

# TOWN OF SCOTTSVILLE

**Town Council**  
**Regular Session**  
Monday, September 21, 2015  
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

1. CALL TO ORDER – Mayor Grove called the meeting to order at 7:00 p.m.
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL of Town Council – Town Clerk Amy Moyer called the roll. All members were present. Also in attendance was Town Administrator George Goodwin.
4. CONSENT CALENDAR
  - 4.1. Approval of Agenda
  - 4.2. Financial Report for August 2015
  - 4.3. Minutes – Regular Session of August 17, 2015
  - 4.4. Minutes – Working Session of September 14, 2015

Mayor Grove proposed that the Town Council suspend its rules of procedure and add to agenda authorization for the town attorney to request that the Circuit Court make the following appointments to the Board of Zoning Appeals: Robert W. Coleman, Jr., for a term ending February 29, 2016, and Timothy M. Small, for a term ending February 29, 2020. This was approved by unanimous voice vote. Ms. Kerlin moved to approve the consent calendar and accept the revised agenda. Mr. Gritsko seconded the motion, which was approved by unanimous voice vote.

5. MAYOR’S REPORT – Mayor Grove reported that the major item last month was getting the contract negotiated and signed for the Van Clief Nature Area to do the work envisioned by the grant.
6. APPROVAL OF REQUEST FOR APPOINTMENTS TO THE BOARD OF ZONING APPEALS

Mr. Gritsko moved to authorize the Town Attorney to request that the Circuit Court make the following appointments to the Board of Zoning Appeals:

Robert W. Coleman, Jr. (term ending 2/29/2016, new appointment)  
Timothy M. Small (term ending 2/29/2020, reappointment)

Ms. Kerlin seconded the motion, and a roll call vote was conducted.

Ms. Gill Yes                      Mr. Gritsko Yes                      Ms. Kerlin Yes  
Ms. Knotts Yes                      Mr. Nolt Yes                      Mr. Smith Yes

The motion passed 6-0. Mayor Grove thanked Mr. Coleman for his willingness to serve.

7. VAN CLIEF NATURE AREA TRAILS PHASE I CONTRACT

Mayor Grove reported that they were able to secure the contractor WestView Companies from Oilville. Mayor Grove said that WestView was a subcontractor on the Phase II Streetscape Project and performed very well. The price was competitive, and Mayor Grove drafted a contract largely following the form from Streetscape Phase II and the form preapproved by DCR and the federal government. The contract is for \$80,000 and becomes effective upon the later of approval by the Town Council or DCR. The contract calls for work to begin before October 15 with a contract duration of 70 days.

Mr. Gritsko moved to approve the Van Clief Nature Area Trails Phase I contract. Ms. Knotts seconded the motion.

Mayor Grove noted that the contract requires a 20 percent town share. Mr. Gritsko commented on the lengthy process getting to this point, and he is excited at the opportunity. Ms. Knotts asked about non-cash match, such as volunteer hours.

A roll call vote was conducted.

Ms. Gill Yes                      Mr. Gritsko Yes                      Ms. Kerlin Yes  
Ms. Knotts Yes                      Mr. Nolt Yes                      Mr. Smith Yes

The motion passed 6-0.

8. APPROPRIATION FOR CANAL BASIN SQUARE PLANT CARE

Ms. Knotts invited Kim Yoder, chair of the Beautification and Maintenance Committee, to speak on this. Ms. Knotts noted that Ms. Yoder did a walk-around with Arboristry Associates to address concerns with the care of trees in the community. Ms. Knotts would like to see an annual plan for tree maintenance.

Ms. Yoder explained the damage to serviceberry trees and cherry laurels at Canal Basin Square from infestation, and the only way to repair them is to actively prune and spray. Three ash trees are not savable. She said that without a professional maintenance program they may lose a great percentage of trees around town. Some of the new trees on East Main Street are also damaged. A dogwood at Scottsville Pharmacy has died and the others may need to be removed to improve visibility.

Mayor Grove asked for the proposed dollar amount. Ms. Moyer replied that the total is \$1,459.

Ms. Yoder said that this total is without the pruning, and the pruning must be done in conjunction with the pruning, as it is essential. There was discussion of subcontracting the pruning.

Mayor Grove suggested appropriating the total amount needed. Ms. Moyer said that the total is \$1,867 including the pruning.

