

# TOWN OF SCOTTSVILLE

## Town Council

### Regular Session

Tuesday, June 20, 2023

Victory Hall

401 Valley Street

Scottsville, Virginia

## Mayor

Ron Smith

## Members

Alex Bessette

Dan Gritsko

Meredith Hynes

Bill Hyson

Aileen Morse

Edward Payne

## MINUTES

1. **Call to order, roll call of Town Council, and pledge of allegiance:** The meeting was called to order at 7:02pm. Present members: Mayor Ron Smith, Daniel Gritsko, Meredith Hynes, Aileen Morse, Bill Hyson (arrived at 7:25 p.m.) and Eddie Payne. Absent member: Alex Bessette.
2. **Regular meeting consent calendar:**

Meredith Hynes brought up a question about the financial report for May 2023 about signage for the park entrance and if that would be taken care of by the end of the fiscal year. Javier Raudales said that it would be taken care of but not until the next fiscal year. In the meantime, Daniel Gritsko brought up looking for temporary signs to act as signage until permanent signage could be put up. Aileen Morse made a motion to approve the consent calendar, The motion was seconded by Daniel Gritsko and passed via voice vote.

  - a) **Approval of agenda:** Approved via the consent calendar.
  - b) **Approval of past minutes: May 8, 2023, work session, May 15, 2023, regular meeting:** Approved via the consent calendar.
  - c) **Approval of financial report for May 2023:** Approved via the consent calendar.
3. **Public forum:** No one spoke at the public forum for this meeting.
4. **Mayor's report:** Mayor Smith reported that there would be two events this week. One event was on Wednesday June 21, 2023, the Batteau Festival would be held in town if there was enough water in the James River. The second event was on Thursday June 22, 2023, at 10:00 a.m. there will be an opening of the transfer station in Keene, VA. The mayor also reported a bear sighting and asked for citizens to be mindful of any bear sightings in town.

Bill Hyson arrived at 7:25 p.m.

5. **Staff Report:** Javier Raudales reported he was preparing for both the fourth of July and the Batteau Festival. Javier is anticipating two food trucks to be at the Batteau Festival on Canal Basin Square (he contacted a third which might potentially be there as well.) There will be no outdoor refreshments this year. However, there will be music until 7:30 p.m. For the Fourth of July, town staff is anticipating a bigger crowd since the Carter Mountain Orchard will not be having fireworks for the Fourth of July. The Chamber of Commerce will be having a Vendor Sale throughout the morning and in the afternoon at 2:00 there will be food trucks coming in as well as activities for children. In the evening there will be live music starting at 7:00 p.m. and then the fireworks will start at 9:00 p.m.
6. **Reports of chartered committees, planning commission, and architectural review board:**

Aileen Morse attended the last Planning Commission meeting since Daniel Gritsko could not attend. At that meeting, the new website was discussed as well as homestays and what to do about short-term rentals. The subdivision of the ordinance on the East Village was approved by VDOT. Rebecca Carter will be setting up a roundtable discussion with VDOT. Finally, Lincoln Lewis briefed the Planning Commission on the overall approach to the Comprehensive Plan. Aileen Morse hosted a Government Services meeting where website content migration was discussed for the new website as a part of Civic Plus that is supposed to be completed by the end of June. Training for the website will be set up the week after the 4<sup>th</sup> of July, which will be hosted on Tuesdays and Thursdays and will discuss the approach to assigning content moderators to different sections of the website. Government Services was also briefed on strategic planning, which she hopes will be completed and ready for review for the next working session. The T-Mobile grant titled “Main Street Revitalization” was also discussed and Aileen Morse is editing the language of the grant which is due at the end of June and includes funding for signage, maps, etc. Maps were also discussed where they went over the different kinds of maps that the town might want for different venues such as brochures and kiosks. There was also a mural at the entrance in town that was discussed which Aileen Morse said should be taken down since there was no information about when it was put up or who put it up. Bill Hyson brought up that he and Kevin Quick had a meeting about putting on the agenda every month to meet with businesses and visitors about maintenance since it is a long-term issue. Bill Hyson also brought up that there should be a sign on Lindsay Street that says “no parking” since there was an issue with people parking at that entrance. Meredith Hynes brought up that she and Aileen Morse had discussed having a meeting with the museum either Quarterly or bi-annually with some representative of either SCAN, the Town Council, the Chamber, Pastors Board, or the museum itself to meet and keep each up to date on events. There is nothing new from the Architectural Review Board.
7. **Items for Town Council discussion and action:**
  - a) **Consider Calling a Public Hearing to amend Town Zoning Fee Schedule and Fees Ordinance:** Meredith Hynes made a motion to consider scheduling a public hearing to amend the Town Zoning fee schedule and Fees Ordinance, Daniel Gritsko seconded that motion. The motion was passed via voice vote.
  - b) **Consider the Rescheduling of the Public Hearing for SUP for Tourist Lodging, Tax Map Number 36-4-3-30:** Daniel Gritsko made a motion to consider rescheduling the Public Hearing for Special Use Permit for Tourist Lodgings, Tax Map number 36-A-3-30 for July 14<sup>th</sup>, Aileen Morse seconded that motion. The motion was passed via voice vote.
  - c) **Reappointment of Molly Angevine to Planning Commission:** Daniel Gritsko made a motion to consider reappointing Molly Angevine to the Planning Commission, Meredith

Hynes seconded that motion. The motion was passed via voice vote.

- d) **Consider Affirming of the Interim Contract Between the Town of Scottsville, VA. And the interim Town Administrator:** Daniel Gritsko made a motion to consider reaffirming the Interim Contract between the Town of Scottsville, VA and the interim Town Administrator, the motion was seconded by Eddie Payne. The motion was passed via voice vote.
  - e) **Consider Revision to the Personnel Policy and Employee Handbook Section 8.5(a):** Aileen Morse made a motion to consider revisions to the Personnel Policy and Employee Handbook Section 8.5(a) to delete the list of named holidays and sub substitute “The Town will observe all state and federal Holidays,” the motion was seconded by Eddie Payne. The motion was passed via voice vote.
  - f) **Consider revisions to the Rules of Procedures Scottsville Town Council Section C2:** Meredith Hynes made a motion to consider revisions to the Rules of Procedures Scottsville Town Council Section C2 to delete “legal holiday” and substitute “all state and federal holidays,” Daniel Gritsko seconded that motion. The motion was passed via voice vote.
8. **Closed session pursuant to Code of Virginia §2.2-3711 A-1, interview candidates for employment:** Aileen Morse made a motion to enter closed session, the motion was seconded by Dan Gritsko at 7:58 pm. The motion passed via voice vote. The Town Council entered closed session at 7:58pm.
9. **Considered vote to Certify Closed Session:** Aileen Morse made a motion to certify the closed meeting with Meredith Hynes seconding the motion, The motion passed at 9:45pm with a unanimous roll call vote of 5-0: Dan Gritsko **YES**, Meredith Hynes **YES**, Bill Hyson **YES**, Aileen Morse **YES**, Edward Payne **YES**.
10. **Adjournment:** A motion to adjourn was made by Dan Gritsko, the motion was seconded Aileen Morse, the motion passed unanimously via voice vote at 9:48 pm.