

MINUTES
EMPORIA CITY COUNCIL
CITY OF EMPORIA MUNICIPAL BUILDING
March 2, 2010

Note to Reader: Although the printed agenda document for this City Council meeting is not part of these minutes, the agenda document provides background information on the items discussed by City Council during the meeting. A copy of the agenda document for this meeting may be obtained by contacting the Office of the City Clerk.

Emporia City Council held a regular meeting on Tuesday March 2, 2010, at 7:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Mayor Samuel W. Adams, III presided over the meeting with James C. Saunders, Council Member offering the invocation.

ROLL CALL

The following City Council members were present:

Councilman John R. White
Councilman F. Woodrow Harris
Councilman James C. Saunders
Councilwoman Doris T. White
Councilwoman Carolyn S. Carey
Councilman Edward V. Lankford, IV
Councilwoman L. Dale Temple

Others present: Samuel W. Adams, III, Mayor
Brian S. Thrower, City Manger
Steve B. Hall, Assistant City Manager
Lori R. Jarratt, Interim City Clerk
Todd Anderson, Captain

Absent: C. Butler Barrett, City Attorney

MINUTES APPROVAL

Councilwoman Carey moved to approve the minutes from the Tuesday, February 16, 2010 public hearing and regular meeting, as presented, seconded by Councilwoman White, which passed as follows:

Councilman John R. White	aye
Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

AGENDA APPROVAL

Councilwoman Temple moved to approve the agenda as presented, seconded by Councilwoman Carey, which passed as follows:

Councilman John R. White	aye
Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

NEW BUSINESS

10-21. VML Safety Grant Funds – Appropriation Ordinance

Mr. Thrower stated that the City received a grant from the Virginia Municipal Liability Pool in the amount of \$2,000.00 to be used for safety. He also stated that the City will use these funds to help pay for the installation of lightning protection at the Police Department. He further stated that it is expected that the installation of this lightning protection will prevent any future loss or damage to equipment from lightning strikes. He advised that in order for the City to utilize these funds for this purpose, Council must appropriate them into the Fiscal Year 2009-2010 operating budget.

He recommended Council adopt the Ordinance to appropriate the funds.

Councilwoman Temple made a motion adopt **Ordinance No. 10-18** appropriating VML Safety Grant funds into the FY 2009-10 operating budget, seconded by Councilman Lankford, which passed as follows:

Councilman John R. White	aye
Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

10-22. E911 Dispatching Equipment – Request to Approve Contract and Appropriation Ordinance

Mr. Thrower advised that the City of Emporia has been awarded a \$150,000 grant by the Virginia Wireless E911 Services Board under the FY10 Public Safety Answering Point (PSAP) Grant Programs for the purchase of E911 dispatching equipment. He also advised that a request for proposal (RFP) was issued seeking proposals for the design, installation, service and

maintenance of this equipment. He further advised that the City received proposals from Telpage, MicroData, and Verizon.

He stated that the proposals were evaluated and based on the selection criteria outlined in the RFP. He also stated that the criteria, listed in order of importance included:

- ❖ The capabilities and functionality of the proposal PSAP equipment, specifically including the reliability thereof.
- ❖ The history of the offeror's in providing, installing, maintaining, and servicing E911 PSAP equipment (in Virginia or elsewhere). This criteria shall include the offeror's experience, qualifications, and company resources available to meet the maintenance needs, response needs, and emergency repair and replacement demands of the City.
- ❖ The ease of use of the system for operators.
- ❖ A proposed timeline for installation, testing and training.
- ❖ Compatibility of equipment with E911 equipment used by Greenville County.
- ❖ Price

He advised that the committee consisting of Todd Anderson, Police Captain, Sheila Cutrell, Finance Director and himself, evaluated the three proposals received according to the above reference criteria. He also advised that after careful consideration and evaluation of each firm's proposal, the committee is recommending that Verizon be awarded the contract for a price of \$150,000. He further advised that no City funds will be needed for this project. He stated that the City Attorney has reviewed the proposed criteria and has not identified any issues or concerns.

He recommended Council approve the contract with Verizon and the Ordinance appropriating \$150,000 in funding from the Virginia Wireless E911 Services Board into the City's FY10 operating budget.

Councilman Harris made a motion approve contract with Verizon and **Ordinance No. 10-19**, seconded by Councilwoman Temple, which passed as follows:

Councilman John R. White	aye
Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

Councilman Harris inquired of the price range between the three bids. Mr. Thrower advised that the lowest was Verizon at \$113,000 and the highest was around \$206,000. He also advised that the bids could not be compared based on price because there was different equipment in each bid. He further advised that more equipment was added in Verizon's contract to equal the grant threshold amount of \$150,000.

PUBLIC COMMENT

Mayor Adams asked if anyone wished to bring a matter before City Council members adhering to the three minute time limitation.

With there being no comments to come before City Council, Mayor Adams closed the public comment portion of the meeting.

*****Closed Session*****

Councilman Lankford move that Closed Session be entered for the purpose of discussing Virginia Code §2.2-3711(A) (1) **Personnel matter pertaining to the appointment of City Clerk, (A) (5) Discussing of prospective business where no previous announcement has been made, and (A) (7) Legal Matter pertaining to probable litigation.** Councilman Saunders seconded the motion, which passed as follows:

Councilman John R. White	aye
Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

*****Regular Session*****

Councilman Harris moved that the meeting be returned to Regular Session. Councilwoman White seconded the motion, which passed as follows:

Councilman John R. White	aye
Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

CERTIFICATION

Councilman Saunders moved to certify the following:

1. only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were discussed in the Closed Session to which this certification applies, and
2. only such public business matter as were identified in the motion by which the Closed Session was convened were heard, discussed, or considered by City Council.

Councilman Lankford seconded the motion, which passed as follows:

Councilman John R. White	aye
Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

ADJOURNMENT

With no further business to come before City Council, Mayor Adams adjourned the meeting.

Samuel W. Adams, III, Mayor

Lori R. Jarratt, Interim City Clerk