



**TOWN OF GORDONSVILLE TOWN COUNCIL  
REGULAR MEETING**

**Minutes**

**December 18, 2017  
7:00 p.m.  
Council Chambers**

**CALL TO ORDER**

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

**INVOCATION**

**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 Elizabeth Samra

**Absent**  
Councilmember Christopher F. Colby

**ADOPTION OF THE AGENDA**

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

**PUBLIC HEARING**

*Proposed text amendment to Chapter 23 of the Town Code to establish an increase in the Town water rates.*

Mayor Coiner opened the public hearing.

There were no speakers.

Mayor Coiner closed the public hearing.

Council discussed the proposed water rate increase.

### **CLOSED SESSION – COUNCIL VACANCY**

*Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 paragraph (A1) – discussion of assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.*

Town Council did not convene into Closed Session.

Council discussed and reached a consensus to wait until January 2018 to review applications and make an appointment to Council.

Mr. Ron Brooks, applicant for Town Council, appeared before Council to introduce himself and explain why he is interested in serving on Council.

### **MATTERS BY THE PUBLIC**

There were no matters by the public.

### **ANNOUNCEMENTS**

Mayor Coiner made the following announcements:

The Town Offices will be closed on Friday, December 22, 2017 and Monday, December 25, 2017 in observance of Christmas Eve and Christmas Day.

The Town Offices will be closed on Monday, January 1, 2018 in observance of New Year's Day.

Monday, January 15, 2018 is a Town Holiday; an alternate meeting date for the regular January Council meeting will be established later in the meeting.

### **CONSENT AGENDA**

*Consideration of minutes for November 20, 2017 Town Council work session and November 20, 2017 Town Council meeting.*

*Presentation of bills paid for the month of November 2017.*

*Consideration of renewal of extended hours permit for 7-Eleven.*

Councilmember Samra asked that consideration of renewal of the extended hours permit for 7-Eleven be removed from the consent agenda for discussion.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to approve the minutes for November 20, 2017 Town Council work session and November 20, 2017 Town Council meeting, and bills paid for the month of November 2017. The vote was unanimous.

Upon hearing from Police Chief Corbin that there had been no issues with 7-Eleven being open 24-hours, Vice-Mayor Winkey made a motion, seconded by Councilmember Samra, to approve the renewal of extended hours permit for 7-Eleven. The vote was unanimous.

## **DEPARTMENT REPORTS**

### **Finance – Town Treasurer**

*Presentation of the Treasurer's Office activity report for November 2017.*

*Revenue and Expense Report for November 2017.*

The Town Treasurer presented her report to Council.

### **Police – Police Chief**

*Presentation of the Police Department activity report for November 2017.*

The Police Chief presented his report to Council.

### **Streets – Public Works Director**

*Presentation of the Public Works Department activity report for November 2017.*

The Public Works Director presented his report to Council. Mayor Coiner again thanked the Public Works Director and Town Crew for how nice the Town looks with all the trees lighted for the holidays.

### **Visitor Center – Visitor Center Director**

*Presentation of the Visitor Center activity report for November 2017.*

The Visitor Center Director presented his report to Council.

## **UNFINISHED BUSINESS**

*Discussion of Verling Park Master Plan.*

Mayor Coiner presented for discussion the Verling Park Master Plan.

Mayor Coiner expressed some of his reservations about the project, specifically the change in the proposed orientation of the pool as presented at the November work session. Mayor Coiner stated Council needs to be more methodical in deciding how to proceed, but expressed full support of the project. Mayor Coiner further stated he would like Council to have a day-time meeting on-site with the pool designer to further discuss the plan.

Councilmember Samra stated one reason to decide on a pool concept was to facilitate concept finalization for the entire park. She further stated waiting until January to have a work session is acceptable, and that she also prefers a day-time work session with pool designer.

It was the consensus of Council to tentatively schedule a work session for Monday, January 29, 2018 at 3:30 pm to discuss the Verling Park Master Plan.

**NEW BUSINESS**

*Consideration of proposed 2017 water rate adjustment.*

Mayor Coiner presented for consideration the proposed 2017 water rate adjustment.

Council discussed the water rate increase.

Mayor Coiner stated the need to further examine industrial rates for out-of-town customers.

Mayor Coiner made a motion, seconded by Councilmember Bradley, to adopt an ordinance to amend Section 23-50 of the Gordonsville Town code, as advertised.

**Roll call vote:**

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

The vote was unanimous.

