.38%	1,399	36	2.64%	1,399	36	2.64%
Ward 6	1,426	63	4.62%	1,345	-18	-1.32%	1,311	-52	-3.82%

Goal = 1,363

MINUTES FROM THE DECEMBER 9, 2021 JOINT BUDGET SESSION WITH FRANKLIN CITY COUNCIL AND
FRANKLIN CITY PUBLIC SCHOOLS

The Franklin City Council held a joint budget session with Franklin City Public Schools on December 9, 2021 at 6:00 p.m. in the S. P. Morton Media room located at 300 Morton Street, Franklin, Virginia 23851.

Council Members in Attendance: Frank Rabil, Mayor; Bobby Cutchins, Vice-Mayor; Councilman Linwood Johnson; Councilwoman Wynndolyn Copeland; Councilman Ray Smith and Councilman Gregory McLemore

Council Members not in Attendance: Councilman Mark R. Kitchen

Franklin City Public School Board Members in Attendance: Amy Phillips, Chairwoman; Robert Holt; Marchelle Williams; Carrie Johnson

Franklin City Public School Board Members not in Attendance: Jerry McCreary, Tonya Smith and Dr. Andrea Shelton

Franklin City Public School Board Staff in Attendance: Dr. Tamara Sterling, Superintendent; Jeff Ryder, Assistant Superintendent of Operations; Kyle Teague, Director of Operations and Tammy Moore, Executive Assistant, recording minutes

Staff in Attendance: Amanda Jarratt, City Manager

Call to Order

Mayor Frank Rabil called the December 9, 2021 joint budget session between Franklin City Council and Franklin City Public Schools to order at 6:15 p.m.

Chairwoman Amy Phillips called the December 9, 2021 joint budget session between Franklin City Council and Franklin City Public Schools to order at 6:15 p.m.

Amy Phillips, Chairwoman of the Franklin City School Board introduced Jeff Ryder, Assistant Superintendent of Operations to review the Franklin City Public Schools joint budget session power point presentation:

Background Information

The Franklin City Public Schools (FCPS) division is a component unit of the City.

The City Council and the school division school board meet twice to three times per year to agree upon the amount of appropriation the City approves for the upcoming fiscal year.

FY 2021 – Salary Increases

In order to attract more qualified employees, retain existing great employees and move the City's school division along the path to the goals set by the Board of Education, the school division instituted sweeping changes in FY 2021.

1. Increased Teacher Assistant starting salary from \$12,500.00 to \$15,550.00 per year.
2. Increased Bus Driver's hourly wage.
3. Increased Custodian's hourly wage to a minimum of \$12.00.
4. Increased Secretaries and Bookkeepers salaries by 5%.
5. Adjusted teacher salary schedule to be on par with Southampton County's.

*Despite all of these measures, Franklin City Public Schools has experienced a staffing shortage that has at times reached crisis levels in the beginning of the 2021 – 2022 school year, such as these listed below:

- The middle school had to close for a week in September due to lack of teachers.
- Most teachers have no planning periods as they have to cover for vacancies.
- Last year, FCPS 's average class size was 15 – 16 students, currently they have increased to 25 – 27 students.
- Every Principal and Assistant Principal has to teach at least one class per week to cover staffing issues.

Actions in Play in FY 2022 to Stem the Tide of Resignations and Retirements

- Instead of granting raises in pay which permanently saddles the division with higher wage costs in the future, FCPS will be paying out bi-annual retention stipends for the next two fiscal years.
- These stipends will be paid for out of the American Recovery Plan Act ESSR III grant.
- Recruitment bonuses will be paid out of the state RIPE grant, Federal Title II grant and a portion of the American Recovery Plan Act ESSR III grant.

Coronavirus State and Local Recovery Fund (CSLFRF)

- The Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) grant is a very narrowly defined, specifically target grant that only pays for improving ventilation related to the Coronavirus.
- This federal funding stream requires a 100% local match.
- The maximum amount of this grant available to FCPS is \$200,000.00 which requires \$200,000.00 of local funds to match.
- After much analysis of the allowable uses of this grant the division has centered the amount on the following:
 1. SPM cooling tower replacement, \$114,087.50 from grant and \$114,087.50 from local funds match.
 2. 14 UV light & MERV 13 filter air purifiers \$85,912.50 from grant and \$85,912.50 from local funds (four at each school with two spares).
 3. Total Project \$200,000.00 from grant and \$200,000.00 from local funds match.

School Division Priorities for FY 2023

- The school division rescinds its roll over request of \$577,200.00 for FY 2022.
- A one-time increase of \$200,00.00 in order to receive the full amount of the CSLFRF grant.
- An annual allocation increase to pay for one of the Versions listed in the teacher comparison.
- Any surpluses for FY 2022, 2023 and 2024 remain in the school division and not revert to the City so that the school division can cover the float on ESSR III grant.

Jeff Ryder, Assistant Superintendent of Operations, opened the floor for questions.

City Manager Amanda Jarratt stated for clarifying purposes, the budget amendment for \$577,200.00 is on the agenda for the City Council meeting that is scheduled for Monday, December 13, 2021. Are you saying that the FCPS will not be asking for these funds that was to pay for the bathroom renovations and they can remain with the City?

Assistant Superintendent Ryder answered yes, that FCPS had decided that they need to keep the funds as the Reserve Fund Balance in order to fund the federal dollars that are being spent. If FCPS extends itself, they will become too vulnerable.

Mayor Frank Rabil stated the bulk of the \$577,200.00 was to renovate the bathrooms. He added the bathrooms are renovated so you are saying that FCPS had vacancy savings in upwards of \$577,200.00?

Assistant Superintendent Ryder replied the renovations were not as expensive as anticipated and he added they were able to use some of the CARES grant funds.

Mayor Rabil stated he appreciated that but he thought that City Council had asked if the CARES grant funds could be spent on renovating the bathrooms and they were told no. He added he finds this curious.

Assistant Superintendent Ryder replied that FCPS found out after they had asked for the funds that the bathroom renovation would fall under the CARES grant requirements.

**MINUTES FROM THE DECEMBER 9, 2021 JOINT BUDGET SESSION WITH FRANKLIN CITY COUNCIL AND
FRANKLIN CITY PUBLIC SCHOOLS**

City Manager Jarratt stated the Budget Amendment would be taken off of the agenda for the City Council meeting that is scheduled for Monday, December 13, 2021.

Mayor Rabil asked for the total number of faculty and teacher vacancies.

Tamara Sterling, Superintendent of Franklin City Public Schools answered twenty vacancies.

Councilman Linwood Johnson asked where would the matching funds be coming from in the CSLFRF project and what type of grant was the CSLFRF grant.

Assistant Superintendent Ryder answered that would be a request for next year and if they can't get the local funds then the project will be get done.

Mayor Rabil asked for the most recent ADM number.

Assistant Superintendent answered the most recent average daily membership (ADM) number is 938.

**Franklin City Public Schools
Capital Improvement Plan**

Kyle, Director of Operations presented the following power point presentation regarding Franklin City Public Schools Capital Improvement Plan:

Franklin High School

<u>Description</u>	<u>Cost</u>	<u>Fiscal Year</u>
Modernize Electrical System	\$3,000,000.00	2022 – 2027
Modernize HVAC System	\$3,000,000.00	2022 – 2027
Parking Lot Paving	\$ 70,000.00	2022 – 2027
Roofing Replacements and Repairs	\$ 250,000.00	2022
Landscaping Redesign	\$ 20,500.00	2023
Mini-Split HVAC in Kitchen	\$ 30,000.00	2022
Auditorium Refurbishment	\$ 75,000.00	2022
Mini-Blind Replacement	\$ 30,000.00	2023
Refinish Breezeways	\$ 20,000.00	2024
Structural Assessment and Repair	\$ 2,000,000.00	2024
IT Control Storage	\$ 1,200,000.00	2024
Flooring Replacement	\$ 1,200,000.00	2024
Greenhouse Project	\$ 500,000.00	2025
Header / Trim Repairs	\$ 65,000.00	2025
Sidewalk Replacement	\$ 200,000.00	2024
Security Door Replacement	\$ 560,000.00	2025
Kitchen Upgrade	\$ 100,000.00	2025 – 2026
FHS Total	\$12,320,500.00	

MINUTES FROM THE DECEMBER 9, 2021 JOINT BUDGET SESSION WITH FRANKLIN CITY COUNCIL AND
FRANKLIN CITY PUBLIC SCHOOLS

S. P. Morton Elementary

<u>Description</u>	<u>Cost</u>	<u>Fiscal Year</u>
Modernize Electrical System	\$3,000,000.00	2022 – 2027
Modernize HVAC System	\$3,000,000.00	2022 – 2027
Parking Lot Paving	\$ 30,000.00	2023
Roofing Replacements and Repairs	\$ 250,000.00	2022
Mini-Split HVAC in Kitchen	\$ 30,000.00	2022
Sidewalk Replacement	\$ 200,000.00	2023
Window Repair	\$ 750,000.00	2023
Structural Assessment and Repair	\$ 2,300,000.00	2023
Playground Remodel	\$ 350,000.00	2023
Security Door Replacement	\$ 560,000.00	2025
Flooring Replacement	\$ 1,200,000.00	2025
Kitchen Upgrade	\$ 100,000.00	2025 – 2026
SPM Total	\$11,770,000.00	

J. P. King Middle School

<u>Description</u>	<u>Cost</u>	<u>Fiscal Year</u>
Modernize Electrical System	\$3,000,000.00	2022 – 2027
Modernize HVAC System	\$3,000,000.00	2022 – 2027
Parking Lo Paving	\$ 90,000.00	2022 – 2027
Roof Replacements and Repairs	\$ 250,000.00	2022
Plumbing Repairs and Replacement	\$ 780,000.00	2022
Modular Building Replacement	\$1,000,000.00	2022
Auditorium Duct Cleaning and Repair	\$ 25,000.00	2022
Mini-Split HVAC in Kitchen	\$ 30,000.00	2022
Kitchen Upgrades	\$ 100,000.00	2023 – 2025
Security Door Replacement	\$ 560,000.00	2024
Flooring Replacement	\$ 780,000.00	2025
Structural Assessment and Repair	\$1,200,000.00	2025
JPK Total	\$10,815,000.00	

Electrical Modernization Project

Why is it needed:

- All FCPS facilities are on 480 / 277 volt wiring, systems which were designed for lower load commercial and industrial applications.
- The electrical wiring at each facility is not designed to handle the needs of a modern educational facility.
- School electrical systems are at peak load at all facilities. This causes breakers to trip. These incidents put a strain on operations and can damage sensitive equipment.

