

TOWN OF SCOTTSVILLE

**Town Council
Working Session**
Monday, June 13, 2016
Victory Hall
401 Valley Street
Scottsville, Virginia

Mayor
Jesse B. Grove III

Town Council
Nancy E. Gill
R. Daniel Gritsko
Jeannette E. Kerlin
Elizabeth M. Knotts
Randall J. Nolt
Ronald L. Smith

MINUTES

Mayor Grove called the meeting to order at 7:00 p.m. Ms. Gill, Ms. Kerlin, Ms. Knotts, Mr. Nolt, and Mr. Smith were present. Mr. Gritsko arrived shortly thereafter. Also in attendance were Town Attorney James Bowling and Town Clerk Amy Moyer. The items discussed were as follows:

Police Chief's report: Chief Robert Layman reported that the Public Safety Committee discussed the music event planned for July 2 at the farmers' market pavilion, and Officer John Layman is working with other agencies to arrange the necessary police coverage for the event. Chief Layman reported that Albemarle County Sheriff's Office Reserve Division will assist with the parade on July 4, and Chief Layman has people coming at 6:00 p.m. to assist with security and traffic for the fireworks. Albemarle County has offered a smart sign to the town for monitoring traffic speed.

Mr. Nolt added that the committee discussed lowering the speed limit on Valley Street to 15 miles per hour. Chief Layman commented that this is a VDOT decision. Mayor Grove said that it would have to be approved by VDOT, but the town can recommend it.

Chief Layman asked about enforcement of parking tickets without adjudication by the court. Ms. Moyer and Mr. Bowling explained that parking ticket fine collections can be enforced administratively if the recipient does not contest the ticket. Mr. Bowling noted that the City of Charlottesville uses collection procedures such as DMV registration stops. Chief Layman asked if the Town Council wants to implement this. Mayor Grove replied yes. Mr. Bowling stated that this is done by a number of municipalities.

Chief Layman thanked Mayor Grove and Mr. Smith for their service.

Ms. Gill asked about the placement of the speed limit signs by the Dollar General store.

Chamber of Commerce report: Laara Gervais reported on the ribbon cutting at the Buck Store, plans for a feature in next year's Discover Charlottesville book, the recent business-after-hours event with the Fluvanna Chamber, and efforts to improve engagement.

Architectural Review Board report: Mayor Grove reported that the ARB discussed its concern that the town has not followed through with painting the storage shed at the old jail, and the ARB resolved to make a formal request that this be done within 30 days. Other issues were primarily

maintenance issues. Mayor Grove commented that he foresees continuing maintenance issues concerning structures within the Historic Overlay District, and the ARB intervenes only for serious issues. A formal notice of violation was to be issued for the telephone exchange building. Mayor Grove described the maintenance enforcement process.

Planning Commission report: The Planning Commission did not meet this month.

Treasurer's report: Mayor Grove noted that Town Administrator George Goodwin is absent due to surgery today, but the treasury is in good shape. Ms. Moyer said that the DCR reimbursement and bank franchise tax were received last month.

Mayor's report: Mayor Grove reported that he has had fun attending the vibrant farmers' market and other events such as Second Saturdays and Saber Force Academy. He attended the ribbon cutting for the Buck Store and a meeting with Sentara Martha Jefferson regarding a potential medical facility. Mayor Grove also attended a meeting with the prospective buyers of High Meadows Inn. Restaurant use may require some zoning adjustments.

Beautification and Maintenance Committee report: Ms. Knotts reported that the committee has scaled back its meetings but is discussing weed abatement. Ms. Knotts noted that the Yoders' are fulfilling the mowing contract, but the contract has not been signed by the town. Mayor Grove asked why not. Ms. Moyer replied that the council decided at last month's regular session to defer consideration until after July 1. Ms. Gill said the hang-up is that the contract presented goes through mowing season, which is two different fiscal years. Ms. Gill suggested signing now through June 30 only. Mayor Grove said he will make this adjustment and sign the contract tomorrow.

Ms. Knotts discussed plans for cleanup on July 5. She said there was some resistance to restrictions on throw-outs during the parade, but there will be efforts to educate attendees about cleanup.

Arts and Culture Committee report: Ms. Gill reported on Scottsville Second Saturdays and Jammin' on the James. The Batteau Festival on June 22 will include food and music at the riverfront and a dance at the farmers' market pavilion.

Government Services Committee report: The committee did not meet this month.

Public Safety Committee report: Mr. Nolt reported that the committee recommends temporary signage at VCNA stating the park hours and basic rules such as no fires and no smoking. The committee considered the public safety benefit of the new Gator and decided it would not be an asset to public safety at this time.

