



**TOWN OF GORDONSVILLE
TOWN COUNCIL
REGULAR MEETING**

Minutes

**Monday, November 19, 2018
6:30 p.m.
Council Chambers**

CALL TO ORDER

Mayor Robert 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 Brooks
Councilmember Elizabeth Samra

ADOPTION OF THE AGENDA

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

PUBLIC HEARING

Proposed Transient Occupancy Tax Ordinance.

Mayor Coiner opened the public hearing.

There were three speakers.

Mayor Coiner closed the public hearing.

MATTERS BY THE PUBLIC

Presentation of Certificate of Appreciation to Town of Gordonsville Police Chief.

Mayor Coiner thanked Chief Corbin for all his work for the Town of Gordonsville and the residents.

Presentation of Certificate of Appreciation to Eagle Scouts.

Mayor Coiner congratulated Boy Scouts Jonathan Pace and Charlie Poppe. The two young men undertook projects to better the town as their Eagle Scout projects. Jonathan Pace and Charlie Poppe have recently achieved the rank of Eagle Scout which is the highest rank in Boy Scouts.

Gordonsville Post Office relocation plans – Rick Hancock, USPS Real Estate Specialist

Mr. Hancock appeared before Council to state the Gordonsville Post Office has outgrown the present location and will be moving next door to 205 North Main Street.

ANNOUNCEMENTS

Mayor Coiner made the following announcements:

2018 Town Council Election Results, from the State Board of Elections.

The Town Offices will be closed on Thursday, November 22, 2018 and Friday, November 23, 2018 in observance of the Thanksgiving holiday.

The Town Memorial Tree Lighting will be held at 5:45 p.m. on Sunday, December 2, 2018.

The December Town Council meeting will be held at 6:30 pm on Monday, December 17, 2018.

CONSENT AGENDA

Consideration of minutes for the October 15, 2018 Town Council meeting and October 22, 2018 4:30 pm work session, 6:30 pm work session and October 22, 2018 Special meeting.

Presentation of bills paid for the month of October 2018.

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 October 2018.

The Town Treasurer presented her report.

Police – Police Chief

Presentation of the Police Department activity report for October 2018.

The Police Chief presented his report.

Streets – Director of Public Works

Presentation of the Public Works Department activity report for October 2018.

The Director of Public Works was not present.

Visitor Center – Visitor Center Director

Presentation of the Visitor Center activity report for October 2018.

The Visitor Center Director was not present.

UNFINISHED BUSINESS

Discussion of Verling Park Master Plan.

Mayor Coiner presented for consideration the discussion the Verling Park Master Plan.

Staff did not have updates on the Verling Park Master Plan and Council did not hold a discussion.

Consideration of Town Code amendment regarding transient occupancy tax.

Mayor Coiner presented for consideration the Town Code amendment regarding transient occupancy tax.

Council discussed at the length the Town Code amendment regarding transient occupancy tax and, by consensus, deferred action on the matter and asked the Town Treasurer to follow-up with Airbnb regarding what is needed to facilitate implementation of lodging tax collection through their website.

NEW BUSINESS

Consideration of support of 2019 Virginia Municipal League legislative agenda.

Mayor Coiner presented for consideration the support of the 2019 Virginia Municipal League legislative agenda.

Council briefly discussed the 2019 Virginia Municipal League legislative agenda.

Councilmember Bradley made a motion, seconded by Vice-Mayor Winkey, to support the 2019 Virginia Municipal League legislative agenda, as presented.

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 FY19 budget amendments.

Mayor Coiner presented for consideration the FY19 budget amendments.

The Town Manager reviewed with Council the need for the FY19 budget amendments.

Councilmember Brooks, made a motion, seconded by Councilmember Bradley, to approve Supplemental Appropriation SA2019-3, as presented.

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

Consideration of Town Code amendment regarding telephonic meeting participation.

Mayor Coiner presented for consideration of Town Code amendment regarding telephonic meeting participation.

Council briefly discussed the Town Code amendment regarding telephonic meeting participation.

The Town Attorney stated provisions in outlined in the Code of Virginia concerning telephonic meeting participation by members of Council recently changed and the Town code needs to be amended to reflect the modifications.

