

TOWN OF SCOTTSVILLE

Town Council
Regular Session
Monday, November 19, 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

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. All members were present. Also in attendance were Town Administrator Clark Draper and Town Attorney James Bowling.
4. CONSENT CALENDAR
 - 4.1. Approval of Agenda
 - 4.2. Financial Report for October 2007
 - 4.3. Resolution authorizing the Mayor to execute agreements with the United States Department of Agriculture concerning the Rural Business Enterprise Grant

Upon a motion by Ms. Kerlin, seconded by Mr. Hogan, the consent calendar was adopted by voice vote.

5. MAYOR'S REPORT – Mayor Phipps wished Mr. Raymon Thacker a happy birthday. Mayor Phipps also detailed the holiday events schedule for December 8.
6. RECOGNITION OF ROBERT K. "BOBBY" SPENCER FOR VOLUNTEER CONTRIBUTIONS TO THE COMMUNITY

Mayor Phipps presented Mr. Spencer with a framed picture of the James River in recognition of his numerous volunteer contributions to the community.

7. PUBLIC FORUM

Mr. Barry Grove remarked on the completion of Valley Street pavement and the recent consultant's report on economic revitalization. Mr. Grove suggested moving the public forum to the end of the agenda, after the committee reports, to increase public participation. He commented that an opportunity for public comment at the end of the work session would also be helpful.

Mr. Hogan commented that the town's government is driven by committees, and he encouraged the public to participate in these committees. Mr. Stratton said that the public forum has been tried at both places on the agenda. Mayor Phipps stated that the current agenda placement allows the public the opportunity to express concerns before votes are taken.

Ms. Angela Kreider, of 580 Holman Street, summarized correspondence she and Jewel King recently submitted regarding the proposed ACSA easement for Holman Street. Ms. Kreider stated that the question of ownership and boundaries for Holman Street has never been settled. She said that, to their knowledge, the gravel drive known as Holman Street has never been formally dedicated or adopted as a town street, no deed or title has been found for it, and no survey officially designates it as a town street. Ms. Kreider requested that the town specify the basis for establishing ownership and the boundaries of the street and follow a formal public process for adoption if it determines that Holman Street is a town street.

Mayor Phipps noted that this item was pulled from the agenda and referred to the Town Attorney. Mr. Bowling said he received a phone call from Ms. Kreider, and he encouraged her to share any documentation that would clarify the matter.

Mr. Bebe Williams inquired regarding the placement of a recycling bin in Scottsville. Mr. Stratton said that a recycling bin was made several years ago, but a suitable location could not be found. Mr. Stratton stated that county has since discontinued its recycling program, except for newspaper.

Mr. Harold Pillar spoke regarding auto decal fees for permanent trailers and antique vehicles. Mr. Pillar stated that state law requires the town to charge no more than the amount of the state registration fee. He said the town wants him to pay \$25 annually, while the state charges a one-time fee of \$75 for a permanent trailer and a one-time fee of \$50 for an antique vehicle.

Mr. Stephan Hawranke suggested seeking creative input from local artists during development of the new logo design. He asked why the town sought a firm from South Carolina rather than a local firm. Mr. Hawranke commented that he tried to arrange recycling for his restaurant, but Barnett's Trash Service would not collect recyclables. Mr. Hawranke stated that a decal is not required for antique vehicles.

Mr. Hogan noted that CDBG funds were used for the branding and economic development plan, and they wanted an outside firm with no preconceived ideas about Scottsville. Mr. Hogan said that Arnett Muldrow spoke with many townspeople while drafting the plan. Mr. Hogan stated that Payne, Ross & Associates has been asked to look at the logo design, and suggestions are welcomed. Mr. Hawranke commented that the colors and type of the proposed logo are not historic. Mr. Hogan stated that the logo design was not final, he was impressed with the signage concept, and there are more deliverables yet to come from Arnett Muldrow. Mayor Phipps noted that Arnett Muldrow's presentation is available on the town website.

8. APPROPRIATION OF \$10,000 FOR CONSTRUCTION INSPECTION BY VOLKERT & ASSOCIATES, INC.

Mr. Hogan moved to appropriate \$10,000 for construction inspection by Volkert & Associates, Inc. Mr. Stratton seconded the motion.

Mr. Snoddy asked for documentation regarding the requirement for full-time inspection. Mayor Phipps referenced a February 16, 2007, email from Volkert & Associates.

Ms. Gill stated that a letter from Michael Estes approved VDOT reimbursement of an additional \$50,000 in inspection costs, but the letter indicated that further inspection costs would not be reimbursable. She said that Pam Liston also felt that other inspection expenditures would not be reimbursed.

Mr. Hogan stated that VDOT approved \$70,000 and \$50,000 expenditures as reimbursable, but the Town Council made additional appropriations of \$25,000 and \$10,000. Mr. Hogan detailed project delays that resulted in the additional costs, stating that it was very valuable to have an inspector here. Mr. Hogan said that the additional payments were covered by proceeds from other grants and fundraising. He did not think that the full \$10,000 of the new appropriation would be used, as inspection would not be needed for completion of the utility connections. Mr. Hogan then outlined the process for the utility work.