Ms. Kerlin stated that the speed limit signs on Harrison Street have still not been moved, and the no parking sign is obscured by vines. She expressed concern about speeding in an area with children at play, and she asked if the town can get permission from VDOT to move the signs itself. Mayor Grove asked staff to follow up with Mr. Goodwin on this. Mr. Bowling suggested writing to the district engineer.

Tourism and Economic Development Committee report: Mr. Gritsko reported that DGIF will visit later this month to discuss the fishing dock, which will require the town to fund improvements to the handicap access. A major fundraising effort for Friends of Scottsville will soon commence. Signage is very important to park usage and safety, and a full sign package may cost \$10,000 to \$15,000 or more. The target is a package similar to a state or county park. In the interim, the committee is considering marking trails now. His goal is to have functioning trails by July 4. The economic development subcommittee has met several times and considered a vision statement.

Town Attorney's report: Mr. Bowling reported that the Albemarle Properties case has been continued to July 27. Mayor Grove stated that restoration work stopped but has resumed, but the property owner is proceeding without an application for a certificate of appropriateness, which is a zoning violation and could result in a stop work order. Mr. Bowling explained that zoning ordinance provisions that give waiver power to the Planning Commission should be amended to instead make a recommendation to the Town Council, to reflect a Virginia Supreme Court case. Staff will prepare amendments for consideration, to be advertised concurrently with other public hearing items. Mr. Bowling stated that it has been a privilege to work with Mayor Grove and Mr. Smith.

FY 2017 Budget: Mayor Grove noted that the advertised budget includes no staff raises. He noted that the council can vote on the budget and amend it later if it chooses. He asked if it is the pleasure of the council to vote on adopting the budget as advertised. Mr. Gritsko asked for additional money. Ms. Gill offered to move \$1,000 from Arts and Culture for VCNA signage. Council members agreed to place the budget on the regular session agenda for adoption with this change.

Visitor center: Mayor Grove related that Mr. Goodwin send an email regarding his interviews on the visitors center and recommended offering use of the building to Legacy Mustang Preservation, with proposed visitor center hours Thursday through Sunday. Council members agreed to place this on the regular session agenda for approval if Legacy Mustang is still interested. Mayor Grove asked for a terms sheet to review at the meeting.

USDA Grant/Loan application for public safety equipment: Mayor Grove stated that he does not see a need for a new Gator, and the public safety argument has not been sustained. Ms. Gill asked about the barricades or other needs that pertain directly to public safety. Mr. Nolt said that the committee discussion was limited to the Gator. Ms. Knotts expressed support for barriers for use at events. Ms. Kerlin discouraged the use of loans unless it is an absolute necessity. Mayor Grove said to table this unless the Public Safety Committee identifies a pressing need.

FOIA Rights and Responsibilities Statement: This item was placed on the regular session agenda for approval. The document is required to be posted on the town website by July 1.

DOL overtime rules: Mayor Grove gave an overview of changes to overtime pay requirements effective December 1 that will cover administrative employees. The town has a comp time

provision in its personnel policy that would be compliant with the new DOL rules. Ms. Kerlin will take this to the Government Services Committee.

Fire Department request for Town Boundary Adjustment: Mayor Grove explained that the fire department wants to expand its property by acquiring an adjoining parcel that is not within the town limits. Ms. Moyer said the fire department has acquired the parcel. Mayor Grove said the fire department would like to adjust the town boundary to include this parcel, and this would require some negotiation with the county. Ms. Kerlin suggested consideration of a larger boundary adjustment. Mr. Gritsko asked about the process in the previous boundary adjustment. Mr. Bowling replied that it was a voluntary adjustment, done with the full cooperation of the county and the town.

Closed session: Ms. Gill moved that this council now meet in closed session for discussion of personnel matters concerning town employee salaries, as permitted by Code of Virginia Section 2.2-3711(A)(1), and consultation with legal counsel regarding delinquent taxpayers, as permitted by Code of Virginia Section 2.2-3711(A)(7). Ms. Kerlin seconded the motion. The motion was approved, with Ms. Gill, Mr. Gritsko, Ms. Kerlin, Ms. Knotts, Mr. Nolt, and Mr. Smith voting in favor and none against.

Upon returning to open session, Mr. Smith moved to adopt a resolution certifying the closed session. Mr. Gritsko seconded the motion, and a roll call vote was conducted. The motion was approved, with Ms. Gill, Mr. Gritsko, Ms. Kerlin, Ms. Knotts, Mr. Nolt, and Mr. Smith voting in favor and none against. The following resolution was adopted:

WHEREAS, this council convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712(D) of the Code of Virginia requires a certification by the council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, be it resolved that the council hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed, or considered in the meeting to which this certification applies; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting to which this certification applies.

Mayor Grove asked to make end of term remarks at the regular session meeting.

The meeting was adjourned at 8:30 p.m.