Councilmember Bradley made a motion, seconded by Vice-Mayor Winkey, to adopt an ordinance to amend Chapter Two of the Town Code to permit the telephonic meeting participation by members of Council, as presented.

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

Consideration of authorization of Town Manager to sign agreement with PayGov for online bill payment services.

Mayor Coiner presented for consideration the authorization of the Town Manager to sign agreement with PayGov for online bill payment services.

The Town Manager reviewed with Council what PayGov will be providing for those who need to make payments to the Town.

Councilmember Brooks made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager, upon review and approval by the Town Attorney, to sign an agreement with PayGov.US LLC to provide electronic payment services to the Town of Gordonsville.

Roll call vote:

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

The vote was unanimous.

Consideration of proclamation for the 2018 Memorial Christmas Tree Lighting.

Mayor Coiner presented for consideration the proclamation for the 2018 Memorial Christmas Tree Lighting.

Councilmember Bradley made a motion, seconded by Vice-Mayor Winkey, to adopt the 2018 Memorial Christmas tree lighting ceremony proclamation, as presented.

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 Orange County Disc Golf Course sponsorship.

Mayor Coiner presented for consideration the Orange County Disc Golf course sponsorship.

Council discussed the disc golf sponsorship and took no action.

Consideration of mini-grant application for Safe Routes to School.

Mayor Coiner presented for consideration the mini-grant application for Safe Routes to School.

Council discussed the mini-grant application.

Councilmember Samra stated that the Rappahannock Rapidan Regional Commission (RRRC) will help staff with completing the grant application. Councilmember Samra stated the grant will give facts and

data that will be useful to the Town and does not obligate the Town to pursue a Safe Routes to School project.

Mayor Coiner stated it is obvious that sidewalks are needed along W. Gordon Avenue near the Food Lion and Gordon Barbour Elementary School.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to request that the Rappahannock-Rapidan Regional Commission assist the Town with preparation of a mini-grant application for the VDOT Safe Routes to School funding program for consideration by Town Council.

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

TOWN MANAGER'S REPORT

The Town Manager reviewed her report with Council.

Mrs. Kendall requested additional time off for Thanksgiving (1/2 day Wednesday) and New Year's Eve, Monday, December 31, 2018. Council discussed the matter at length and indicated their preference for taking a more comprehensive approach to time off for holidays throughout the year, moving forward.

Mayor Coiner made a motion, seconded by Councilmember Brooks, to designate Monday, December 31, 2018 as a Town holiday whereby Town offices are closed so that staff may enjoy a four-day weekend.

Roll call vote: Ayes: Councilmember Bradley, Councilmember Samra, Councilmember Brooks, Vice-Mayor Winkey and Mayor Coiner. Nays: None. The vote was unanimous.

NEW MATTERS BY THE PUBLIC AND COUNCIL

There was 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 (A1) – discussion of appointment to the Town Planning Commission; (A3) – discussion of possible acquisition of property for a community center and park property; and (A7) consultation with legal counsel pertaining to actual or probable litigation concerning the Freight Depot 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 (A1) – discussion of appointment to the Town Planning Commission; (A3) – discussion of possible acquisition of property for a community center and park property; and (A7) consultation with legal counsel pertaining to actual

or probable litigation concerning the Freight Depot 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 paragraphs (A1), (A3) and (A7) 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

Councilmember Samra made a motion, seconded by Mayor Coiner, to make an offer to CSX Railroad of \$29,700 for the purchase of property they own located at 100 Allen Street, noting that the offered price is based on the appraised value of \$27,000 as noted in the property appraisal done for the Town by Alvaro A. Delgado on October 29, 2018 plus a 10% premium.

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

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to appoint Katina Johnson of 112 Cobb Street, Gordonsville, VA to the Town of Gordonsville Planning Commission to fill the unexpired term of Tonya "Toni" Winkey-Scott, who resigned on August 13, 2018, with a term expiration of December 31, 2018.

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

Mayor Coiner asked Council to allow him additional time to turn in mileage reimbursement for the past year.

By consensus, Council agreed to extend additional time to the Mayor for turning in mileage reimbursement requests to the Treasurer for the past year.

ADJOURNMENT

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 10:08 p.m.

Robert K. Coiner, Mayor

Janet W. Jones, Town Clerk