

TOWN OF SCOTTSVILLE

Town Council
Regular Session
Monday, November 21, 2005
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 7:00 p.m.
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL of Town Council – Clerk of Council Amy Moyer called the roll. Ms. Copeland, Ms. Kerlin, Mr. O'Halloran, and Mr. Stratton were present; Mr. Hogan and Mr. Svetich were absent. Also in attendance were Town Administrator Barry Clark and several observers.
4. CONSENT CALENDAR
 - 4.1. Financial Report for October 2005 [Tab 1.4]
 - 4.2. Approval of Agenda
 - 4.3. Minutes of Regular Town Council Meeting of October 17, 2005 [Tab 5.1]
 - 4.4. Minutes of Special Town Council Meeting of October 19, 2005 [Tab 5.2]
 - 4.5. Minutes of Town Council Working Session of November 14, 2005

Upon a motion by Ms. Kerlin, seconded by Ms. Copeland, the consent calendar was adopted.

5. MAYOR'S REPORT – Mayor Phipps announced the holiday events schedule.
6. PUBLIC FORUM – No one from the public rose to speak.
7. SCOTTSVILLE ELEMENTARY SCHOOL RECOGNITION – Teacher Tom Green summarized Scottsville Elementary students' efforts in raising \$5,600 to aid victims of Hurricane Katrina.
8. SWEARING-IN OF POLICE OFFICERS

Mr. Stratton moved to approve the employment of Carl Irvine as a police officer. 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>Absent</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Absent</u>

The motion passed 4-0. Mayor Phipps then administered the oath of office to Chief Robert

Layman; Officers Ron Morris and Carl Irvine; and Auxiliary Officers Renae Frazier, Cecil Skeen, and Jimmy Marshall.

9. AMENDMENTS TO ZONING ORDINANCE SECTION 4.11 (OFF-STREET PARKING AND LOADING REQUIREMENTS) [Tab 3.1]

Mr. Clark noted that the Planning Commission approved the parking ordinance amendments in May. He explained that many localities have reduced the number of spaces required for new businesses; the Planning Commission also exempted areas of Valley Street where off-street parking physically cannot be provided.

Ms. Kerlin moved to adopt the amendments to Section 4.11 (Off-Street Parking and Loading Requirements). Mr. Stratton 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>Absent</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Absent</u>

The motion passed 4-0. A copy of the amendments is attached to the original of these minutes.

10. AMENDMENTS TO COMPREHENSIVE PLAN SECTION V (BACKGROUND INFORMATION) [Tab 3.2]

Ms. Copeland moved to accept the amendments to Section V of the Comprehensive Plan. Ms. Kerlin seconded the motion, noting that the entire document is scheduled for review next year. A poll vote was then conducted.

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

The motion passed 4-0. A copy of the amendments is attached to the original of these minutes.

11. APPOINTMENT OF BARBARA COLEMAN TO THE PLANNING COMMISSION FOR A TERM ENDING JUNE 30, 2007 [Tab 3.3]

Ms. Kerlin moved to appoint Barbara W. Coleman to the Planning Commission for a term ending June 30, 2007. Mr. Stratton 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>Absent</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Absent</u>

The motion passed 4-0.

12. PUBLIC HEARING ON AMENDMENT TO TOWN CODE SECTION 26-41 (BPOL RATE FOR FINANCIAL, REAL ESTATE, AND PROFESSIONAL SERVICE PROVIDERS) [Tab 3.4]

Mr. Clark explained the proposed amendment to reestablish the professional services rate uniformly at \$0.58 per \$100 of gross receipts, rather than taxing receipts under \$100,000 at a reduced rate. Mayor Phipps then opened the public hearing.

Mr. Stratton commented that the rate reduction was originally passed as a one-year trial. There being no one from the public who wished to speak, the public hearing was closed.

13. PUBLIC HEARING ON AMENDMENTS TO TOWN CODE SECTION 62-1 (SANITATION FEE) [Tab 3.5]

Ms. Kerlin explained the proposed amendment to charge the sanitation fee to property owners rather than occupants; this ordinance would be effective July 1, 2006.

Mayor Phipps then opened the public hearing. There being no one from the public who wished to speak, the public hearing was closed.

14. PUBLIC HEARING ON COMMERCIAL PAPER RESOLUTION [Tab 4.1]

Mr. Clark commented that this program would allow the Town to borrow between \$750,000 and \$2,000,000, if needed, as a bridge loan from the time contractors are paid and VDOT reimbursement is received. This resolution is for the pre-approval process, but does not constitute a request to borrow funds now.

Mayor Phipps then opened the public hearing. There being no one from the public who wished to speak, the public hearing was closed.

15. APPROPRIATION OF \$550 FOR DEBRIS REMOVAL AT MINK CREEK OVERFLOW TUNNEL [Tab 4.5]

Mr. Stratton noted that debris has collected at the pump station intake; this was the lower of two bids received. Mr. Stratton moved to appropriate \$550 for debris removal. 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>Absent</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Absent</u>

The motion passed 4-0.

16. APPROPRIATION OF \$1,575 FOR REPAIRS TO EXTERIOR OF VICTORY HALL BY MICHAEL J. TOCCI [Tab 4.6]

Mr. Stratton moved to appropriate \$1,575 for repairs to the exterior of Victory Hall, noting that this includes a concrete drain behind the building to direct water runoff into the creek. Mr. O'Halloran seconded the motion. Mayor Phipps noted that the Victory Hall Renovation Committee is funding the improvements to the dressing rooms. A roll-call vote was then conducted.

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

The motion passed 4-0.

17. APPROVAL OF VOLKERT & ASSOCIATES CONTRACT AMENDMENT [Tab 4.2]

Mr. Clark stated that Volkert & Associates requested \$14,640 for additional engineering and design work required for the storm drain integration. Mr. Stratton moved to approve the contract amendment, noting that this cost could not be calculated until the work was completed. 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>Absent</u>	Mr. O'Halloran <u>Yes</u>	Mr. Svetich <u>Absent</u>

The motion passed 4-0.

18. REPORTS OF CHARTERED COMMITTEES AND PLANNING COMMISSION

Historic Preservation Committee: Ms. Copeland reported on her attendance at a conference regarding historic districts.

Government Services Committee: Ms. Kerlin reported that her committee is working on a sexual harassment policy. The next meeting is scheduled for Thursday, December 15.

Quality of Life Committee: In Mr. Hogan's absence, Mr. Clark reported that he is gathering additional easements required to resubmit Streetscape plans to VDOT. Mayor Phipps commented that funding for a permanent Farmers' Market structure may be available from the Department of Agriculture.

Tourism Committee: Mr. O'Halloran reported that he hopes to partner with the Scottsville Museum in the spring to plan events for Jamestown 2007. Mr. O'Halloran has found volunteer assistance with grant-writing.

Planning Commission: In Mr. Svetich's absence, Mr. Clark reported that the Planning Commission had reviewed the planned unit development ordinance, with discussion focusing

on the size of the perimeter buffer.

19. TOWN ADMINISTRATOR'S REPORT

Mr. Clark reported that trash would be picked up on Thanksgiving Day.

20. ADJOURNMENT – The meeting was adjourned at 7:54 p.m.