

TOWN OF SCOTTSVILLE

**Town Council
Working Session**
Monday, February 12, 2007
Victory Hall
401 Valley Street
Scottsville, Virginia

Mayor
R. Stephen Phipps

Town Council
Nancy E. Gill
James P. Hogan
Jeannette E. Kerlin
Robert E. O'Halloran
John R. Snoddy
Craig N. Stratton

MINUTES

Mayor Phipps called the meeting to order at 7:00 p.m. All members were present, with the exception of Mr. Stratton. Also in attendance were Town Administrator Clark Draper, Town Attorney James Bowling, and Town Clerk Amy Moyer. The items discussed were as follows:

Architectural Review Board Report: Ms. Gill reported that work was stopped on the 330 Valley Street cornice to await warm weather. The ARB requested that Jimmy Marshall use simulated divided lights in his application for window replacement at 370 East Main Street; Mr. Marshall also wanted to add a porch to the front of the building to make it look more like a residence.

Planning Commission Report: Ms. Kerlin reported that a hearing was scheduled on Village Square's special use permit application to add an on-site manager's apartment. The Scottsville Center for Arts and Nature requested a zoning text amendment to accommodate its proposed use; Ms. Kerlin noted that the Planning Commission still needed to decide whether this use would be by right or by special use permit. Mr. Hogan recommended that the comprehensive plan update be completed in-house, with assistance from Frank Cox.

Streetscape/Drainage Improvement Project Report: Mr. Hogan reported that finances look good for completing East Main Street, possibly with a small loan. He planned to meet with Jack Hodge to discuss whether the project would have to be re-bid. They also planned to meet with Embarq to discuss their estimate, which has doubled. Mr. Hogan remarked that Volkert's original inspection cost estimate was based on three times per week, but VDOT had required full-time inspection; he was waiting for written confirmation of VDOT requirements before requesting additional funds for inspection. Mr. O'Halloran requested that efforts be made to improve navigation through the town. Mr. Hogan noted that water would be turned off to a small area of the town on February 19. Ms. Kerlin commented that Columbia Gas had finally corrected the drainage problem in front of Denise Davis's property.

Treasurer's Report: Mr. Draper reported that there was a \$50,000 deficit for the year to date. He noted that the town was not receiving some of traffic fines collected by the general district court for tickets written by town officers; he planned to contact the general district court clerk to correct this.

Mayor's Report: Mayor Phipps reported that he was sponsoring a contest to encourage people to fix up their yards in anticipation of the garden tour on April 22 and 23. A special meeting was scheduled for February 26 at 5:00 p.m. to discuss police department staffing, as the department is

down to two officers.

Tourism Committee Report: Mr. O'Halloran reported that the committee was discussing a birding trail. He planned to attend several regional tourism meetings. Scottsville's Jamestown 2007 event was to feature an eighth-generation descendent of Edward Scott. Mr. Hogan noted that VTC would like to visit Scottsville when Streetscape is complete.

Farmers' Market Grant Update: Mr. Hogan reported that the farmers' market grant request had been submitted, with help from Buddy Spencer. Mr. Draper noted that the amount of the request was \$95,000.

Government Services Committee: Mr. Snoddy noted that the next committee meeting would be held February 22.

Town Administrator's Report: Mr. Draper reported that he planned to attend a TJPDC meeting with the VDOT bicycle and pedestrian coordinator, as well as a DHCD grant application seminar. He issued 15 certified letters regarding delinquent sanitation fees; he planned to swear out warrants for accounts still delinquent as of February 16. Mr. Draper noted that the only planned water disruption would be February 19, and West Main Street would be also be closed that day.

Town Attorney's Report: Mr. Bowling discussed his interpretation of the TJPDC contract. Mr. Draper was asked to draft a letter with a settlement offer of \$15,000 for prior work and future consultation on the comprehensive plan.

Sanitation Fee/Trash Pickup Franchise: Mayor Phipps noted that a number of renters' accounts had to be written off; the change to billing property owners did not entirely eliminate collection problems. Mayor Phipps commented that, when given a choice of keeping the trash service and paying a higher fee versus eliminating the trash service, responses were four-to-one in favor of keeping the service. Ms. Kerlin remarked that the sanitation fee was not just a trash bill, and it is the only utility revenue unless a property tax is implemented. Mr. Snoddy stated that he had received the same comments, and the sanitation fee prevents people from letting trash accumulate. Mayor Phipps noted health and welfare ordinances also prohibit the accumulation of trash, and the town could bill for removal under those ordinances, if necessary. Ms. Kerlin suggested a two-tiered fee structure; commercial units who were otherwise exempt would be billed a small fee to support downtown services. The sanitation fee was sent back to committee for further consideration.

Town Budget: A budget work session was scheduled for March.

Post Office Cluster Box: The farmers' market lot was suggested as a location for the cluster boxes. Mr. Snoddy asked whether a fixed trash receptacle could be provided.

Volkert & Associates Inspection Contract: This item was addressed during the Streetscape Project Report.

County Real Estate Assessments: Mr. Hogan asked Mayor Phipps to write a letter to Supervisor Dorrier expressing concern over the high assessments and encouraging a reduction in the tax rate.

Mr. Snoddy noted several maintenance issues at Dorrier Park. He also commented on the amount of signs, posters, and handbills filling storefront windows. Mr. Bowling noted that the zoning ordinance limits promotional posters to 30% of window area.

The meeting was adjourned at 8:35 p.m.