Which Schools: All facilities
Cost of Project: \$9,000,000.00
FY 2022 -2027
Estimated time of completion 2 – 5 years

HVAC Modernization Project

Why is it needed:

- All FCPS facilities are on non-centralized air conditioning systems which are being utilized well past recommended service life.
- Modern air conditioning systems and duct work can monitor and control humidity and particulates more efficiently, leading to better indoor air quality.
- With regular maintenance, new systems can add 15 – 25 more years of potential service life to a building.

Which Schools: All facilities
Cost of Project: \$9,000,000.00
FY 2022 – 2027
Estimated time of completion: 2 – 5 years

Roof Repairs / Replacements

Why it is needed:

- Various FCPS facilities have numerous roof membranes that have failed and / or are beyond their service life.
- Failed roof membranes can leak, leading to structural damage and unsafe building conditions requiring immediate remediation.

Which Schools: All facilities
Cost of Project: \$750,000.00
FY – 2022
Estimated time of completion: 1 – 2 years

Structural Assessment Project

Why it is needed:

- To fully assess the future capital needs of the district from a structural engineering perspective, and address structural issues already known.
- Many of the district's buildings are at or near the end of their recommended service life.
- Step cracks, foundation issues and other problems have been noted and need repair. This project would address these problems and find any yet unseen issues.
- Critical project for health and safety of any and all building occupants.

Which Schools: All facilities
Cost of Project: \$5,500,000.00
FY – 2023 – 2025
Estimated time of completion: 6 – 12 months

FHS – Landscaping Redesign

Why it is needed:

- Franklin High School’s landscaping requires design for any security, pest-control, and aesthetic purposes.
- Redesigned landscape will focus on Virginia Department of Education (VDOE) recommended guidelines for landscaping to promote safety, health and community inclusion.
- FHS is becoming host to more and more community events.

Which Schools: Franklin High School
Cost of Project: \$20,500.00
FY – 2023
Estimated time of completion: 9 months

Mini-Split Kitchen HVAC Project

Why it is needed:

- Kitchen facilities at all schools do not have air conditioning.
- Mini-Split systems provide sustainable and cost-effective solution for unique space such as kitchens.
- Promotes health and safety in kitchen operations.

Which Schools: All facilities
Cost of Project: \$90,000.00
FY – 2022
Estimated time of completion: 3 – 6 months

FHS Auditorium Renovation

Why it is needed:

- FHS auditorium seating is damaged, aged and worn past useful service life.
- New furniture to promote cleanliness and safety.
- Improved venue quality for events.

Which Schools: FHS
Cost of Project: \$75,000.00
FY – 2022
Estimated time of completion: 3 – 6 months

FHS Mini-Blinds Replacement

Why it is needed:

- Mini-blinds throughout facility damaged and in bad state of repair.
- Like-for-like parts not available, necessitating complete replacement of current blinds.
- New blinds will promote additional safety and security for the facility.

Which Schools: FHS
Cost of Project: \$30,000.00
FY – 2023
Estimated time of completion: 1 – 3 months

Security Door Project

Why it is needed:

- Exterior and interior security doors, as well as frames and hardware throughout all facilities are failing and / or at end of useful service life.
- Certain hardware can no longer be fitted to existing doors as they have been refitted too many times.
- Many of these doors are 30+ years old, and others are original to the buildings they occupy.
- New doors promote safety and security.

Which Schools: All facilities
Cost of Project: \$1,680,000.00
FY – 2025
Estimated time of completion: 2 – 6 months

Sidewalk Repair

Why is it needed?

- Various kitchen equipment and facilities layouts require updates to enable more efficient and safe operation.
- Many facilities not fully retrofitted to handle new equipment will enhance kitchen safety and operations.

Which Schools: FHS & SPM
Cost of Project: \$400,000.00
FY 2023 – 2024
Estimated time of completion: 7 – 18 months

Window Repairs

Why is it needed:

- Various windows throughout facility have failing trim, seals and frames.
- These failures points allow for water to intrude into building.
- Will assist with pest control and health and safety concerns.

Which Schools:	SPM
Cost of Project:	\$750,000.00
FY 2023 – 2024	FY 2023 – 2024
Estimated time of Completion:	4 – 9 months

Flooring Replacements

Why is it needed:

- Various flooring surfaces and materials are uneven due to structural failings.
- Various flooring materials past recommended useful life.
- After aforementioned structural repairs are completed, flooring should be addressed to promote a safe environment in good repair.

Which Schools:	All facilities
Cost of Project:	\$3,180,000.00
FY 2025 – 2027	
Estimated time of completion:	1.5 – 2.5 Years

Parking Lot Repairs / Repaving

Why it is needed:

- Parking lot asphalt at all facilities has begun spalling, and is fully oxidized and well past its service life in several spots.
- Necessary repair to address health and safety concerns.

Which Schools:	All facilities
Cost of Project:	\$190,000.00
FY 2022 – 2027	
Estimated time of completion:	1 – 3 months

Greenhouse Restoration Project

Why it is needed:

- FHS greenhouse requires renovation to be operational. Currently unable to be utilized.
- New greenhouse facility will allow horticultural and culinary learning program opportunities.

Which Schools: All facilities
Cost of Project: \$500,000.00
FY 2025
Estimated time of completion 3 – 6 months

FHS Breezeway & Header Redesign

Why it is needed:

- IT department currently lacks a centralized location to store the equipment it uses to serve the district.
- Centralized IT storage and services building will allow for faster response, higher security, and more detailed inventory catalogue process.

Which Schools: FHS
Cost of Project: \$1,200,000.00
FY 2024
Estimated time of completion: 8 – 12 months

SPM Playground Redesign

Why it is needed:

- Current playground equipment is aged and past its useful service life.
- Many pieces of equipment missing pieces that can no longer be procured.
- New equipment promotes health and safety during recreational student hours.

Which Schools: SPM
Cost of Project: \$350,000.00
FY 2023
Estimated time of completion: 8 – 12 months

Director Teague opened the floor for questions.

MINUTES FROM THE DECEMBER 9, 2021 JOINT BUDGET SESSION WITH FRANKLIN CITY COUNCIL AND
FRANKLIN CITY PUBLIC SCHOOLS

Councilman Ray Smith asked why would the City spend \$34,000,000.00 on three aged buildings when the City could build a new one for \$25,000,000.00. He added this plan is spread out for five years and at the end of five years the buildings are five years older. Councilman Smith stated he does not see a common sense approach to this plan at all.

Councilman Gregory McLemore stated he had a question regarding structural assessment, the concrete is graded to last a 100 years. These schools are not 100 years old, why is this part of the plan.

Director Teague answered the recommended maximum service life is estimated at 100 years, but the City of Franklin has a unique water table and soil disposition which is one of the reasons why it floods here which causes foundation settling issues.

Councilman McLemore stated he does not remember the school locations flooding and then asked how were the prices assessed, were there bids sent out?

Director Teague answered these are exploratory figures, he expects the bids to come in lower but would not be surprised with the current labor market for some to come as explored.

Councilman McLemore expressed his concern on the renovated bathrooms and water fountains not being completely touchless.

Councilman Linwood Johnson asked if it was economically feasible to spend money in renovating the existing schools versus building a new school.

Amy Phillips, Chairwoman for the Franklin City Public School Board stated she agrees but was not sure about combining three schools into one.

Councilman Robert (Bobby) Cutchins stated it's a common sense approach how can one keep throw money at something that is declining, the whole country is declining. The shortage of teachers is no different than what the whole country is going through currently. Councilman Cutchins added the school has to reduce cost wherever they can to make this work. It is time to take action and prepare for the children and the teachers. The school board needs to come up with a plan to bring to City Council.

Mayor Frank Rabil stated that City Council has repeatedly asked for a Capital Improvement Plan for several years. He applauded them for finally supplying one and it is on the high side. The City would have to borrow the funds, not to say that the City doesn't need to start working on a borrowing plan.

Chairwoman Phillips asked if City Council was asking for a cost estimate for what it would cost to build a new school in comparison to what was included in the Capital Improvement Plan.

Mayor Rabil answered yes, but with the declining enrollment; we need to look at a smarter way on how to approach future education. He added the City of Franklin needs to find diverse ways to generate revenue.

Joint Session

Background Information

Jeff Ryder, Assistant Superintendent of Operations presented the following:

ESSR III is the latest and largest round of funding to come out of the federal government to help transition through the coronavirus pandemic.

FCPS's allocation is \$5,736,287.83.

Unlike the prior four streams of funding, this stream (5) requires an initial public hearing and public comment every six months thereafter.

ESSR III Key Dates

1. Grant was awarded April 30, 2021.
2. Safe return Plan was due to VDOE May 30, 2021 (Complete).
3. Finance Committee approves Public Hearing content July 13, 2021.
4. Public Hearing July 15, 2021.
5. ARPA ESSR III Plan due to VDOE by July 30, 2021.
6. ESSR III Application due to VDOE by September 1, 2021.
7. ESSR III Application approved November 5, 2021.

ESSR III Crucial distinction between it and all prior plans:

ESSR III funds can be spent concurrently with all other funding streams. We do not have to spend all of ESSR I or II before starting on III.

