



**TOWN OF GORDONSVILLE TOWN COUNCIL
REGULAR MEETING AGENDA**

Monday, February 27, 2023

6:30 p.m.

Council Chambers

CALL TO ORDER - Mayor Robert Coiner

Mayor Coiner called the meeting to order.

INVOCATION

PLEDGE OF ALLEGIANCE

Mayor Coiner led the pledge of allegiance.

Roll Call: Mayor Robert K. Coiner
Vice-Mayor Emily Winkey
Councilmember Ronald Brooks III
Councilmember Theresa Lewis
Councilmember Elizabeth Samra

ADOPTION OF THE AGENDA

Ms. Scolforo, Town Attorney, stated she would like to add an item under closed session pursuant to 2.2-3711(A) (1) regarding an allegation of inappropriate behavior involving multiple employees and retention of council.

Councilmember Samra asked new business item 11b be moved up on the agenda.

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

MATTERS BY THE PUBLIC

Jill Grant, Gordonsville on Main events, spoke to Council on the events coming up this year, stating new sponsors are on board and others have stepped up with funds. Ms. Grant stated each event will be sponsored by different businesses. She also stated she has 15 confirmed vendors for the events this year, and will be pushing for foot traffic. Ms. Grant stated the biggest expense is for the bathroom facilities (port-a-potties, approximately \$1,500 for year) and would appreciate any contribution the Town can make to help offset this expense.

Justin Warfield, VDOT Culpeper District Location and Design Engineer, updated Council on the Safe Routes to School project.

Mr. Warfield stated unit cost is the greatest driving factor in price increase, along with inflation over the past few years. He stated that the original project estimates did not account for all intricacies of the project. Mr. Warfield stated that having to replace some terra cotta pipe, obtaining two right of ways, and donation of school property for right-of-way for sidewalks are also factors.

Mayor Coiner asked if grants are available.

Mr. Warfield stated the opportunity to reapply for funding is possible.

Councilmember Samra stated the original SRTS went all the way around the school block, and that the plan presented shows it does not extend around the school block.

Mr. Warfield stated the W. Gordon sidewalk from N. High Street to Wright Street will be included in the scope for the N. High Street roundabout project.

Councilmember Samra asked about the W. Baker Street sidewalk and crosswalk to the Food Lion shopping center.

Mr. Warfield stated he thinks these can be added as part of the roundabout project.

Councilmember Samra stated she questioned the cost of the project at \$2.25 million for Wright Street only.

Mr. Warfield stated separating projects will be more expensive.

Mayor Coiner stated he would like to have section by section costs so Council can decide whether to phase the project.

Mr. Warfield stated he will work on the breakdown of cost estimates as discussed, as well as the opportunities for applying for additional grant funding.

ANNOUNCEMENTS

The Town Council will hold a work session on Monday, March 6, 2023 at 6:00 p.m.

The March Town Council meeting will be held on Monday, March 20, 2023 at 6:30 p.m.

CONSENT AGENDA

Consideration of minutes for January 23, 2023 Council meeting and February 2, 2023 Council work session.

Presentation of bills paid for the month of January, 2023.

Vice-Mayor Winkey made a motion, seconded by Councilmember Lewis, 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 January 2023.

The Town Treasurer was absent.

Councilmember Samra asked about providing Council a listing of delinquent taxes, noting that the list should be provided for review prior to a DMV stop. She further stated she had questions from last August and still has not heard back from staff.

Mayor Coiner stated we can't start picking and choosing who we apply DMV stops to and who we can't.

Councilmember Samra stated she was concerned about the impact on our citizens if this is not done correctly.

Mayor Coiner stated the process needs to be addressed, not the person.

Mrs. Kendall stated staff will follow up and provide Council the written process and also an updated listing of delinquent taxes.

Police – Police Chief

Presentation of the Police Department activity report for January 2023.

The Police Chief presented his report.

Chief Arrington stated January had been a very good month for his department with numbers picking up on directed radar and other summons.

Streets – Director of Public Works

Presentation of the Public Works Department activity report for January 2023.

The Director of Public Works was absent.

Visitor Center – Visitor Center Director

Presentation of the Visitor Center activity report for January 2023.

The Visitor Center Director presented his report.

Mr. Solomon briefed Council on Town of Gordonsville businesses and events.

UNFINISHED BUSINESS

Consideration of Verling Park project plan.