Mr. O'Halloran inquired regarding penalties for late completion. Mr. Hogan said that the penalties were in effect but had been stopped. Mr. O'Halloran asked if the proceeds would be realized. Mr. Hogan said that this would be seen on the final bill, and there was \$171,000 outstanding on the contract with Linco.

Ms. Gill commented that she was grateful that full-time inspection had saved the town money, but she was concerned that incorrectly-installed streetlamp bases resulted in delays and additional expenses for inspection. Mr. Hogan stated that the streetlamp bases were corrected at the contractor's expense and have been approved by AEP. Mr. Snoddy noted that the corrected bases had to be reinspected. Mr. Hogan said that \$70 per hour was not that big an expense.

A roll call vote was then conducted.

Ms. Gill	<u>No</u>	Ms. Kerlin	<u>Yes</u>	Mr. Snoddy	<u>No</u>
Mr. Hogan	<u>Yes</u>	Mr. O'Halloran	<u>Yes</u>	Mr. Stratton	<u>Yes</u>

The appropriation was approved by a vote of 4-2.

9. REPORTS OF CHARTERED COMMITTEES AND PLANNING COMMISSION

Public Safety Committee: Mr. Stratton reported that No Parking signs would be placed at the north end of Valley Street; VDOT declined to install a guardrail at this location. Mr. Stratton noted problems with parked cars blocking entrances to residences on Warren Street; he

suggested that residents place signs stating “Do not block entrance” at the bottom of their steps, and cars in the right-of-way can be towed if necessary with no notification. Mr. Stratton thanked Steven Meeks for making additional off-street parking available in that area. Mr. Stratton reported that he was trying to set up a meeting regarding the Bird Street truck route, he was still working with Albemarle County to arrange installation of a radio repeater, an evacuation drill would be planned, and Chief Layman had suggested the installation of a security light behind Citgo. Mr. Stratton inquired regarding the status of HVAC repairs at the police department. Mr. Draper replied that an estimator was scheduled for the following day. Mr. Stratton asked that repairs be arranged swiftly.

Government Services Committee: Mr. Snoddy noted that the October meeting was cancelled. Mr. Snoddy reported that the postmaster estimated that 160 cluster boxes were necessary after counting the residences to which the post office does not deliver. Ms. Gill inquired whether the boxes could be split among high-density areas.

Tourism Committee: Mr. O’Halloran listed upcoming events, including the SCA holiday show and sale, the Acoustic Jam, and the Chamber of Commerce wreath sale. Mr. O’Halloran noted that Scottsville coffee cups, hats, and shirts were available for sale at the Town Office. The next committee meeting was scheduled for December 13.

Planning Commission: Ms. Kerlin reported that the Planning Commission held a public hearing and recommended approval of a request to rezone 225 West Main Street, and a public hearing was scheduled for December 3 on a special use permit application to continue the non-conforming commercial use at 460 Main Street. Ms. Kerlin reported that the Food Lion final site plan was approved, and TJPDC planned to attend the next meeting to discuss Comprehensive Plan updates. Mr. Stratton inquired regarding a date to discuss the bypass plans. Ms. Kerlin replied that Mr. Draper would first contact VDOT regarding the status of previously-submitted plans.

Quality of Life Committee: Mr. Hogan asked Mr. Draper to check with police and VDOT regarding a car accident near C & S Motors. Mr. Hogan read a letter from Mayor Phipps to the Albemarle County Board of Supervisors regarding the receipt of Streetscape matching funds from the county. Mr. Hogan also read an update from Congressman Goode’s office regarding a possible \$400,000 appropriation. Mr. Hogan detailed Streetscape work plans through December; an “illumination” was scheduled for January 23. He said that plans for East Main Street and other amenities would be discussed at the December work session. Mr. Hogan reported that he met with an architect regarding the farmers’ market shelter, and sketches were available for review. Mr. Hogan planned to meet with the Department of Agriculture on November 27. Mr. Stratton inquired regarding the size of the structure as compared to the tent.

Architectural Review Board: Ms. Gill reported that the ARB did not meet in November. The next meeting was scheduled for December 6.

10. TOWN ADMINISTRATOR'S REPORT

Mr. Draper commented that public input on the Comprehensive Plan update is welcomed, and there will be public input sessions at each Planning Commission meeting. Mr. Draper noted that the next General District Court hearing for sanitation fee nonpayment was scheduled for November 28. Mr. Draper planned to attend a training seminar on post-event recovery on December 2.

Mr. Hogan inquired as to the status of outstanding debts. Mr. Draper planned to issue a summons for the one outstanding BPOL account. Mr. Draper noted issues with collection of fines from the General District Court; Mr. Bowling estimated that \$4,500 in fines was outstanding.

11. TOWN ATTORNEY'S REPORT – Mr. Bowling reported that he was preparing for the upcoming court case, he requested a meeting with the clerk of the General District Court regarding traffic fines, and he drafted a bad check ordinance.

12. ADJOURNMENT – The meeting was adjourned at 8:05 p.m.