**American Rescue Plan Act
Elementary and Secondary School Emergency Relief (ESSR) III Fund**

The American Rescue Plan (ARP) Act was signed into law in March 2021. ARP Act Elementary and Secondary School Emergency Relief (ESSER) III uses of funds include all allowable uses of funds specified under ESSER I and ESSER II. In addition, the ARP Act requires that twenty percent of a division's formula funds be reserved to address learning loss. The full list of required and allowable uses of funds specified under Section 2001 (e) of the ARP Act is below.:

Allowable Uses of Funds

1. Not less than twenty percent of each division's formula funds must be reserved to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs, ensuring that such interventions respond to students' academic, social, and emotional needs and address the disproportionate impact of the coronavirus on the student subgroups described in section 1111 (b) (2) (B) (xi) of the Elementary and Secondary Education Act of 1965, students experiencing homelessness, and children and youth in foster care;
2. Activities authorized by the Elementary and Secondary Education Act (ESEA), the Individuals with Disabilities Education Act (IDEA), the Adult Education and Family Literacy Act (AEFLA), and the Carl D. Perkins Career and Technical Education Act (Perkins);
3. Coordination of LEA preparedness and response efforts to improve coordinated responses with other agencies to prevent, prepare for, and respond to coronavirus;
4. Providing principals and other school leaders with the resources necessary to address school needs;
5. Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population;
6. Developing and implementing procedures and systems to improve LEA preparedness and response efforts;
7. Training and professional development for LEA staff on sanitation and minimizing the spread of infectious diseases;
8. Purchasing supplies to sanitize and clean LEA facilities;
9. Planning for and coordinating during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance on IDEA requirements, and ensuring other educational services can continue to be provided consistent with all applicable requirements;
10. Purchasing educational technology (including hardware, software, and connectivity) for students served by the LEA that aids in regular and substantive educational interactions between students and their classroom teachers, including low-income students and children with disabilities, which may include assistive technology or adaptive equipment;
11. Providing mental health services and supports, including through the implementation of evidence-based full-service community schools;

12. Planning and implementing activities related to summer learning and supplemental afterschool programs, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, children with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care;
13. Addressing learning loss among students, including low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care, of the local educational agency, including by: There are fifty students homeless;
 - Administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting student's academic needs, including through differentiated instruction;
 - Implementing evidence-based activities to meet the comprehensive needs of students;
 - Providing information and assistance to parents and families on how they can effectively support students, including in a distance learning environment; and
 - Tracking student attendance and improving student engagement in distance education;
14. School facility repairs and improvements to enable operation of schools to reduce and risk of virus transmission and exposure to environmental health hazards, and to support student health needs;
15. Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and non-mechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans control systems, and window and door repair and replacement; and
16. Other activities that are necessary to maintain operations and continuity of services and continuing to employ existing staff.

Assistant Superintendent Ryder opened the floor for comments or questions:

Adjournment

Being there were no comments or questions Mayor Frank Rabil adjourned the December 9, 2021 Joint Budget session with Franklin City Public Schools at 7:40 p.m.

Amy Phillips, Chairwoman of Franklin City Public Schools adjourned the December 9, 2021 Joint Budget session with Franklin City Public Schools at 7:40 p.m.

Mayor

Clerk to City Council

The Franklin City Council held a Regular City Council Meeting on December 13, 2021 at 7:00 p.m. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Frank Rabil, Mayor; Robert (Bobby) Cutchins, Vice-Mayor; Councilman Linwood Johnson; Councilman Mark R. Kitchen; Councilwoman Wynndolyn Copeland; Councilman Ray Smith and Councilman Gregory McLemore

Staff in Attendance: Amanda Jarratt, City Manager

Closed Session

Call to Order

Mayor Frank Rabil called the December 13, 2021 closed session meeting to order at 6:00 p.m.

Late Arrival

Councilman Linwood Johnson arrived at 6:01 p.m.

Mayor Frank Rabil entertained a motion to go into Closed Session.

Motion Upon Returning to Open Session

Councilman Mark R. Kitchen moved that the City of Franklin, Virginia City Council certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on December 13, 2021; (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (iii) no action was taken in closed meeting regarding the items discussed.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The motion carried the vote by 6-1.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Robert (Bobby) Cutchins	AYE
Councilman Linwood Johnson	AYE
Councilman Mark R. Kitchen	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Ray Smith	AYE
Councilman Gregory McLemore	ABSTAIN

Mayor Frank Rabil stated that the motion passed unanimously.

Other Staff in Attendance: Steve Patterson, Chief of Franklin City Police Department; Vernie Francis, III, Chief of Emergency Services; Chad Edwards, Director of Public Works; Zachary Wright Director of Power & Light; Dinah Babb, Treasurer; Brenda Rickman, Commissioner of the Revenue, Natalie Rountree, Director of Community Development; Sammara Green-Bailey, Director of Public Works; Darlene Wilkerson, Administrative Assistant for Public Works and Joey Smith, Building Maintenance Technician

Call to Order

Mayor Frank Rabil called the December 13, 2021 meeting to order at 7:00 p.m.

Citizen’s Time

There were no speakers for Citizen’s Time.

Amendments to Agenda

Mayor Frank Rabil asked if there were any amendments to the agenda.

There were no amendments to the agenda.

Consent Agenda

Approval of November 22, 2021 Minutes

Mayor Frank Rabil asked if there were any additions or corrections to the minutes from the November 22, 2021 regular City Council meeting.

Hearing no additions or corrections to the minutes from the November 22, 2021 regular City Council meeting, Mayor Frank Rabil entertained a motion of approval.

Councilman Linwood Johnson made a motion to approve the minutes from the November 22, 2021 regular City Council meeting. The motion was seconded by Councilman Mark R. Kitchen.

The motion carried the vote by 6-1.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Robert (Bobby) Cutchins	AYE
Councilman Linwood Johnson	AYE
Councilman Mark R. Kitchen	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Ray Smith	AYE
Councilman Gregory McLemore	ABSTAIN

Mayor Frank Rabil stated that the motion passed unanimously.

Introduction of New Employees

Public Works

City Manager Amanda Jarratt called Chad Edwards, to introduce him as the new Director of Public Works.

Police Department

City Manager Amanda Jarratt called Steve Patterson, Chief of Franklin City Police Department to come forward and introduce the following new employees:

Juwon Thomas – Police Officer

Roasia Knight – Part-Time Communications Officer

Recognition of STAR Performers

City Manager Amanda Jarratt called Chad Edwards, Director of Public Works to come forward and introduce the following nominees for the STAR Performer Award:

Darlene Wilkerson, Administrative Assistant for Public Works

Joey Smith – Building Maintenance Technician

Resolution #2021-28 in Honor of the Service of Brenda Rickman Commissioner of the Revenue

Mayor Frank Rabil asked Vice-Mayor Robert (Bobby) Cutchins to read Resolution #2021-28 In Honor of the Service of Brenda Rickman Commissioner of the Revenue.

Mayor Frank Rabil entertained a motion to approve Resolution #2021-21.

Vice-Mayor Robert (Bobby) Cutchins made motion to approve Resolution #2021-28. The motion was seconded by Councilman Gregory McLemore.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

See Attached Resolution:



Resolution #2021-28

Resolution of Appreciation

To

Brenda B. Rickman

WHEREAS, The City of Franklin would like to recognize the retirement of Brenda B. Rickman, who has served the City of Franklin for forty-six years; and

WHEREAS, Mrs. Rickman started her career with the City of Franklin as a clerk with the Treasurer’s office for two years, then a deputy with the Commissioner of the Revenue for five years. In January of 1983 she was appointed as the Commissioner of the Revenue, and has been re-elected ten times; and

WHEREAS, Brenda B. Rickman was elected as the Local Government Official Conference Chairman in 1991, where she represented the Commissioners of the Revenue Association. She also served as the Secretary to the Commissioner of the Revenue Association from 1991 to 1995; and served on the Commissioner of the Revenue Executive Board from 1991 to 2002 and President of the Commissioner of the Revenue’s Association in 2001; and

WHEREAS, Brenda B. Rickman was certified as Commissioner of the Revenue in November of 1991 and Master Commissioner of the Revenue in July of 2003; and

WHEREAS, Commissioner Rickman received the Sam T. Barfield Award of Excellence in 2016 and Office Accreditation in 2019, 2020 and 2021; and

WHEREAS, she has maintained a high level of professionalism that has gained her great respect with her staff, City officials, and surrounding agencies. Her warm personal demeanor has facilitated many accomplishments and has earned for her the respect of her peers; and

WHEREAS, the City of Franklin commends Brenda B. Rickman for her generous and devoted service to this City and wishes her well in all her future endeavors.

NOW, THEREFORE, BE IT RESOLVED, that the Franklin City Council Honors the Exceptional Service of Brenda B. Rickman.

AND, BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of this meeting of the Franklin City Council as visible evidence of the high esteem in which this Council and the citizens of the City of Franklin hold Brenda B. Rickman thereby forever preserving and recording its gratitude.

December 13, 2021

Mayor Frank Rabil

Financial Matters

Public Hearing Franklin City Public Schools (ESSER) Funding

Mayor Frank Rabil called Amy Phillips, Chairwoman of the Franklin City Public School Board to come forward and give the following overview of the ESSR III Act:

There have been several strains of Cares Grant funding the schools have received in the last year due to the COVID-19 pandemic. The latest being the American Rescue Plan Act which is the ESSR III fund which was announced in March 2021. The school division's application was submitted and approved on November 5, 2021. The school division's award was \$5,736,288.00. This grant is outlined specifically how it is to be spent. A public hearing is required in order to receive public comment on how the community feels about the way the schools will be spending these funds.

Mayor Frank Rabil opened the public hearing for public comment.

Hearing no comments, Mayor Rabil closed the public hearing.

Budget Amendment #2022-8

City Manager Amanda Jarratt stated Budget Amendment #2022-8 was to amend the 2021 – 2022 City Budget by:

1. Recognize the School's supplemental appropriations of Federal, State, local and grant revenues in the amount \$6,815,088.00 and to appropriate for use.

City Manager Amanda Jarratt stated that the Franklin City Public Schools would be resending their request of \$577,200.00 in Budget Amendment #2022-8. Franklin City Council only needed to consider request 1 in Budget Amendment #2022-8.

Mayor Frank Rabil entertained a motion of approval for Budget Amendment #2022-8.

Councilman Linwood Johnson made a motion to approve Budget Amendment #2022-8. The motion was seconded by Councilman Mark R. Kitchen.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

Budget Amendment #2022-9

City Manager Amanda Jarratt stated Budget Amendment #2022-9 was to amend the 2021 – 2022 City Budget by:

1. Appropriate COVID-19 ARPA SLRF Municipal Utility Assistance Program funds in the amount of \$135,226.00 to residential customers with arrearages greater than sixty days at August 31, 2021 and have not paid such arrearage balance off at time of disbursement of assistance funds.
2. Recognize grant revenues from the Litter Prevention and Recycling Program in the amount of \$7,981.00 and to appropriate such revenue for new use.

Mayor Frank Rabil entertained a motion of approval for Budget Amendment #2022-9.