Mayor Coiner presented consideration of Verling Park project plan.

Council discussed increasing the size of the plaza in front of the pool entrance.

Mayor Coiner questioned the cost of engraving the bricks vs. fundraiser cost for each brick. The cost of the engraving will make up a lot of the donated money. Mayor Coiner stated he would like to have something attractive but at a lower cost.

Councilmember Samra stated the Town should have a way to acknowledge contributions to the park at the entry plaza.

Mayor Coiner stated a plaque with pool history is what he had in mind, not individuals.

Mrs. Kendall requested that Council approve the revised pool house and pool layout plan at this meeting so that materials may be determined and design for the rest of the park may continue. Mrs. Kendall stated Council will hold a charette on Monday, March 6, 2023 to review and discuss materials for the park project, noting that streets and parking should also be discussed at the March 6, 2023 charette.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to approve the revised plan for the pool and pool house, as presented. The vote was unanimous.

Consideration of Town Hall parking lot project.

Mayor Coiner presented consideration of Town Hall parking lot project.

Mrs. Kendall stated staff is preparing to release another solicitation for bids for the project with the intention of beginning project construction this spring. She noted that The Thrasher Group is currently working on the finalized plan and will provide it to staff in the next few days.

Town Council further discussed this item, noting it will be placed on the March 20, 2023 agenda for further discussion and action if deemed appropriate.

The Town Manager will follow up with Thrasher concerning the parking lot project plans.

NEW BUSINESS

Consideration of authorization for use of airport property for Cub Scout Aviation Day.

Mayor Coiner presented consideration of authorization for use of airport property for Cub Scout Aviation Day.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to authorize the Monticello District Cub Scouts to hold Cub Scout Aviation Day at Gordonsville Municipal Airport on April 22-23, 2023. The vote was unanimous.

Consideration of special events permit for Main Street Events 2023 schedule of events.

Mayor Coiner presented for consideration of special events permit for Main Street Events 2023 schedule of events.

Mayor Coiner stated he hopes they will have 1st Fridays every month in the summer, including July and August.

Councilmember Samra made a motion, seconded by Councilmember Brooks, to issue a special entertainment permit to the downtown merchants for Gordonsville First Friday's and other events to be held, as presented. The vote was unanimous.

TOWN MANAGER'S REPORT

The Town Manager presented her report.

Mrs. Kendall briefed Council on the issues with recently installed wayfinding signs having to be resurfaced due to bubbling in the sign finish. Mrs. Kendall stated she will follow up with Rite-Lite signs on the replacement.

Mrs. Kendall presented to Council the revised FY23-24 budget work session schedule, noting the schedule would be pushed back a month due to a delay in the completion of the Town's annual financial report.

NEW MATTERS BY THE PUBLIC AND COUNCIL

Mr. Fred Rollins, 18123 Airport Road, Gordonsville, VA 22942

CLOSED SESSION

Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 paragraphs (A1) – discussion or consideration of salaries for Town employees, and an allegation of inappropriate behavior involving multiple employees and retention of counsel; (A3) – discussion or consideration of the acquisition and disposition of real property for a public purpose; and (A8) – consultation with the Town Attorney regarding specific legal matters related to the dereliction of property within the Town.

Councilmember Brooks made a motion, seconded by Vice-Mayor Winkey, that the Town Council convene into closed session pursuant to Code of Virginia Section 2.2-3711 paragraphs (A1) - discussion or consideration of salaries for Town employees, and an allegation of inappropriate behavior involving multiple employees and retention of counsel; (A3) - discussion or consideration of the acquisition and disposition of real property for a public purpose; and (A8) -consultation with the Town Attorney regarding specific legal matters related to the dereliction of property within the Town.

Roll call vote:

Councilmember Brooks	Aye
Councilmember Lewis	Aye
Councilmember Samra	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 paragraphs (A1), (A3) and (A8) 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 Brooks	Aye
Councilmember Lewis	Aye
Councilmember Samra	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

NEW MATTERS BY COUNCIL

Mayor Coiner made a motion, seconded by Councilmember Brooks, to authorize the Town Manager to sign the representation agreement with Jones Oberg and Green LLP. The vote was unanimous.

ADJOURNMENT

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 10:20 p.m.

Robert K. Coiner, Mayor

Janet W. Jones, Town Clerk