

# TOWN OF SCOTTSVILLE

## **Town Council**

### **Regular Session**

Monday, July 19, 2004, 7:00 p.m.

Victory Hall

401 Valley Street

Scottsville, Virginia

### *Mayor*

R. Stephen Phipps

### *Town Council*

Lillian M. Copeland

James P. Hogan

Jeannette E. Kerlin

Robert E. O'Halloran

Craig N. Stratton

James M. Svetich

## MINUTES

1. CALL TO ORDER – Mayor R. Stephen Phipps called the meeting to order at 7:01 p.m.
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL of Town Council – Clerk of Council Amy Moyer called the roll. All members were present, with the exception of Mr. Hogan. Also in attendance were Town Administrator Barry Clark, Town Attorney Lindsay Dorrier, and many members of the community.
4. CONSENT CALENDAR
  - 4.1. Financial Report for June 2004 (Tab 1.5)
  - 4.2. Approval of Agenda
  - 4.3. Minutes of Regular Town Council Meeting of June 21, 2004 (Tab 5.1)
  - 4.4. Minutes of Special Town Council Meeting of May 18, 2004 (Tab 5.2)
  - 4.5. Approval of Farmers' Market Manager Contract (Tab 4.5)
  - 4.6. Adoption of Rules of Procedure for Town Council. (Tab 4.1)
  - 4.7. Appointment of Jeannette Kerlin as President of Council.
  - 4.8. Appointment of Craig Stratton as Vice President of Council.
  - 4.9. Establishment of Regular Meeting Time as:

The Third Monday of the Month (except in the case of state holiday, when it will be the following Tuesday) at 7:00 pm, in the Council Chambers, Victory Hall Municipal Building, 401 Valley Street, Scottsville, Virginia.
  - 4.10. Reappointment of Barry Clark as Town Treasurer
  - 4.11. Reappointment of Amy Moyer as Town Clerk and Clerk of Council
  - 4.12. Resolution and Agreement for BB&T Deposit Account

Upon a motion by Mr. Stratton, seconded by Ms. Copeland and duly agreed to by voice vote, the consent calendar was amended to include item 4.12. Upon a motion by Mr. Svetich, seconded by Mr. Stratton, the consent calendar was adopted by voice vote.

## 5. MAYOR'S REPORT

Mayor Phipps welcomed the new council members. He noted that the parking lot would be striped within the week, and revenue sources are being explored for sidewalk and road improvements. Mayor Phipps related that Mr. O'Halloran is now chairing the Tourism

Committee; all the chartered committees were introduced. Mayor Phipps also announced the Scottsville Bluegrass Festival on July 24 and the Victory Hall Theatre open house on July 25.

## 6. PUBLIC FORUM

Mr. Chris Long rose to suggest that monies from the Caldwell Fund be used for an education program or low-interest loans to building owners for exterior repairs. Mr. Long expressed opposition to holding the Caldwell Fund in reserve for Streetscape. He commented that proceeds from loan interest, even at a low rate, would be more than the current return on investments. Ms. Copeland noted that \$2,500 is currently in place for a revolving fund.

## 7. SWEARING IN CEREMONY – Former mayor Robert K. Spencer, officiating

Former mayor Robert K. Spencer issued a ceremonial oath of office to the mayor and council members and commended them for their willingness to serve in town government.

## 8. ACCEPTANCE OF PROPOSAL IN THE AMOUNT OF \$9,660 FOR MANAGEMENT ASSISTANCE SERVICES FROM VIRGINIA TECH OFFICE OF ECONOMIC DEVELOPMENT (Tab 4.2)

Mayor Phipps related that this expenditure would be funded by a grant from the Virginia Department of Housing and Community Development; no matching funds are required from the town. Mr. Svetich motioned to accept the proposal in the amount of \$9,660 for management assistance services from the Virginia Tech Office of Economic Development. Ms. Kerlin seconded the motion, and a roll-call vote ensued.

Ms. Copeland <u>Yes</u>	Ms. Kerlin <u>Yes</u>	Mr. Stratton <u>Yes</u>
Mr. Hogan <u>NP</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Yes</u>

The motion passed 5-0.