Councilman Linwood Johnson made a motion to approve Budget Amendment #2022-9. The motion was seconded by Councilman Mark R. Kitchen.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

Presentation of Tax Delinquencies

City Manager Amanda Jarratt called Dinah Babb, Treasurer of the City of Franklin to come forward and review the following:

City Treasurer's 2021 Annual Report

- The delinquent tax amount for the City of Franklin as of November 30, 2021 is \$389,405.92. This amount reflects tax years 2019 and older for all taxes owed to the City. The last collection report dated November 30, 2020 was reported with delinquencies of \$428,376.58. This is a reduction of \$38,976.66 along with adding the 2019 tax year.

Real Estate

- As of November 30, 2021 there is \$139,389.86 in delinquent Real Estate taxes for the years 2003-2019. The delinquencies consist of 59 residential, 8 multi-family, 13 commercial and 1 tax exempt for a total of 81 properties. The cumulative collection rate for these tax years is 99.83%. The Treasurer's office continues to work with citizens who have become delinquent with payment plans prior to collection actions. We currently have 10 taxpayers on monthly payment plans. The office will research taxpayers through the Virginia Employment Commission (VEC) for employment information and attach a lien against their place of employment based on the Code of Virginia 58.1 – 3919.
- The Treasurer's office continues to work with Jason A. Dunn, PLC (Tax Attorney), located in Virginia Beach to assist in selling properties who meet the requirements for a tax sale based on the Code of Virginia, 58.1 – 3965. There are currently 51 properties being worked by Mr. Dunn's firm.
- Prior to properties being sold at a tax sale, Mr. Dunn's firm will enter into a payment plan with the taxpayer must stay current on the plan and pay all current taxes by the due date.
- Due to the pandemic we were unable to have a tax sale in 2020. We monitored how things were going in 2021 and opted to have a hybrid (online and in person) tax sale. We had 8 properties finalized to go to sale. Prior to the sale 2 properties were paid in full and pulled from the sale. The auction held in 2021 brought enough money to pay all the delinquent taxes as well as the attorney's fees and auctioneer's fees.
- After the courts approve the highest bid, funds are disbursed to the City. If there are additional funds remaining and the property owner owes other monies to the City, I can then request for those funds to satisfy the other delinquencies. Any remaining funds is sent to the clerk's office for a period of two years. If no one claims the funds the courts return the unclaimed fund to the City after two years.
- For RE2020 tax year, of the 5.5 million budgeted, we have \$114,656.01 uncollected, showing a 98.8% collection rate as of November 30, 2021. Any payments paid on delinquent real estate is applied to the oldest tax first.

Personal Property

- As of November 30, 2021 this is \$249,821.33 in delinquent personal property taxes for tax years 2014 – 2019. The cumulative collection rate for these years is 98%. Due to the pandemic there was a delay in adding DMV Stops to delinquent vehicles due to the DMV offices being closed to the public and later having to make appointments to be able to handle business. We have resumed adding DMV Stops to delinquent personal property taxes. We continue to work with taxpayers on monthly payment plans. Plans are usually made so that their taxes are satisfied prior to being able to make a new payment plan. We still have not resumed doing any vehicle seizures for delinquent taxes.
- For PP2020 tax year, of the 2.8 million budgeted, we have \$126,511.64 uncollected, showing a 94% collection rate as of November 30, 2021. With the Edmunds Software, we are able to add the DMV Stop fees at the time of placing the Stop which causes the delinquent amount to be increased. This also applies to all delinquent tax years.

- Due to the Statute of Limitations as per Code of Virginia 58.1 – 3040, I will be requesting City Council to approve charging off personal property tax year 2014 in the amount of \$20,352.11. Based on years of collection attempts, I deem these accounts uncollectable.

Meals and Lodging

- Currently there are no delinquent Meals Taxes filed with the Commissioner of the Revenue's Office.
- Currently there are no delinquent Lodging Taxes filed with the Commissioner of the Revenue's Office.

Business License

- As of November 30, 2021 there are two delinquent business license in the amount of \$194.73. These two businesses are no longer in operation and the owners have not been located. We continue to use all treasurer's tools to locate the owners.

Additional Information

- The Treasurer's Office continues to use multiple collection tools allowed by the Code of Virginia 58.1. Listed below are a few tools used:
 - ✓ DMV Stop
 - ✓ Debt Set Off
 - ✓ Wage Lien
 - ✓ Virginia Auction Co. – Vehicle Seizure – Distress Warrant
 - ✓ Tax Sale – Judicial and Non-Judicial
 - ✓ Payment Plans
 - ✓ Unclaimed Property

Treasurer's Office News

- Collection Percentage Rate for the Office:
 - ✓ Cumulative Percentage for Real Estate for 2003 -2019 is 99.8%.
 - ✓ Cumulative Percentage for Personal Property for 2014 – 2019 is 98%.

The Treasurer's Association of Virginia was able to hold the Annual Conference for 2021 in Harrisonburg, Virginia. We held a Hybrid event as many localities still had a ban on travel. At the conference I was sworn in as President-Elect and will be hosting the 2022 Annual Conference in Virginia Beach in June 2022 where I will be sworn in as President of the Treasurer's Association.
- The Treasurer's Office has contributed 363 nonperishable items to Franklin Cooperative Ministry this year. Our goal was to contribute 300 in which we exceeded our goal. Our pledge is to continue this support for 2022.
- The Staff in the Treasurer's office work hard to service the Citizens of Franklin to the best of their ability. Thelma Picot was awarded the Star Performer Award for her Customer Service Skills. She as well as the entire staff are dedicated to their position and do a great job for the City.

Presentation of Tax Write Offs

Dinah Babb, Franklin City Treasurer presented a list of delinquent Personal Property for Tax Year 2014 that is deemed uncollectable due to the statute of limitations in the Virginia State Code 58.1 – 3940. The Statute

of limitations restricts the office from actively placing any collections on the accounts that are on the list. Treasurer Babb recommended that \$20,352.11 of delinquent personal property for tax year 2014 be charged off.

Mayor Frank Rabil entertained a motion to charge off uncollectable personal property taxes from the year of 2014 in the amount of \$20,352.11.

Councilwoman Wynndolyn Copeland made a motion to charge off uncollectable personal property taxes from the year of 2014 in the amount of \$20,352.11. The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

Old / New Business

Resolution Moving Elections from May to November

City Manager Amanda Jarratt stated during the First Special Session in 2021, the General Assembly passed and the Governor signed the Senate Bill 1157 requiring City and Town governing bodies to pass an ordinance moving May elections for Mayor, governing bodies, and school boards to November. She added Franklin City Council is required to adopt a resolution stating the above and the resolution has been reviewed by the City of Franklin's legal team.

Mayor Frank Rabil entertained a motion to adopt the resolution as presented.

Councilman Linwood Johnson made a motion to adopt the resolution as presented. The motion was seconded by Vice-Mayor Robert (Bobby) Cutchins.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

See Attached Resolution:

AN ORDINANCE TO ESTABLISH ELECTIONS AT THE TIME OF THE NOVEMBER GENERAL ELECTION

WHEREAS, Virginia Code § 15.2-1400 recently was amended to require that all city elections be held on at the time of the November general election with terms to begin on January 1 of the succeeding year, notwithstanding any other Code provisions or Charter provisions to the contrary; and

WHEREAS, the elections for the City of Franklin City Council members and for Mayor heretofore have been held in May of each year for terms to begin on the succeeding July 1; and

WHEREAS, in accordance with the recent amendment to Va. Code § 15.2-1400, the City of Franklin City Council wishes to adopt this Ordinance to establish that all elections on or after January 1, 2022 be held at the time of the November general election for terms to begin on the succeeding January 1.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Franklin, Virginia as follows:

1. That notwithstanding any provision of the City Charter to the contrary, for any election held after January 1, 2022, elections of the Mayor and members of the City Council shall be held at the time of the November general election for terms to commence on the succeeding January 1. The inaugural meeting of a newly elected council shall take place on the date of the first regularly scheduled meeting of the City Council in the month of January following the November election.
2. That no term of any mayor or a member of City Council shall be shortened in implementing this change to the November election date. The Mayor and members of the City Council who were elected at a May general election and whose terms are set to expire as of June 30 shall continue in office until their successors' terms commence on the January 1 following their election at the November general election.

3. That this ordinance shall be effective on and after January 1, 2022.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA ON DECEMBER 13, 2021.

ATTEST:

_____, Mayor

_____, Clerk

Camp Community College Memorandum of Understanding

City Manager Amanda Jarratt stated in August of 2019 Franklin City Council entered into a Memorandum of Understanding with Camp Community College regarding a shared employee and the use and maintenance of the athletic fields located at Armory Field. Dr. Lufkin has departed and Dr. Corey McCray has been appointed to the permanent position. The use of one of the buildings has been added to the attached Memorandum of Understanding. All other terms and conditions remain the same.

Mayor Frank Rabil entertained a motion to provide authorization to City Manager Amanda Jarratt to execute the updated Camp Community College Memorandum of Understanding.

Councilman Linwood Johnson made a motion to authorize City Manager Amanda Jarratt to execute the updated Camp Community College Memorandum of Understanding. The motion was seconded by Councilman Mark R. Kitchen.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

See Attached Memorandum of Understanding:

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE CITY OF FRANKLIN, VIRGINIA
AND
PAUL D. CAMP COMMUNITY COLLEGE

This MEMORANDUM OF UNDERSTANDING (hereinafter the “MOU”) is entered into this ___ day of December 2021, by and between the CITY OF FRANKLIN, a political subdivision of the Commonwealth of Virginia (hereinafter the “City”) and PAUL D. CAMP COMMUNITY COLLEGE, ON BEHALF OF THE STATE BOARD FOR COMMUNITY COLLEGES (“hereinafter “PDCCC”). The City and PDCCC may hereinafter be referred to jointly as the “Parties”.

