



**TOWN OF GORDONSVILLE TOWN COUNCIL
REGULAR MEETING**

Minutes

Monday, March 20, 2017

7:00 p.m.

Council Chambers

CALL TO ORDER

Mayor Coiner called the meeting to order at 7:00 p.m.

INVOCATION

None.

PLEDGE OF ALLEGIANCE

Mayor Coiner led everyone in the pledge of allegiance.

Roll Call:

Present

Mayor Robert K. Coiner

Vice-Mayor Emily Winkey

Councilmember James L. Bradley

Councilmember Christopher F. Colby

Councilmember Elizabeth Samra

ADOPTION OF AGENDA

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

MATTERS BY THE PUBLIC

Orange County Board of Supervisors, Lee H. Frame and R. Mark Johnson

Supervisor Frame briefed Council on upcoming RSA sewer and water rate increases that will affect RSA customers in Gordonsville. Mr. Frame stated the rate increases could go into effect in May or June, 2017.

ANNOUNCEMENTS

Mayor Coiner made the following announcements:

The March Town Council Budget Work Sessions will be held at 6:30 p.m. on Thursday, March 23, 2017, Monday, March 27, 2017 and Thursday, March 30, 2017.

The Town of Gordonsville Spring Clean-up will be April 3, 2017 through Friday, April 14, 2017.

The April Town Council meeting will be held at 7:00 p.m. on Monday, April 17, 2017.

CONSENT AGENDA

*Consideration of minutes for February 20, 2017 Town Council meeting.
Presentation of bills paid for the month of February 2017.*

Vice-Mayor Winkey made a motion, seconded by Councilmember Samra, 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 February 2017.
Revenue and Expense Report for February 2017.*

The Town Treasurer presented her report.

Police – Police Chief

Presentation of the Police Department activity report for February 2017.

The Police Chief presented his report.

Streets – Town Superintendent

Presentation of the Public Works Department activity report for February 2017.

The Town Superintendent was not present.

Visitor Center – Visitor Center Director

Presentation of the Visitor Center activity report for February 2017.

The Visitor Center Director presented his report.

Main Street Streetscape Project - Clerk of the Works

Presentation of the streetscape activity report for February 2017.

Mr. Massey was not present.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Consideration of authorization to sign agreement for Town Hall foundation repair.

Mayor Coiner presented for consideration the authorization to sign agreement for Town Hall foundation repair.

Mrs. Kendall, Town Manager briefed Council on the proposed agreement with Ram Jack of the Commonwealth. Mrs. Kendall stated staff had received three quotes for stabilization of the Town Hall foundation and Ram Jack was the low bidder.

Council briefly discussed the Town Hall foundation stabilization.

Councilmember Colby made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to sign the agreement with Ram Jack of the Commonwealth, as presented and upon review and approval by the Town Attorney, for the stabilization of the foundation under the eastern wing of Town Hall. The vote was unanimous.

Councilmember Colby made a motion, seconded by Vice-Mayor Winkey, to approve SA2017-03 for the appropriation of \$4,305 from General Fund *Transfer from Reserves* revenue line item to the General Fund Administration *Building Maintenance-contractual* expense line item, as presented.

Roll call vote:

Councilmember Colby	Aye
Councilmember Bradley	Aye
Councilmember Samra	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

Consideration of Office on Youth donation request for After-Prom Celebration.

Mayor Coiner presented for consideration the Office on Youth donation request for the After-Prom Celebration.

Council had no questions concerning the donation request.

Councilmember Colby made a motion, seconded by Vice-Mayor Winkey, to donate three out-of-town 12-visit punch cards for the 2017 After-Prom Celebration. The vote was unanimous.

Consideration of draft airport courtesy car agreement.

Mayor Coiner presented for consideration the draft airport courtesy car agreement.

Council briefly discussed the draft agreement. Councilmember Colby suggested the reference to the airport in the agreement should consistently be Gordonsville Municipal Airport.

Councilmember Samra made a motion, seconded by Councilmember Colby, to approve the courtesy car use agreement, as amended.

Roll call vote:

Councilmember Bradley	Aye
Councilmember Samra	Aye
Councilmember Colby	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

Consideration of draft bylaws for the Airport Advisory Committee.

Mayor Coiner presented for consideration the draft bylaws for the Airport Advisory Committee (AAC).

Council briefly discussed the Airport Advisory Committee Bylaws. Council amended the bylaws to remove the wording “recommend revisions” and “updates in airport planning and capital improvement” and change it to “may advise on any plans or on capital improvement.” By consensus, Council agreed that the number of members on the AAC will remain flexible. Mayor Coiner stated he prefers the number of AAC members to be an odd number.

There being no further discussion, Councilmember Colby made a motion, seconded by Councilmember Samra, to approve the bylaws of the Airport Advisory Committee, as amended.

Roll call vote:

Councilmember Colby	Aye
Councilmember Samra	Aye
Councilmember Colby	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

Consideration of FY17 budget amendments.

Mayor Coiner presented for consideration the FY17 budget amendments.

Council briefly discussed the budget transfer for administration computer software and maintenance, and the appropriation for the purchase of an extra light pole and fixture for the streetscape project area.

Councilmember Colby made a motion, seconded by Vice-Mayor Winkey, to approve BT2017-03 for the transfer of \$1,550 from the General Fund *Contingency* expense line item to the General Fund Administration *Computer Software and Maintenance* expense line item to fund a penetration test for the Town’s computer network, as presented.

Roll call vote:

Councilmember Samra	Aye
Councilmember Colby	Aye
Councilmember Bradley	Aye

Vice-Mayor Winkey Aye
Mayor Coiner Aye
The vote was unanimous.

Councilmember Colby made a motion, seconded by Vice-Mayor Winkey, to approve SA2017-04 for the appropriation of \$4,738 from the General Fund *Transfer from Reserves* revenue line item to the General Fund Capital Outlay *Special Projects-Replacement Capital* expense line item to pay for an extra light pole and fixture for the streetscape project area, as presented.

Roll call vote: Councilmember Bradley Aye
 Councilmember Colby Aye
 Councilmember Samra Aye
 Vice-Mayor Winkey Aye
 Mayor Coiner Aye
 The vote was unanimous.

TOWN MANAGER’S REPORT

The Town Manager reviewed her report with Council.

NEW MATTERS BY THE PUBLIC AND COUNCIL

Councilmember Colby stated that the airplane parked in the grass at the airport will be moved closer to the box hangar so that it may be repaired.

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 8:15 p.m.

Robert K. Coiner, Mayor

Janet W. Jones, Town Clerk