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**TOWN OF GORDONSVILLE**

**TOWN COUNCIL**

**REGULAR MEETING**

**Monday, May 20, 2019**

**6:30 p.m.**

**Council Chambers**

**CALL TO ORDER**

Mayor Coiner called the meeting to order at 6:30 p.m.

**INVOCATION**

There was no invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Coiner led everyone in the pledge of allegiance.

**Roll Call:**  Mayor Robert K. Coiner

Vice-Mayor Emily Winkey

Councilmember James L. Bradley

Councilmember Ronald E. Brooks

Councilmember Elizabeth Samra

**ADOPTION OF AGENDA**

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to approve the agenda as presented. The vote was unanimous.

**MATTERS BY THE PUBLIC**

*Juanita Unhoch, Volunteer at the Town of Gordonsville Visitor Center*

Dr. Unhoch appeared before Council to thank Councilmembers and Town staff for their hard work on the Gordonsville Fried Chicken Festival, and stated it was a wonderful event.

*Daman Irby, Cub Scout Pack 12*

Mr. Irby appeared before Council to thank Councilmembers and staff for their support of the 2018 Aviation Day held at the Gordonsville Municipal Airport. Mr. Irby handed out 2018 Aviation Day patches to Councilmembers, staff and Mr. Fred Rollins for all his help and support.

**ANNOUNCEMENTS**

Mayor Coiner made the following announcements:

Dix Memorial Pool will open for the 2019 season at 12 noon on Saturday, May 25, 2019.

Town Offices will be closed on Monday, May 27, 2019 in observance of Memorial Day.

The June 2019 Town Council meeting will be held at 6:30 p.m. on Monday, June 24, 2019 (change of date due to Mayor’s attendance at Boys State).

**CONSENT AGENDA**

*Consideration of minutes for April 15, 2019 Town Council meeting and May 6, 2019 Special meeting.*

*Presentation of bills paid for the month of April 2019.*

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to approve the Consent agenda as presented. The vote was unanimous.

**DEPARTMENT REPORTS**

**Finance – Town Treasurer**

*Presentation of the Treasurer’s Office activity report for April 2019.*

*Revenue and Expense report for April 2019.*

The Town Treasurer was absent.

**Police – Police Chief**

*Presentation of the Police Department activity report for April 2019*.

The Police Chief presented his report.

**Streets – Public Works Director**

*Presentation of the Public Works Department activity report for April 2019.*

The Public Works Director was not present.

**Visitor Center – Visitor Center Director**

*Presentation of the Visitor Center activity report for April 2019.*

The Visitor Center Director presented his report.

**UNFINISHED BUSINESS**

*Consideration of proposed Fiscal Year 2019-2020 Budget and Appropriations Schedule and Resolution.*

Mayor Coiner presented for consideration the proposed Fiscal Year 2019-2020 Budget and Appropriations Schedule and Resolution.

Councilmember Brooks made a motion, seconded by Vice-Mayor Winkey, to adopt the proposed fiscal year 2019-2020 budget, as presented, and to adopt the appropriation resolution 2019-5a making an annual appropriation of the funds contained in the approved fiscal year 2019-2020 budget, including the proposed modifications to the Town’s current fee schedule, as presented, to be effective July 1, 2019.

**Roll call vote**: Councilmember Samra Aye Councilmember Bradley Aye Councilmember Brooks Aye

Vice-Mayor Winkey Aye

Mayor Coiner Aye

The vote was unanimous.

*Consideration of authorization to execute a contract for curbside waste collection and disposal.*

Mayor Coiner presented for consideration the authorization to execute a contract for curbside waste collection and disposal.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to execute a contract between the Town of Gordonsville and Time Disposal for the provision of curbside solid waste collection and disposal services within the corporate limits of the town, as presented. The vote was unanimous.

*Consideration of location for Orange County single stream recycling collection site.*

Mayor Coiner presented for consideration the location for the Orange County single stream recycling collection site.

Mrs. Kendall reported to Council that staff prepared a schematic to illustrate how the site would look once installed in response to Council’s request to ensure the site is attractive. Mrs. Kendall stated that in order to improve the look and functionality of the site, staff suggests the addition of some green space at the front corner of the site for use by shopping center patrons and employees, to include shrubbery around the perimeter of the green space, picnic tables, pet waste station, and a sign. Mrs. Kendall further stated the cost to the Town to prepare the site would be approximately $12,000 for grading, curb removal, landscaping, gravel and new fencing as needed, and stated she believes the Town’s Public Works Department would be able to do the site work.

Vice-Mayor Winkey made a motion, seconded by Councilmember Samra, to approve the Town’s pipe lot, located behind Gordonsville Plaza shopping center, as a location for the County’s single stream recycling collection center within the town, as presented. The vote was unanimous.

*Consideration of Comcast franchise agreement*.

Mayor Coiner presented for consideration the Comcast franchise agreement.

Councilmember Bradley stated he has reviewed the Comcast franchise agreement and wants to follow up with the Town Manager and Town Attorney before proceeding with Council taking action.