WHEREAS, the Parties have a common interest in promoting athletic activities in the City of Franklin;

WHEREAS, the Parties desire to reach an agreement as to the use, cost and maintenance of the athletic fields at the Armory Athletic Complex (the “Complex”) owned by the City commonly known as Armory Drive Recreational Park in the City of Franklin, Virginia;

WHEREAS, PDCCC wishes to utilize the Athletic fields and facilities at the Armory Athletic Complex for PDCCC’s softball, football, soccer and baseball athletic programs; and

WHEREAS, PDCCC wishes to provide maintenance of the Complex for the benefit of the City and PDCCC and the City desires to reimburse PDCCC for a portion of the costs therefor; and

NOW, THEREFORE, in consideration of the premises and mutual covenants and restrictions herein contained, the Parties agree as follows:

1. PDCCC shall be allowed to use the athletic fields and other facilities at the Armory Athletic Complex, including the football field (which also serves as a soccer field and a baseball field) and is adjacent to the football and softball field. The areas covered by this MOU are shown on the attached plans. PDCCC will be permitted to utilize the City maintenance building located within the Armory complex, including without limitation the restrooms, and PDCCC will also be permitted to use the metal

building located in the Armory parking lot, for PDCCC's athletic programs. For all students using the metal building, PDCCC will provide signed liability waivers by each student.

2. PDCCC shall provide all grounds maintenance and lawn care for the Athletic fields which may include but are not limited to such items as fertilization, seeding, aeration, field grading and top-dressing infield/outfield as well as mowing the grass and weed control as needed.

3. PDCCC will provide daily custodial maintenance of the adjacent metal building. All other expenses associated with the building will be the responsibility of the City.

4. PDCCC will coordinate scheduling its games and practices at the Athletic fields with the City's Parks & Recreation Department.

5. PDCCC will provide quarterly invoices to the City within ten (10) days of the end of each quarter for the maintenance service and employment of a part-time employee (29 hours/week) for field maintenance.

6. City will be responsible for paying half the cost of the part-time employee for field maintenance and pay each quarterly invoice within thirty (30) days of receipt of PDCCC's invoice by the City.

7. City shall be responsible for purchasing materials and supplies associated with the maintenance of the athletic fields. All other expenses associated with the Complex will be the responsibility of the City.

8. City shall allow PDCCC to use all City equipment located at Complex for field maintenance.

9. City shall provide PDCCC access to and use of all Athletic fields and facilities at the Armory Athletic Complex which include without limitation the Baseball Field at 100 N. College Drive and the Softball Field at 920 Armory Drive Franklin, VA within the facilities schedule established by Franklin Parks & Recreation.

10. The Parties acknowledge and agree that each party shall be responsible for its own acts and omissions, and for those of its respective officers, employees, and students related to use and maintenance of the Complex and the athletic fields and building.

11. The covenants and restrictions contained herein shall apply to and bind the Parties and their heirs, representative, successors and permitted assigns.

12. The terms of this MOU will remain in effect until terminated by any Party. Termination may only occur after providing ninety (90) days written notice to the other Party.

13. The Parties agree that this MOU shall be deemed to have been made in Virginia and that the validity and construction of this MOU shall be covered by the laws of the Commonwealth of Virginia. The Parties further agree that any legal action or proceeding arising out of this MOU shall be commenced and tried in the Circuit Court of Southampton County.

(Remainder of page intentionally blank. Signature page follows.)

IN WITNESS WHEREOF, the Parties hereby have executed this MOU on the date first listed above.

CITY OF FRANKLIN

By: _____

PAUL D. CAMP COMMUNITY COLLEGE

By: _____

Opioid Settlement Agreement

City Manager Amanda Jarratt stated after years of negotiation there have been two nationwide settlement agreements that would resolve all opioid litigation brought by various states and local political subdivisions against the three largest pharmaceutical distributors, McKesson, Cardinal Health and AmerisourceBergen, Janssen Pharmaceuticals, Inc. and its parent company Johnson and Johnson.

The Commonwealth of Virginia is participating state, and all settlement funding will flow to localities through direct appropriations and through the Opioid Abatement Authority. Both litigating and non-litigating localities can receive distribution if they enter into a Memorandum of Understanding and the Settlement Agreement.

The Memorandum of Understanding was approved at the October City Council meeting. The Settlement Participation Form must be executed and uploaded no later than January 2, 2022.

City Manager Jarratt added the City of Franklin's legal representation has reviewed the Settlement Participation Form and Vivian Seay-Giles of Sands Anderson which is the City of Franklin's legal representation stated that City Council need to authorize City Manager Amanda Jarratt to execute two separate settlements which the terms are identical and are in the one enclosed document.

Mayor Frank Rabil entertained a motion to authorize City Manager Amanda Jarratt to execute both Settlement Participation Forms.

Councilman Mark R. Kitchen made a motion to authorize City Manager Amanda Jarratt to execute both Settlement Participation Forms. The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

City Manager's Report

City Manager Amanda Jarratt gave the following updates:

General Updates

- In regards to the COVID-19 pandemic the City of Franklin is averaging three new cases of the virus a day, so the numbers are going up. Staff continues to work with local, regional, and state partners to battle the impacts of COVID-19 and provide testing and vaccinations throughout the City.
- There will be a vaccine clinic on December 16, 2021 at the Satelite Lab located at Southampton Memorial Hospital from 11:00 a.m. to 5:00 p.m.
- Shipment of door jambs, doors and door hardware was delayed for the Hunterdale Elementary School improvements. The shipment isn't expected to be received until December 13, 2021. Once received, it will take several days to install them. The movers Southampton County hired are not working the week between Christmas and New Years and were already booked between December 15, 2021 and December 24, 2021. Southampton County rescheduled the move for staff and furnishings for Monday, January 3, 2022 with Wednesday, January 5, 2022 as the first scheduled court date in Hunterdale Elementary School. City Manager Jarratt attached the minutes from a pre-construction meeting for City Council to review.
- The City of Franklin's Christmas parade was a great success and City Manager Jarratt thanked all of City staff, community members, and participants for their efforts in making this happen.
- City Manager Jarratt provided City Council with the FY23 Budget Calendar for them to adopt.

Mayor Frank Rabil entertained a motion to adopt the FY23 Budget Calendar.

Councilman Linwood Johnson made a motion to adopt the FY23 Budget Calendar. The motion was seconded by Councilman Mark R. Kitchen.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

- City Manager Jarratt gave the following update on SPSA:

**SPSA Waste Solutions
FY 2021 vs. FY 2009**

Highlights:

- Total Municipal Tons: Budgeted 481,850 in FY 2021 vs. FY 2009.
- Municipal Tip Fee: \$61.00 per ton in FY 2021 vs. \$170.00 per ton in FY 2009.
- Total Current Assets increased 101% including a 301% increase in cash and cash equivalents.
- SPSA had approximately \$19.2 million set aside for landfill closure and post closure liabilities at the end of FY 2021 as compared to \$1.4 million at the end of FY 2019.
- SPSA had 134.5 full time equivalent positions at the end of FY 2021 as compared to 494 full time equivalent positions at the end of FY 2009.
- Total Net Position changed 326% from a deficit of \$28.3 million in FY 2009 to a positive \$64 million at the end of FY 2021.
- Total liabilities decreased 90% from \$266 million at the end of FY 2009 to \$27 million at the end of FY 2021. Most significant change is decreased in debt.
- At the end of FY 2009, SPSA accumulated nearly \$284 million. The waste-to-energy facility was sold in FY 2010 for \$150 million to pay down debt.
- SPSA had \$0 in debt by the end of December 2017.

Projected Landfill Expansion Costs

- Landfill expansion cost schedule originally prepared by HDR and a 3% annual increase has been applied since 2018.
- Cell VII – Phase I Construction is estimated at \$28.32 million with construction beginning in CY 2024 in order for Cell VII to be ready to accept waste when the flyover is complete.
- Permitting Cells VII and IX are estimated to cost \$6.5 million. SPSA has incurred approximately \$1.2 million to date.
- The flyover is projected at \$39.27 million and projected to be complete in April 2026. We have incurred approximately \$320,500.00 as of June 30, 2021.
- Grand total of planned costs between FY 2019 and FY 2027 is approximately \$74.1 million.

FY 2022 – 2023 Budget

- Capital Improvement / Equipment Replacement Budget is almost complete.
- Following the five year projections, the municipal tip fee should increase from \$61.00 per ton to \$65.00 per ton as long as municipal tons stay level.
- Fuel cost has been budgeted at \$2.80 per gallon. Most recent price was \$2.65.

Community Events

- The “Light Up the Night” Christmas Tree will be at the Market on Main beginning December 4, 2021.
- The Market on Main “Holiday Market is scheduled for December 18, 2021.

Council / Staff Reports on Boards / Commissions

City Council didn’t have anything to report.

Mayor Frank Rabil stated he and Franklin City Council wanted to wish everyone a Safe and Happy Holidays.

Closed Session

Mayor Frank Rabil entertained a motion to go into closed session.

Councilman Mark R. Kitchen moved that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. Discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects: Franklin Redevelopment and Housing Authority Board of Commissioners, Industrial Development Authority, Social Services Advisory Board, and

2.2-3711-A-3, Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in and open meeting would adversely affect the bargaining position or negotiating strategy of the public body specifically regarding property on Langston Court and on Banks Street.

2.2-3711-A-5, Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business’ or industry’s interest in locating or expanding its facilities in the community specifically along Pretlow Industrial Park, Armory Drive, and Franklin Regional Airport.

2.2-3711-A-7, Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body specifically regarding Sanford vs. City of Franklin.

The motion was seconded by Vice Mayor Robert (Bobby) Cutchins.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

Motion Upon Returning to Open Session

Councilman Mark R. Kitchen moved that the City of Franklin, Virginia City Council certify that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on September 27, 2021; (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (iii) no action was taken in closed meeting regarding the items discussed.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

Other Action Items of Council

Councilman Linwood Johnson made a motion to appoint Nelda Bellamy to the Social Services Advisory Board. The motion was seconded by Councilman Mark R. Kitchen.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

Adjournment

There being nothing further to discuss, Mayor Frank Rabil entertained a motion to adjourn the December 13, 2021 regular Franklin City Council meeting.

Councilman Mark R. Kitchen made a motion to adjourn the December 13, 2021 regular Franklin City Council meeting. The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

The December 13, 2021 regular Franklin City Council meeting adjourned at 8:13 p.m.