Councilmember Bradley made a motion, seconded by Vice-Mayor Winkey, to waive the second reading of the ordinance.

**Roll call vote:**

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

The vote was unanimous.

Mayor Coiner made a motion, seconded by Councilmember Bradley, to advertise an increase in the Out-of-town – Industrial unit water rate to be the same as the Out-of-town – Residential/Commercial unit water rate.

**Roll call vote:**

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

The vote was unanimous.

*Consideration of Proposed Amendment to the Fiscal Year 2018 Appropriation Schedule – Water Rates.*

Mayor Coiner presented for consideration the proposed amendment to the Fiscal Year 2018 Appropriation Schedule – water rates.

Council discussed the proposed amendment to the appropriation schedule and reached a consensus to wait until January so as to capture all revised water rates.

*Consideration of appointment to Town Council.*

Mayor Coiner presented for consideration the appointment to Town Council. Council reached consensus to further consider the appointment to Town Council in January.

*Consideration of renewal of AWOS inspections and maintenance contract.*

Mayor Coiner presented for consideration the renewal of the AWOS inspections and maintenance contract.

Mayor Coiner made a motion, seconded by Councilmember Samra, to authorize the Town Manager to execute the two-party agreement for AWOS maintenance and inspections with Austin Electrical Construction in a substantially similar form as presented. The vote was unanimous.

*Consideration of authorization of Town Manager to sign contract for website redesign.*

Mayor Coiner presented for consideration the authorization of Town Manager to sign contract for website redesign.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager, upon review and approval by the Town Attorney, to sign the contract with Revize for the redevelopment/redesign of the Town of Gordonsville website. The vote was unanimous.

*Discussion of FY19 budget timeline.*

Mayor Coiner presented for discussion the FY19 budget timeline.

It was the consensus of Council to hold a budget work session on Monday, February 5, 2018 at 6:00 pm to discuss capital improvement projects.

*Consideration of 2018 Meeting Schedule.*

Mayor Coiner presented for consideration the 2018 meeting schedule.

Councilmember Bradley made a motion, seconded by Councilmember Samra, to approve the 2018 Town Council meeting dates, as amended, with a start time of 6:30 pm. The vote was unanimous.

*Consideration of 2018 date of Tree Lighting Ceremony.*

Mayor Coiner presented for consideration the 2018 date of Tree Lighting Ceremony.

Council discussed the 2018 proposed date for the tree lighting.

Vice-Mayor Winkey made a motion, seconded by Councilmember Samra, to schedule the 2018 Tree Lighting for Sunday, December 2, 2018. The vote was unanimous.

## **TOWN MANAGER’S REPORT**

The Town Manager reviewed her report with 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 (A7) – consultation with legal counsel pertaining to actual or probable litigation concerning the Freight Depot, and (A3) – discussion of possible acquisition of property for park expansion, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.*

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, that the Town Council convene into closed session pursuant to Virginia Code Section 2.2-3711 paragraph (A7) - consultation with legal counsel pertaining to actual or probable litigation concerning the Freight Depot, and (A3) - discussion of possible acquisition of property for park expansion, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.

<b>Roll call vote:</b>	Councilmember Samra	Aye
	Councilmember Bradley	Aye
	Councilmember Colby	Absent
	Vice-Mayor Winkey	Aye
	Mayor Coiner	Aye

The vote was unanimous.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to certify that only matters lawfully exempted under Virginia Code Section 2.2-3711 paragraph (A7) and (A3) as identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed meeting.

<b>Roll call vote:</b>	Councilmember Samra	Aye
	Councilmember Bradley	Aye
	Councilmember Colby	Absent
	Vice-Mayor Winkey	Aye
	Mayor Coiner	Aye

The vote was unanimous.

## **NEW MATTERS BY COUNCIL**

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager or Mayor to sign a deed receiving property from Phillip Strange or Strange Investors LLC, identified as tax map 68A2 (1) BK42-1, for the amount of \$75,000.00 plus closing costs,

and closing before end of 2017 contingent upon receipt of donations earmarked for this project in the amount of \$30,000.00.

**Roll call vote:**

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

The vote was unanimous.

Vice-Mayor Winkey made a motion, seconded by Councilmember Samra, to authorize the Town Manager to sign a retainer agreement with Sharon E. Pandak, of the law firm Greehan, Taves & Pandak.

**Roll call vote:**

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

The vote was unanimous.

## **ADJOURNMENT**

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 10:22 p.m.

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Robert K. Coiner, Mayor

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Janet W. Jones, Town Clerk