**NEW BUSINESS**

*Consideration of proposed Tax Levy ordinance of the Gordonsville Town Code effective January 1, 2019.*

Mayor Coiner presented for consideration the proposed Tax Levy ordinance of the Gordonsville Town Code effective January 1, 2019.

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to adopt the proposed Tax Levies Ordinance establishing the tax rates effective January 1, 2019, as presented.

**Roll call vote**: Councilmember Samra Aye Councilmember Bradley Aye Councilmember Brooks Aye

Vice-Mayor Winkey Aye

Mayor Coiner Aye

The vote was unanimous.

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to waive the second reading of the proposed Tax Levies Ordinance.

**Roll call vote**: Councilmember Bradley Aye Councilmember Brooks Aye Councilmember Samra Aye

Vice-Mayor Winkey Aye

Mayor Coiner Aye

The vote was unanimous.

*Consideration of proposed Fiscal Year 2019-2020 employee pay and classification schedule*.

Mayor Coiner presented for consideration the proposed Fiscal Year 2019-2020 employee pay and classification schedule.

Councilmember Brooks made a motion, seconded by Councilmember Samra, to adopt the FY2019-2020 employee classification and pay schedule as presented, to be effective July 1, 2019.

**Roll call vote**: Councilmember Brooks Aye Councilmember Samra Aye Councilmember Bradley Aye

Vice-Mayor Winkey Aye

Mayor Coiner Aye

The vote was unanimous.

*Consideration of depository of Town funds.*

Mayor Coiner presented for consideration the depository of Town funds.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to adopt resolution # 2019-5b, designating Virginia Community Bank as a place of deposit for Town funds, as presented. The vote was unanimous.

*Consideration of FY19 budget adjustment*.

Mayor Coiner presented for consideration the FY19 budget adjustment.

Mrs. Kendall stated the Public Works Director is requesting a contingency fund transfer in the amount of $10,500 for the purchase of a truck for the Town of Gordonsville Public Works Department. Mrs. Kendall stated the purchase of this vehicle now will reduce by one the number of vehicles needed for the department as requested in the draft budget for FY20 and will be a replacement vehicle for one that is 20 years old.

Councilmember Bradley made a motion, seconded by Councilmember Brooks, to approve BT2019-4, as presented.

**Roll call vote**: Councilmember Bradley Aye Councilmember Brooks Aye Councilmember Samra Aye

Vice-Mayor Winkey Aye

Mayor Coiner Aye

The vote was unanimous.

*Consideration of request for support of Orange County Parks and Recreation Foundation Playin’* *in the Park Independence Celebration*.

Mayor Coiner presented for consideration the request for support of *Orange County Parks and Recreation* *Foundation Playin’ in the Park Independence Celebration*.

Vice-Mayor Winkey made a motion, seconded by Councilmember Samra, to make a donation in the amount of $600.00 to the Orange County Parks and Recreation Foundation *Playin’ in the Park Independence Celebration.*

**Roll call vote**: Councilmember Brooks Aye Councilmember Samra Aye Councilmember Bradley Aye

Vice-Mayor Winkey Aye

Mayor Coiner Aye

The vote was unanimous.

*Consideration of Town Code amendment concerning barking dogs.*

Mayor Coiner presented for consideration the Town Code amendment concerning barking dogs.

Mrs. Kendall stated, in response to complaints of barking dogs brought to Council’s attention in April, staff has developed a draft amendment to the Town Code to address the issue. Mrs. Kendall stated staff researched similar provisions from other Virginia local government codes to draft the amendment. Mrs. Kendall stated the draft has been provided to the Town Attorney for her review.

Council discussed the draft Town Code amendment with the Town Attorney, and requested ordinance revisions be based on similar language used by Prince William County. Council directed staff to bring the revised ordinance draft for Council’s continued review at their June 24, 2019 meeting.

**TOWN MANAGER’S REPORT**

The Town Manager presented her report to Council.

**NEW MATTERS BY THE PUBLIC AND COUNCIL**

There were no new matters by the public and Council.

**CLOSED SESSION**

*Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 paragraph (A3) – discussion of possible acquisition of property for a community center and possible lease of the Gordonsville Business Center, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.*

Councilmember Brooks made a motion, seconded by Councilmember Samra, that the Town Council convene into closed session pursuant to Virginia Code Section 2.2-3711 paragraph (A3) – discussion of possible acquisition of property for a community center and possible lease of the Gordonsville Business Center, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.

**Roll call vote**: Councilmember Samra Aye Councilmember Bradley Aye Councilmember Brooks Aye

Vice-Mayor Winkey Aye

Mayor Coiner Aye

The vote was unanimous.

Councilmember Brooks made a motion, seconded by Councilmember Samra, to certify that only matters lawfully exempted under Virginia Code Section 2.2-3711 paragraph (A3) as identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed meeting.

**Roll call vote**: Councilmember Bradley Aye Councilmember Brooks Aye Councilmember Samra Aye

Vice-Mayor Winkey Aye

Mayor Coiner Aye

The vote was unanimous.

**NEW MATTERS BY COUNCIL**

There were no new matters by Council.

**ADJOURNMENT**

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 9:30 p.m.

Robert K. Coiner, Mayor

Janet W. Jones, Town Clerk