## 9. APPOINTMENT OF MATT EWEN TO THE PLANNING COMMISSION FOR A TERM EXPIRING JUNE 30, 2005

Mayor Phipps noted that the other applicant was not a property owner, and it is mandated that a majority of Planning Commission members own property within the town. Mr. Svetich motioned to appoint Matt Ewen to the Planning Commission for a term expiring June 30, 2005. Mr. O'Halloran seconded the motion, and a roll-call vote ensued.

Ms. Copeland <u>Yes</u>	Ms. Kerlin <u>Yes</u>	Mr. Stratton <u>Yes</u>
Mr. Hogan <u>NP</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Yes</u>

The motion passed 5-0.

10. APPROPRIATION OF \$1,825 FOR INDOOR COIL REPLACEMENT BY W.E. BROWN, INC. (Tab 4.5)

Mr. Stratton motioned to appropriate \$1,825 for indoor coil replacement by W.E. Brown, Inc. Mr. Svetich seconded the motion, and a roll-call vote ensued.

Ms. Copeland <u>Yes</u>	Ms. Kerlin <u>Yes</u>	Mr. Stratton <u>Yes</u>
Mr. Hogan <u>NP</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Yes</u>

The motion passed 5-0.

11. APPROPRIATION OF UP TO \$1,100 FOR PURCHASE OF COMPUTER FROM DELL

Mayor Phipps noted earlier that the exact amount of this purchase would be \$803. Mr. Stratton motioned to appropriate \$803 for the purchase of a computer from Dell. Ms. Kerlin seconded the motion, and a roll-call vote ensued.

Ms. Copeland <u>Yes</u>	Ms. Kerlin <u>Yes</u>	Mr. Stratton <u>Yes</u>
Mr. Hogan <u>NP</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Yes</u>

The motion passed 5-0.

12. REPORTS OF CHARTERED COMMITTEES AND PLANNING COMMISSION

*Historic Preservation:* Ms. Copeland noted that her committee's next meeting would be held July 28.

*Government Services:* Ms. Kerlin reported that her committee had discussed personnel policy issues; complaints regarding abandoned cars; purchase of a new computer for the bookkeeper; trash fee increases; and rental policies for the Council Chambers and parks. The next meeting was to be held July 29.

*Tourism:* Mr. O'Halloran encouraged attendance at the next Tourism meeting on August 5. Mr. O'Halloran noted that he would be meeting with the Chamber of Commerce, and he thanked Heinz Gadiant for his work on the committee.

*Public Safety, Traffic, and Infrastructure:* Mr. Stratton reported that his committee had discussed the recent parade and possible changes to the parade route. He noted the parking lot drainage issue; a place has been found for the memorial stone. He also noted the participation of the police department, fire department, and volunteers with the upcoming bluegrass festival. Streetlight requests are under consideration, and an emergency response drill is forthcoming.

*Planning Commission:* Mr. Svetich reported that Ric Hansen was elected chair at the last Planning Commission meeting. He noted that no meeting would be held in August due to the

lack of a quorum. Mr. Svetich reported that new drawings for 977 Valley Street were favorably received; amendments to the parking requirements to accommodate these plans are under consideration by the Zoning Ordinance Subcommittee. The Planning Commission also considered a Zoning Ordinance amendment to the appeals process.

#### 13. TOWN ATTORNEY'S REPORT

Mr. Dorrier reported on the proposed Zoning Ordinance amendment. He stated that the Virginia Code does not limit the appeal time, so this may be changed by Town Council to give the aggrieved member or party additional time to appeal. Mr. Dorrier noted that the councils in some localities do not wish to review site plans, so members must appeal proactively to do so.

Mr. Dorrier reported that the revolving fund mentioned earlier is legal and offered by other localities; he noted that Charlottesville funds such a program with fees. He noted that a bank's help would be needed in administration.

#### 14. TOWN ADMINISTRATOR'S REPORT

Mr. Clark reported that income for the month of June was \$53,910.07, with expenditures of \$39,127.05, for net income of \$14,783.02. Mr. Clark noted that there was a \$7,134.28 increase in the fund balance at the end of the fiscal year, which was impressive after the capital expenditures. Mr. Clark also encouraged residents to volunteer at the bluegrass festival, and Mr. Dorrier reiterated the need for volunteers for this benefit.

#### 15. ADJOURNMENT – The meeting was adjourned at 7:43 p.m.