Ms. Knotts moved to appropriate \$1,867 from the Canal Basin Square fund for tree care. Ms. Kerlin seconded the motion.

Ms. Kerlin asked if there are other ash trees with which they should be concerned. Ms. Yoder replied that she is not sure the other ash trees can be saved, and there are issues with the trees at the levee walk as well. Ms. Knotts said they will start with Canal Basin Square and come to Town Council for each step. Mr. Goodwin noted that this price does not include tree replacement.

Mr. Nolt asked about the success rate for the treatment. Ms. Yoder replied that it is pretty good, as long as it is done consecutively with the pruning and spraying, and this contract also includes organic fertilizer and a wash. Ms. Knotts noted that this organization previously did a service day at the farmers' market for free and they do a lot of community work.

A roll call vote was conducted.

Ms. Gill	<u>Yes</u>	Mr. Gritsko	<u>Yes</u>	Ms. Kerlin	<u>Yes</u>
Ms. Knotts	<u>Yes</u>	Mr. Nolt	<u>Yes</u>	Mr. Smith	<u>Yes</u>

The motion passed 6-0.

## 9. APPROPRIATION FOR BUTTERFLY GARDEN GAZEBO

Ms. Knotts invited Armond Knight, director of the James River Boys & Girls Club, to join the discussion. Ms. Knotts explained that the Beautification and Maintenance Committee has partnered with the Boys & Girls Club on maintenance of the Butterfly Garden, with Kyna Moore as a liaison. Mr. Knight has found a volunteer to build a gazebo, and Ms. Knotts proposes that the town contribute \$800 towards the cost of materials.

Ms. Knotts moved to appropriate \$800 for materials to build the gazebo. Ms. Kerlin seconded the motion.

Mr. Knight spoke regarding the partnership, noting that one of the core areas for the club is community service. He said the children are enjoying taking care of the garden and being involved and welcomed in the community. Volunteer Butch Girdley plans to build the gazebo this week. Ms. Knotts noted that Seth McDowell did the design work.

A roll call vote was conducted.

Ms. Gill       Yes            Mr. Gritsko       Yes            Ms. Kerlin       Yes        
Ms. Knotts       Yes            Mr. Nolt       Yes            Mr. Smith       Yes      

The motion passed 6-0.

10. RESOLUTION OF INTENT TO AMEND ZONING ORDINANCE CHAPTER 22  
(BOARD OF ZONING APPEALS)

Mayor Grove stated that the Virginia legislature passed new statutes relating to boards of zoning appeals, and the town attorney recommended amending the zoning ordinance to conform to the new statutory provisions. He noted that this is just a resolution, and the ordinance would have to go to the Planning Commission for hearing and recommendation.

Ms. Kerlin moved to adopt the resolution of intent. Ms. Gill seconded the motion. The following resolution was unanimously approved:

**RESOLUTION OF INTENT**

WHEREAS, House Bill 1849 significantly amended Virginia Code Sections 15.2-2201, 15.2-2308, 15.2-2309 and 15.2-2314, and added Virginia Code Section 15.2-2308.1, effective July 1, 2015, and these amendments revised the criteria relating to variances and appeals; and

WHEREAS, this new legislation also revised the regulations for proceedings before the Board of Zoning Appeals; and

WHEREAS, Chapter 21, Section 21.2 of the Town of Scottsville Zoning Ordinance, as authorized by Section 15.2-2285 of the Code of Virginia, allows the Town Council to resolve an intention to amend the Zoning Ordinance;

NOW, THEREFORE, BE IT RESOLVED THAT for purposes of public necessity, convenience, general welfare, and good zoning practices, the Town Council hereby adopts a resolution of intent to amend Zoning Ordinance Sections 3.9, 22.1, 22.2, 22.3, 22.4, 22.5, and 22.6, and any other appropriate sections of the Town of Scottsville Zoning Ordinance to achieve the purposes described herein; and

BE IT FURTHER RESOLVED THAT the Planning Commission shall hold a public hearing on the zoning text amendment proposed by this resolution of intent, and make its recommendation to the Town Council, at the earliest possible date.

11. REPORTS OF CHARTERED COMMITTEES, PLANNING COMMISSION, AND  
ARCHITECTURAL REVIEW BOARD

*Planning Commission:* Mr. Smith reported that the commission did not meet this month.

*Government Services Committee:* Mr. Nolt reported that he is actively searching for community members to join.