Mayor

Clerk to City Council



Resolution #2022-01

Resolution of Appreciation

To

Sergeant Brent O. Gayle

WHEREAS, The City of Franklin would like to recognize the retirement of Sergeant Brent O. Gayle, who has served the City of Franklin’s Police Department for twenty-four years; and

WHEREAS, Sergeant Gayle throughout his career with the City of Franklin’s Police Department has shown his dedication to the department and citizens of the City of Franklin; and

WHEREAS, Sergeant Gayle has been awarded multiple times for his excellent service to include acknowledgements from citizens, co-workers, and supervisors, letters of recognition dealing with dangerous suspects, victims of crimes and service to the community; and

WHEREAS, Sergeant Gayle has received a Star Performer Award for his leadership and service to the Communications Division as well as several departmental commendations for his actions; and

WHEREAS, Sergeant Gayle has attended several schools to include First Line Supervisors School from the Virginia State Police and Leadership in Changing Times from the Virginia Association of Chiefs of Police; and

WHEREAS, Sergeant Gayle has maintained a high level of professionalism that has gained him great respect with staff, City officials, and surrounding agencies. His personal demeanor has facilitated many accomplishments and has earned for him the respect of his peers; and

WHEREAS, the City of Franklin commends Sergeant Brent O. Gayle for his generous and devoted service to this City and wishes him well in all his future endeavors.

NOW, THEREFORE, BE IT RESOLVED, that the Franklin City Council Honors the Exceptional Service of Sergeant Brent O. Gayle.

AND, BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of this meeting of the Franklin City Council as visible evidence of the high esteem in which this Council and the citizens of the City of Franklin hold Sergeant Brent O. Gayle thereby forever preserving and recording its gratitude.

January 10, 2022

Mayor Frank Rabil

BUDGET AMENDMENT 2022-10

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2021-2022 City Budget is hereby amended to:

1. recognize grant revenue from Byrne/Justice Assistance Grant Program for the Franklin Police Department and to appropriate such revenue for new use;
2. recognize grant revenue from Franklin Southampton Charities for the Franklin Fire Department and Hunterdale Fire Department and to appropriate such revenue for new use; and
3. recognize grant revenue from the Camp Foundation for Franklin Fire & Rescue, Franklin Police Department, and the Hunterdale Volunteer Fire Department and to appropriate such revenue for new use.

		2021-2022 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
#1				
100 GENERAL FUND				
REVENUE				
100-3-33010-0012	Justice Asst Grant Police	\$ -	\$ 8,010	\$ 8,010
100-3-12010-0001	Local Sales and Use Taxes	1,950,000	1,952,907	2,907
				<u>\$ 10,917</u>
EXPENDITURES				
100-4-31100-5530	Travel-Subsistence and Lodging	\$ 12,500	\$ 20,510	\$ 8,010
100-4-31100-6010	Police Supplies	46,145	49,052	2,907
				<u>\$ 10,917</u>
#2				
220 FOUNDATION GRANT FUND				
REVENUE				
220-3-18990-3001	Franklin/Southampton Charities	\$ 10,000	\$ 20,000	\$ 10,000
				<u>\$ 10,000</u>
EXPENDITURES				
220-4-32100-8117	Fire Prevention - Other Grants	\$ 28,146	\$ 33,146	\$ 5,000
220-4-91450-4009	Hunterdale Volunteer Fire Dept	5,000	10,000	5,000
				<u>\$ 10,000</u>
#3				
220 FOUNDATION GRANT FUND				
REVENUE				
220-3-18990-3000	Camp Family Foundation Grants	\$ -	\$ 64,500	\$ 64,500
				<u>\$ 64,500</u>
EXPENDITURES				
220-4-31100-5848	Camp Foundation Grant Police	\$ 19,023	\$ 34,023	\$ 15,000
220-4-32100-5848	Camp Foundation Grant Fire	24,705	63,705	39,000
220-4-91450-4009	Hunterdale Volunteer Fire Dept	10,000	20,500	10,500
				<u>\$ 64,500</u>

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Shannon Dion
Director

Megan Peterson
Chief Deputy Director

Washington Building
1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
www.dcjs.virginia.gov

December 27, 2021

Amanda Jarratt
City Manager
207 West Second Avenue
Franklin, Virginia 23851

RE: 2022 Byrne/JAG Grant (9 month) - LE Training and Equipment

Dear Amanda Jarratt:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **10733** and was approved for a total award of **\$10,917**, funded through Federal Award Number **2018-DJ-BX-0728**. The project period is **1/1/2022** through **9/30/2022**.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Please note hard copies of the General Special Conditions, as well as the Reporting Requirements and Projected Due Dates, are now referred to as **Conditions and Requirements** and will be posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements> within the next two weeks.

In addition to the general Special Conditions, there may be grant specific Special Conditions related to your Grant Award called Encumbrances. If there are any, you are required to adhere to these conditions via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>. If you have not previously done so, you must register in order to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here <https://www.dcjs.virginia.gov/grants/ogms-training-resources> along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to grantsmgmt@dcjs.virginia.gov. If you have questions, contact your DCJS Grant Monitor **Nicole T. Phelps, MS** at **804.263.3388** or via email at nicole.phelps@dcjs.virginia.gov.

Sincerely,

Handwritten signature of Shannon Dion in cursive script.
Shannon Dion

STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

3334 - Byrne/Justice Assistance Grant Program 2022- LE Equipment and Training
--


Subgrantee: Franklin	DCJS Grant Number: 10733
DUNS Number: 142306468	Grant End Date: 9/30/2022
Grant Start Date: 1/1/2022	

Federal Grant Number:	2018-DJ-BX-0728
Federal Awardee:	BJA
Federal Catalog Number:	16.738
Project Description:	To strengthen Crime Control
Federal Start Date:	10/1/2017
Indirect Cost Rate: _____%	*If applicable

Federal Funds:	\$8,010
State General Funds:	
State Special Funds:	
Local Match:	<u>\$2,907</u>
Total Budget:	\$10,917

Project Director	Project Administrator	Finance Officer
Robert Porti Deputy Chief of Police 1018 Pretlow Street Franklin, Virginia 23851 757-562-8695 rporti@franklinpolice.org	Amanda Jarratt City Manager 207 West Second Avenue Franklin, Virginia 23851 757-562-8508 ajarratt@franklinva.com	Tracy Spence Director of Finance 207 West Second Ave Franklin, Virginia 23851 757-562-8535 tspence@franklinva.com

***Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: 
Authorized Official (Project Administrator)

Title: City Manager

Date: December 28, 2021

Franklin Southampton Charities

Post Office Box 276 • 403½ North Main Street • Franklin, Virginia 23851
Phone: 757/569-1611 • Fax: 757/569-1615 • email: fsc@franklinsouthamptoncharities.com

December 14, 2021

Ms. Amanda C. Jarratt
City Manager
City of Franklin
P. O. Box 179
Franklin, VA 23851

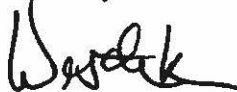
Dear Amanda:

I am pleased to enclose a grant check in the amount of \$10,000, to be distributed to each of the 2 Fire and Rescue Units as follows. The Board of Directors of Franklin Southampton Charities is happy to be able to support this worthy program.

Franklin Fire Department	\$5,000
Hunterdale Fire Department	\$5,000

Please remember that we ask for a report on the usage of these funds prior to April 1 of next year. If you have any questions, please do not hesitate to contact our office.

Sincerely,



Hon Westbrook J. Parker
Chair, Grants Committee

Enclosures

CAMP FOUNDATION
Post Office Box 813
Franklin, Virginia 23851
Telephone (757) 362-3439

December 13, 2021

City of Franklin
207 West Second Avenue
Franklin, VA 23851
Attn: Amanda Jarratt

Dear Amanda:

The members and directors of the Camp Foundations met in November to give final consideration to grant requests.

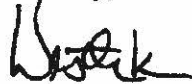
I am pleased to forward with this letter a total of \$64,500. These funds come from the following sources:

- | | |
|---|-----------|
| 1) Camp Foundation | \$ 23,000 |
| 2) Ruth Camp Campbell Foundation | \$ 18,500 |
| 3) Camp-Younts Foundation (Hal S. Atkinson, Jr., Trustee) | \$ 23,000 |

Of the total, \$39,000 is designated for Franklin Fire & Rescue, \$15,000 is designated for the Franklin Police Department and \$10,500 for Hunterdale Volunteer Fire Department. Thank you for taking time to distribute these funds to the appropriate departments.

The Board of Directors and I wish you a happy and rewarding New Year.

Sincerely,



Westbrook J. Parker
Executive Director

Enclosures



*Office of the City Manager
Amanda C. Jarratt*

December 6, 2021

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: MOU with the Virginia Department of Health

Background

The Virginia Department of Health provided an updated Memorandum of Understanding with the City of Franklin for the operations of the Franklin City Health Department.

Needed Action

Authorize the City Manager to execute the attached agreement with the Virginia Department of Health.

Electronic Signature Agreement Page

**STATEMENT OF AGREEMENT TO
PROCESS NEEDED SIGNATURES OF
THE VIRGINIA DEPARTMENT OF
HEALTH (VDH) LOCAL
GOVERNMENT AGREEMENT
ELECTRONICALLY**

VDH and The Franklin City Council agree to use electronic signatures, as authorized in Title 59.1, Chapter 42.1 Uniform Electronic Transactions Act of the Code of Virginia.

Amanda Jarratt, City Manager

Authorizing officer printed name and title

Authorizing officer signature

Parham Jaber, MD, MPH
Chief Deputy Commissioner for Community Health Services
Virginia Department of Health

Parham Jaber, MD

Authorizing signature

AGREEMENT BETWEEN THE VIRGINIA DEPARTMENT OF HEALTH AND THE FRANKLIN CITY COUNCIL FOR FUNDING AND SERVICES OF THE FRANKLIN HEALTH DEPARTMENT

This agreement (“Agreement”) for the services to be provided by the Franklin Health Department and the funding therefore is by and between the Virginia Department of Health (“VDH”) and Franklin City Council (collectively “the Parties”).

The Agreement is created in satisfaction of the requirements of § 32.1-31 of the Code of Virginia (1950), as amended, in order to operate the Franklin Health Department under the terms of this Agreement.

NOW, THEREFORE, in consideration of the covenants and agreements in this Agreement, the sufficiency of which is acknowledged, the Parties agree as follows.

§ 1. VDH, over the course of one fiscal year, will pay an amount not to exceed \$355,716.00, from the state general fund to support the cooperative budget in accordance with, and dependent upon, appropriations by the General Assembly, and in like time frame, the City Council of Franklin will provide by appropriation and in equal quarterly payments a sum of \$103,460.69 local matching funds and \$0.00 one-hundred percent local funds for a total of \$103,460.69 local funds for this fiscal year.

In addition, the City Council has approved the Franklin Health Department to carry forward \$791.31 in local matching funds for a total of \$104,252.00 matching funds and an additional \$0.00 in one-hundred percent local funds from the prior fiscal year closing locality balance.

Sa

12/28/2021

These joint funds will be distributed in timely installments, as services are rendered in the operation of the Franklin Health Department, which shall perform public health services in City Of Franklin as indicated in Attachment A(1.), and will perform services required by local ordinances as indicated in Attachment A(2.). Payments from the local government are due on the third Monday of each fiscal quarter.

§ 2. The term of the agreement begins July 1,2021. This Agreement will be automatically extended on a state fiscal year to year renewal basis under the existing terms and conditions of the Agreement unless timely written notice of termination is provided by either party. Such written notice shall be given at least 60 days prior to the beginning of the fiscal year in which the termination is to be effective.

§ 3. The Commonwealth of Virginia (“Commonwealth”) and VDH shall be responsible for providing liability insurance coverage and will provide legal defense for state employees of the local health department for acts or occurrences arising from performance of activities conducted pursuant to state statutes and regulations.

- A. The responsibility of the Commonwealth and VDH to provide liability insurance coverage shall be limited to and governed by the Commonwealth of Virginia Public Liability Risk Management Plan, established under § 2.2-1837 of the Code of Virginia (1950), as amended. Such insurance coverage shall extend to the services specified in Attachments A(1.) and A(2.), unless the locality has opted to provide coverage for the employee under the Public Officials Liability Self-Insurance Plan, established under § 2.2-1839 of the Code of Virginia (1950), as amended, or under a policy procured by the locality.
- B. The Commonwealth and VDH will be responsible for providing legal defense for those acts or occurrences arising from the performance of those services listed in Attachment A(1.), conducted in the performance of this contract, as provided for under the Code of Virginia and as provided for under the terms and conditions of the Commonwealth of Virginia Public Liability Risk Management Plan.

- C. Services listed in Attachment A(2.), any services performed pursuant to a local ordinance, and any services authorized solely by Title 15.2 of the Code of Virginia (1950), as amended, when performed by a state employee, are herewith expressly exempted from any requirements of legal defense or representation by the Attorney General or the Commonwealth. For purposes of assuring the eligibility of a state employee performing such services for liability coverage under the Commonwealth of Virginia Public Liability Risk Management Plan , the Attorney General has approved, pursuant to § 2.2-507 of the Code of Virginia (1950), as amended, and the Commonwealth of Virginia Public Liability Risk Management Plan , the legal representation of said employee by the city or county attorney, and, the City Council of Franklin hereby expressly agrees to provide the legal defense or representation at its sole expense in such cases by its local attorney.
- D. In no event shall the Commonwealth or VDH be responsible for providing legal defense or insurance coverage for local government employees.

§ 4. Title to equipment purchased with funds appropriated by the local government and transferred to the Commonwealth, either as match for state dollars or as a purchase under appropriated funds expressly allocated to support the activities of the local health department, will be retained by the Commonwealth and will be entered into the Virginia Fixed Asset Accounting and Control System. Local appropriations for equipment to be locally owned and controlled should not be remitted to the Commonwealth, and the local government's procurement procedures shall apply in the purchase. The locality assumes the responsibility to maintain the equipment and all records thereon.

§ 5. This Agreement may only be amended or otherwise modified by an instrument in writing signed by the Parties.

 Parham Jaber, MD, MPH
 Chief Deputy Commissioner
 Community Health Services
 Virginia Department of Health

 Date

 Local authorizing officer signature

Amanda Jarratt
 Authorizing officer printed name

City Manager
 Authorizing officer title

 Date

 Billie Blair-Taylor, MD
 District Health Director
 Franklin Health District

 Date

Approved as to form by the Office of the Attorney General on July 23, 2018

Attachments: Local Government Agreement, Attachment A(1.)
 Local Government Agreement, Attachment A(2.)

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS
INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT ([32.1-11](#))

For Each Service Provided, Check Block for Highest Income Level Served			
COLLABORATIVE COMMUNITY HEALTH IMPROVEMENT PROCESS	Income A only	Defined by Federal Regulations	All (specify income level if not ALL)
Assure that ongoing collaborative community health assessment and strategic health improvement planning processes are established. To include public health, health care systems and community partners. As provided for in §32.1-122.03 Code Link- 32.1-122.03 ; State Health Plan Link Virginia Plan for Well-Being 2016-2020			X
COMMUNICABLE DISEASE SERVICES	Income A only	Defined by Federal Regulations	All (specify income level if not ALL)
Immunization of patients against certain diseases, including Childhood Immunizations As provided for in 32.1-46 Code Link- 32.1-46			X
Sexually transmitted disease screening, diagnosis, treatment, and surveillance 32.1-57, Districts may provide counseling Code Link- 32.1-57			X
Surveillance and investigation of disease 32.1-35 and 32.1-39 Code Links- 32.1-35 , 32.1-39 , 32.1-43			X
HIV/AIDS surveillance, investigation, and sero prevalence survey 32.1-36, 32.1-36.1, 32.1-39 Code Links- 32.1-36 , 32.1-36.1 , 32.1-39			X
Tuberculosis control screening, diagnosis, treatment, and surveillance 32.1-49, 32.1-50.1, and 32.1-54 Code Links- 32.1-49 , 32.1-50 , 32.1-50.1			X
FAMILY PLANNING SERVICES	Income A only	Defined by Federal Regulations	All
Clinic services including drugs and Contraceptive supplies Family Planning Population Research Act of 1970, Title X Code Link- 32.1-77 , 42 U.S.C 300 et seq., and 42 CFR Part 59		X	
Pregnancy testing and counseling Family Planning Population Research Act of 1970, Title X Code Link- 32.1-77 , 42 U.S.C. 300 et seq., and 42 CFR Part 59\		X	

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS
INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT ([32.1-11](#))

CHILD HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Children Specialty Services; diagnosis, treatment, follow-up, and parent teaching 32.1-77, 32.1-89 and 32.1-90 Code Links- 32.1-77 , 32.1-89 , 32.1-90			X
Screening for genetic traits and inborn errors of metabolism, and provision of dietary supplements Code Links- 32.1-65 , 32.1-67 , 32.1-68			X
Well child care up to age _1__ Board of Health Code Link- 32.1-77	X		
WIC : Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link-42 U.S.C. § 1786; 7 C.F.R. Part 26		X	
EPSDT: DMAS MOA Social Security Act section 1905(r) (5) Code Link- 32.1-11			X
Blood lead level testing Code Link- 32.1-46.1 , 32.1-46.2			X
Outreach, Patient and Community Health Education Code Link- 32.1-11 , 32.1-11.3 ,			X
Community Education Code Link- 32.1-11 , 32.1-23			X
Pre-school Physicals for school entry Code Link- 22.1-270	X		
Services for Children with Special health care needs Title V, Social Security Act Code Link- 32.1-77			X
Child restraints in motor vehicles Code Link- 46.2-1095 , 46.2-1097			X
Babycare, Child : DMAS MOA			X
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Prenatal and post partum care for low risk and intermediate risk women, Title V, Social Security Act Code Link- 32.1-77		X	
Babycare, Maternal : DMAS MOA		X	
WIC: Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link 42 U.S.C §1786 and 7CFR Part 26		X	

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICESENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS

<p>The following services performed in accordance with the provisions of the Code of Virginia, the regulation of the Board of Health and/or VDH agreements with other state or federal agencies and VDH policies. Data regarding the below services shall be entered in, or exported to, the statewide environmental health database for all available data fields. Local health department staff shall be responsible for responding to all complaints, constituent responses, media inquiries, and Freedom of Information Act request related to the following services.</p>	
<p>Investigation of communicable diseases: Pursuant to §§ 32.1-35 and 32.1-39 of the Code of the Code of Virginia, the local health director and local staff are responsible for investigating any outbreak or unusual occurrence of a preventable disease that the Board of Health requires to be reported. Code Links-32.1-35, 32.1-39</p>	X
<p>Marinas: Pursuant to § 32.1-246 of the Code of Virginia, local health department staff are responsible for permitting marinas and other places where boats are moored and is responsible for inspecting them to ensure that their sanitary fixtures and sewage disposal facilities are in compliance with the Marina Regulations (12VAC5-570-10 et seq.) Code Link-32.1-246</p>	X
<p>Migrant labor camps: Pursuant to §§ 32.1-203-32.1-211 of the Code of Virginia, local health departments are responsible for issuing, denying, suspending and revoking permits to operate migrant labor camps. Local health departments also must inspect migrant labor camps and ensure that the construction, operation and maintenance of such camps are in compliance with the Rules and Regulations Governing Migrant Labor Camps (12VAC5-501-10 et seq.) Code Links-32.1 Chapter 6 Article 6</p>	X
<p>Milk: Pursuant to §§ 3.2-5206, 3.2-5208 of the Code of Virginia and the agency's MOA with VDACS, the local health department is responsible for issuing, denying, suspending and revoking permits for Grade "A" milk processing plants which offer milk and or milk products for sale in Virginia. Local health departments are also responsible for the inspection of Grade "A" milk plants for compliance with the Regulations Governing Grade "A" Milk (2VAC5-490-10). Code Links- 3.2-5206, 3.2-5208</p>	X
<p>Alternative discharging sewage systems: Pursuant to § 32.1-164(A) of the Code of Virginia, local health departments are responsible for issuing, denying and revoking construction and operation permits for alternative discharging systems serving individual family dwellings with flows less than or equal to 1,000 gallons per day on a monthly average. Local health departments are also required to conduct regular inspections of alternative discharging systems in order to ensure that their construction and operation are in compliance with the Alternative Discharging Sewage Treatment Regulations for Individual Family Dwellings (12VAC5-640-10 et seq.) Code Link-32.1-164</p>	X
<p>Onsite sewage systems: Pursuant to § 32.1-163 et seq. of the Code of Virginia, local health department staff is responsible for reviewing and processing site evaluations and designs of onsite sewage systems in accordance with applicable state regulations and may perform such evaluations and designs as allowed. Local health department staff is also responsible for issuing, denying and revoking construction and operation permits for conventional and alternative onsite sewage systems. Local health department staff are responsible for assuring that onsite sewage systems are inspected at time of construction for compliance with the Sewage Handling and Disposal Regulations (12VAC5-610-20 et seq.; "SHDR") and the Alternative Onsite Sewage System Regulations (12VAC5-613-10 et seq.; "AOSS Regulations"); local health department staff may perform such inspections as required. Local health department staff is also responsible for assuring the performance, operation, and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. Code Link-32.1-163</p>	X
<p>Rabies: Pursuant to § 3.2-6500 et seq. of the Code of Virginia, the local health department is responsible for investigating complaints and reports of suspected rabid animals exposing a person, companion animal, or livestock to rabies. Code Link- 3.2-6500</p>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICESENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS

<p>Restaurants/eating establishments: Pursuant to § 35.1-14 of the Code of Virginia, local health departments are responsible for issuing, denying, renewing, revoking and suspending permits to operate food establishments. In addition, local health departments are required to conduct at least one annual inspection of each food establishment to ensure compliance with the requirements of the Food Regulations (12VAC5-421-10 et seq.). These regulations include requirements and standards for the safe preparation, handling, protection, and preservation of food; the sanitary maintenance and use of equipment and physical facilities; the safe and sanitary supply of water and disposal of waste and employee hygiene standards. Code Link- 35.1-14</p>	X
<p>Hotels/Motels: In accordance with § 35.1-13 of the Code of Virginia, local health department staff is responsible for issuing, denying, revoking and suspending permits to operate hotels. The local health department is responsible for conducting inspections of hotels to ensure compliance with the Hotel Regulations (12VAC5-431-10 et seq.). These regulations include requirements and standards for physical plant sanitation; safe and sanitary housekeeping and maintenance practices; safe and sanitary water supply and sewage disposal and vector and pest control. Code Link-35.1-13</p>	X
<p>Wells: Pursuant to § 32.1-176.4, and the resulting authority provided by the Board, local health departments are responsible for issuing, denying and revoking construction permits and inspection statements for private wells. Local health departments are also responsible for inspecting private wells to ensure that their construction and location are in compliance with the Private Well Regulations. (12VAC5-630-10 et seq.) Code Link-32.1-176.4</p>	X
<p>Homes for adults: The local health department, at the request of the Department of Social Services (DSS), will inspect DSS-permitted homes for adults to evaluate their food safety operations, wastewater disposal and general environmental health conditions. (22VAC40-80-160(B)(3))</p>	X
<p>Juvenile Justice Institutions: Pursuant to § 35.1-23 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of juvenile justice institutions in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-35.1-23</p>	X
<p>Jail inspections: Pursuant to § 53.1-68 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of correction facilities in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-53.1-68</p>	X
<p>Daycare centers: At the request of DSS will inspect DSS-permitted daycare centers to evaluate their food safety operations, wastewater disposal and general environmental health conditions. (22VAC40-80-160(B)(3))</p>	X
<p>Radon Pursuant to § 32.1-229, local health department may assist VDH Central Office with Radon testing and analysis. Code Link-32.1-229.</p>	X
<p>Summer camps/ Campgrounds: Pursuant to §§ 35.1-16 and 35.1-17 of the Code of Virginia and the corresponding regulations, local health departments are responsible for issuing, denying, and revoking permits to operate summer camps and campgrounds. The local health department is responsible for conducting inspections of summer camps and campgrounds not less than annually to ensure that their construction, operation and maintenance are in compliance with the Regulations for Summer Camps (12VAC5-440-10 et seq.) and the Rules and Regulations Governing Campgrounds (12VAC5-450-10 et seq.). Code Links-35.1-16, 35.1-17</p>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OTHER PUBLIC HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS

The following services performed in accordance with the provisions of the Code of Virginia, the regulations of the Board of Health and/or the policies and procedures of the State Department of Health	
Pre-Admission Screenings (PAS) DMAS MOA Code Link- 32.1-330	X
Comprehensive Services Act Community Policy and Management Teams (CPMT) 2.2-5201-2.2-5211 Code Link- 2.2-5201 , 2.2-5211	X
Interagency Coordinating Council (Infants/Toddlers) Early Intervention Services Code Link- 2.2-5305 , 2.2-5306	X
Vital Records Code Link- 32.1-254 , 32.1-255 , 32.1-272	X
Immunizations for maternity and post-partum patients Code Link- 32.1-11 , 32.1-325 , 54.1-3408 .	X
AIDS Drug Assistance Program (ADAP) Code Link- 32.1-11 ,	X
Emergency Preparedness and Response Code Link- 32.1-42 , 32.1-43 et seq., 32.1-229 ,	X
HIV Counseling, Testing and Referral Code Link- 32.1-37.2	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
	Income A only	Defined by Federal Regulations	All
COMMUNICABLE DISEASE SERVICES			
Foreign Travel Immunizations		X	
Other:			
CHILD HEALTH SERVICES			
Disabled disability Waiver Screenings DMAS MOA Code Link- 32.1-330 Other:			X
Other			
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Other:			
FAMILY PLANNING SERVICES	Income A only	Defined by Federal Regulations	All
Nutrition Education			X
Preventive Health Services			X
Pre-Conception Health Care			
Other:			
MEDICAL SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All
Community Education			X
Outreach			X
Pharmacy Services-Alternate Drug Delivery			X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served

SPECIALTY CLINIC SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All
DENTAL HEALTH SERVICES - Please identify services	Income A only	Defined by Federal Regulations	All

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH ENVIRONMENTAL SERVICES PROVIDED
UNDER LOCAL ORDINANCE OR CONTRACT

Neither the <i>Code of Virginia</i> nor Regulations of the Board of Health requires the following services to be provided by the local health department	Place an X in this column if service is provided for locality	Local ordinance code cite	Provide a brief description of local ordinance requirements
Water supply sanitation-Inspection of Water Supplies. Code Link- 15.2-2144 on local regulation			
Other Environmental – identify services below			
Swimming Facilities	X		
Lead Consultation	X		
Vector-Borne Diseases	X		
Teach Food Handler Certification classes	X		
Inspect Tattoo establishments	X		
Inspect “Other” food establishments (convenience stores, drug stores, and gas stations)	X		

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH SERVICES PROVIDED UNDER
LOCAL ORDINANCES OR CONTRACT WITH LOCAL GOVERNMENTS

OPTIONAL PUBLIC HEALTH MEDICAL SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
Neither the <i>Code of Virginia</i> nor Regulations of the Board of Health requires the following services to be provided by the local health department. (identify services below)	Income A only	Local ordinance code cite, or contract number	All
Consultation for public health emergencies			X



*Office of the City Manager
Amanda C. Jarratt*

January 4, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Council Salaries

Background

Several Council members have recently inquired about increasing the salaries of the Franklin City Council members. The current salaries in the City of Franklin are as follows:

Mayor - \$10, 437

Vice-Mayor - \$8,491

Council members - \$7,896

Section 15.2-1414.6 of the Code of Virginia regulates the salaries of elected officials by population. The limit for the City of Franklin is as follows:

Mayor- \$11,500.00

Council - \$11,000

The statute further dictates that no increase in the salary of a member of Council shall take effect until July 1 after the next regularly scheduled general election of Council members. Every proposed increase in the salary of a member of council shall be adopted at least four months prior to the date of the next municipal election except in the case of a newly created consolidated city when the proposed increase shall be adopted at least two months prior to the date of its first municipal election.

For your reference is a spreadsheet of other localities in the region and the salaries paid to their elected officials.

Needed Action

Provide direction to staff.

LOCALITY	MAYOR SALARY	PAY PERIODS	TOTAL ANNUALLY	VICE MAYOR	PAY PERIODS	TOTAL ANNUALLY	COUNCIL MEMBERS	PAY PERIOD	TOTAL ANNUALLY
TOWN OF BEDFORD	\$ 416.67	MONTHLY	\$ 5,004.04	\$ 333.33	MONTHLY	\$ 3,999.96	\$ 333.33	MONTHLY	\$ 3,999.96
TOWN OF WINDSOR	\$ 1,200.00	TWICE A YEAR	\$ 2,400.00				\$ 600.00	TWICE A YEAR	\$ 1,200.00
COLONIAL HEIGHTS	\$ 916.67	MONTHLY	\$ 11,000.04	\$ 833.34	MONTHLY	\$ 10,000.08			
SOUTHAMPTON COUNTY	\$ 608.33	MONTHLY	\$ 7,300.00	\$ 558.33	MONTHLY	\$ 6,700.00	\$ 458.33	MONTHLY	\$ 5,500.00
CITY OF EMPORIA									
GLoucester County	\$ 833.33	MONTHLY	\$ 10,000.00				\$ 683.33	MONTHLY	\$ 8,200.00
CITY OF POQUOSON	\$ 125.00	MONTHLY	\$ 1,500.00				\$ 100.00	MONTHLY	\$ 1,200.00
TOWN OF SMITHFIELD	\$ 440.00	MONTHLY	\$ 5,280.00	\$ 385.00	MONTHLY	\$ 4,620.00	\$ 330.00	MONTHLY	\$3,960.00
ISLE OF WIGHT	\$ 566.58	TWICE A MONTH	\$ 13,598.00	\$ 540.83	TWICE A MONTH	\$ 12,980.00	\$ 489.33	TWICE A MONTH	\$ 11,744.00
JAMES CITY	\$ 733.33	MONTHLY	\$ 8,800.00	\$ 683.33	MONTHLY	\$ 8,200.00	\$ 583.33	MONTHLY	\$ 7,000.00



*Office of the City Manager
Amanda C. Jarratt*

January 6, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

General Updates

- The City of Franklin staff continues to work with local, regional, and state partners to battle the impacts of COVID-19 and provide testing and vaccinations throughout the City. We are currently seeing a large spike in cases locally and encourage individuals to remain vigilant.
- We are continuing to work with Franklin City Public Schools regarding the matter related to their carry over request. This will be discussed more thoroughly at the February City Council meeting.

Community Events

- Registration for the City of Franklin Winter Basketball league has been extended until January 11th. The league is for ages 4-17.