*Beautification and Maintenance Committee:* Ms. Knotts reported that the committee discussed the gazebo design. The committee wrote a letter to and met with Tim Karr and

Kevin Hamm about the Fourth of July cleanup and coordination. They are planning a cleanup day with Mr. Gritsko. The committee put together a monthly plan for maintenance personnel.

*Farmers' Market:* Ms. Knotts reported that the committee discussed concerns about Kickin' It on the James and the disruption to the market. The committee is gathering feedback on the season. A community potluck will be held on November 7 at 6:00 p.m.

*Public Safety Committee:* Ms. Kerlin reported that the committee did not meet this month, but she did a walk-around with the Beautification and Maintenance Committee last week and identified several public safety issues. The area behind the police storage building has been tidied, and sky pencils have been trimmed. Ms. Kerlin asked that items stored behind the model lock at Canal Basin Square be moved to a safer location. She requested that the Plexiglas on the model lock be cleaned regularly. The tree by the Chamber of Commerce has been trimmed to provide clear view of parking signage. Ms. Kerlin noted potholes in need of repair on Warren Street after recent ACSA work.

Mr. Goodwin said that ACSA should be back within two weeks to make repairs. He commented that the Plexiglas has been cleaned with a dry rag and scratched quite a bit, but they will try a solvent.

*Tourism Committee:* Mr. Gritsko reported that the committee is nearly the final steps on the VCNA master plan, and he hopes to present the plan at the next regular session. Ms. Gill asked if they have to do a public hearing on the plan. Mayor Grove replied no, the meeting is informative. Mr. Gritsko reported that a workday is planned for this Saturday to clear the area for the Mink Creek trailheads. Mr. Gritsko said the committee is also working on promotional projects.

*Arts and Culture Committee:* Ms. Gill reported that September 12 was very busy. A community-wide committee has been formed for future Community Day events. They may plan a day-long festival next year. This year the day closed with a concert by Martha and Eddie Adcock. Events also included the dedication of the A. Scott Ward Community Gallery. Ms. Gill announced upcoming concerts and talks.

*Architectural Review Board:* Mayor Grove reported that he has noted the suggested changes to the minutes discussed during the council work session, and the ARB will take up those suggested changes at its next meeting. The ARB approved the Boys and Girls Club gazebo subject to formal submission of the COA application. The ARB also discussed ongoing maintenance issues and construction in advance of a COA being filed.

## 12. TOWN ADMINISTRATOR'S REPORT

Mr. Goodwin reported that he contacted County Waste and Ace about the trash pickup schedules, as requested at the work session. He is obtaining bids for paving Fleet Street and the farmers' market lot. Mr. Goodwin said a quote will be forthcoming for the wood repair and treatment at Canal Basin Square. Tim Small will meet with Dennis Bessette to refine the

scope and price for the packet boat project. Mr. Goodwin thanked Bob Coleman for his willingness to serve on the Board of Zoning Appeals.

Ms. Knotts asked if Mr. Goodwin is working with Spencer Marshall on parking lot issues at Tavern on the James. Mr. Goodwin replied yes, Jeff Sprouse has contracted for paving work. Mr. Goodwin hopes to get a price from same contractor to take advantage of economies of scale. Ms. Knotts asked if they will repaint the lines. Mr. Goodwin replied no, that is a separate contract. Ms. Gill asked where the handicapped parking signs went. Mr. Goodwin replied that the post rotted, and they did not want to disturb the asphalt to replace the post until the lot is repaved. Ms. Gill expressed concern that they cannot enforce the parking restriction without signage. Mr. Goodwin said the pavement is marked in both locations, and the sign will be replaced.

Mr. Goodwin reported that his next endeavor is to work with the state on crooked and leaning signs and with the county on street signs. Ms. Kerlin stated that the speed limit sign at the bottom of Harrison Street is often obscured by vines and asked if the sign can be moved for better visibility. Mr. Goodwin said he will inquire. Ms. Kerlin suggested combining the speed limit sign with the sign for no parking on one side of the street.

Mr. Smith will draft a proclamation recognizing the achievement of Scottsville Elementary School for presentation next month.

13. PUBLIC FORUM – No one from the public rose to speak.

14. ADJOURNMENT – Upon a motion by Ms. Kerlin, seconded by Ms. Knotts, the meeting was adjourned at 7:47 p.m.