



**TOWN OF GORDONSVILLE
TOWN COUNCIL
REGULAR MEETING**

Minutes

**Monday, June 25, 2018
6:30 p.m.
Council Chambers**

CALL TO ORDER

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

INVOCATION

No invocation was given.

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, III * arrived at 6:52 p.m.
Councilmember Elizabeth Samra

ADOPTION OF AGENDA

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

MATTERS BY THE PUBLIC

Chris Thomas, President, Gordonsville Little League

Mr. Thomas, President of Gordonsville Little League appeared before Council to ask for assistance with the 2018 Gordonsville Little League All-Stars. Mr. Thomas stated Gordonsville will be having two teams participate in the all-star tournaments starting in July.

Coach Hoffman stated local fundraising has been done and more events to raise funds are planned.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to make a donation of \$500.00 to the Gordonsville Little League All Star teams.

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

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.

Mr. Irby announced the date of April 27, 2019 as the date for the 2019 Aviation Day.

Craig Luther, 109 Linney Street

Mr. Luther appeared before Council and stated he is interested in obtaining the roof (tin) material from the Linney Street house and that he is willing to offer \$100.00 for it.

Mayor Coiner thanked Mr. Luther for his interest and indicated he should coordinate with Mrs. Kendall on the Linney Street roof material.

ANNOUNCEMENTS

Mayor Coiner made the following announcements.

Town Offices will be closed on Wednesday, July 4, 2019 in observance of Independence Day.

The July Town Council meeting will be held at 6:30 pm on Monday, July 16, 2018.

Mayor Coiner thanked his fellow Councilmembers for adjusting the Council meeting schedule so he could attend the 2018 Boys State for which he was a speaker. Mayor Coiner stated he had a wonderful time.

CONSENT AGENDA

Consideration of minutes for May 21, 2018 Town Council meeting and June 1, 2018 Special meeting.

Presentation of bills paid for the month of May 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 May 2018.
Revenue and Expense report for May 2018.*

The Town Treasurer was not present.

Police – Police Chief

Presentation of the Police Department activity report for May 2018.

The Police Chief presented his report.

Streets – Town Superintendent

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

The Public Works Director was not present.

Visitor Center – Visitor Center Director

Presentation of the Visitor Center activity report for May 2018.

The Visitor Center Director presented his report.

Dix Memorial Pool – Pool Manager

Presentation of the Dix Memorial Pool activity report for May 2018.

The Pool Manager presented his report and introduced Julia Yurasits, Assistant Manager.

UNFINISHED BUSINESS

Discussion of Verling Park Master Plan.

Mayor Coiner presented for discussion the Verling Park Master Plan.

Mayor Coiner stated he is not ready to continue with the discussion of the Verling Park Master Plan, and he made a motion, seconded by Mr. Bradley, to put the project on hold until further notice.

Councilmember Samra stated she is fine to go forward as proposed, but prefers the project stay on the agenda to keep it as an item of discussion. Mayor Coiner withdrew his motion.

Discussion of Town Code draft amendment regarding short-term rental of property.

Mayor Coiner presented for consideration the town code draft amendment regarding short-term rental of property.

Mayor Coiner asked about the origin of the draft amendment. Ms. Scolforo stated the wording for the amendment came from the Virginia State Code.

Councilmember Samra stated she would suggest language be added for a warning to be issued first before the \$250.00 penalty is assessed.

Ms. Scolforo stated a sentence could be added to read that a 30-day written notice will be given prior to the imposition of a penalty for non-compliance.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to adopt the Town Code amendment regarding short-term rental of property, as amended.

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

Councilmember Samra 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.	

NEW BUSINESS

Consideration of draft financial policy amendment regarding design-build procurement.

Mayor Coiner presented for consideration the draft financial policy amendment regarding design-build procurement.

Mayor Coiner stated he does not believe this is something for small towns, but for bigger towns and cities with larger projects. Mayor Coiner stated he does not support a change to the Town of Gordonsville financial policy regarding design-build procurement.

Vice-Mayor Winkey, Councilmember Bradley, and Councilmember Brooks stated they are not in support of the change to the Town of Gordonsville financial policy regarding design-build procurement.

Councilmember Samra stated she is not comfortable with the procedure the way it is written. Councilmember Samra stated she feels this should still be available for projects, including the Freight Depot.

Mrs. Kendall indicated her discussions with VDOT and others about the design-build provisions revealed that particular process would not expedite the Town's efforts in completing the depot project.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to not amend the Town of Gordonsville financial policy regarding design-build procurement.

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 for Town Manager to sign contract for obstruction removal at Gordonsville Municipal Airport.

Mayor Coiner presented for consideration the authorization for the Town Manager to sign contract for obstruction removal at Gordonsville Municipal Airport.

By consensus, Council tabled action on this matter until the July 16, 2018 meeting.

Consideration of FY2017-FY2018 Budget Adjustments.

Mayor Coiner presented for consideration the FY2017-2018 budget adjustments.

Councilmember Brooks made a motion, seconded by Mayor Coiner, to approve Supplemental Appropriation SA2018-2 and Budget Transfer BT2018-3 as follows and as presented.

Re-appropriate \$16,000.00 from the FY17 budget to the General Fund Treasurer *Accounting Management and Consulting* expense line item, and to re-appropriate \$16,000.00 from the FY17 budget to the Water Fund Treasurer *Accounting Management and Consulting* expense line item.

Appropriate \$4,180.60 from the FY18 General Fund *Cigarette Tax* revenue line item to the General Fund Treasurer *Cigarette Tax Stamps* expense line item.

Appropriate \$1,231.50 from the General Fund *Transfer from Reserves* revenue line item to the General Fund Treasurer *Office Equipment* expense line item, and \$1,231.50 from the Water Fund *Transfer from Reserves* revenue line item to the Water Fund Treasurer *Office Equipment* expense line item.

Appropriate \$1,000 from the Pool Fund *Transfer from Reserves* revenue line item to the Pool Fund *Materials & Supplies* expense line item.

Appropriate \$7,000 from the Pool Fund *Transfer from Reserves* revenue line item to the Pool Fund *Chemicals* expense line item.

Budget Transfer BT2018-3

\$1,147.19 from the General Fund Public Works *Landfill Tipping Fees* expense line item to the General Fund Public Works *Equipment Repair* expense line item to cover unanticipated equipment repairs needed in FY18.

\$1,100 from the General Fund Public Works *Schools* expense line item to the General Fund Public Works *Town Beautification* expense line item for the removal of the tree behind Town Hall and landscaping work in the downtown area.

\$1,719.02 from the General Fund Public Works *Snow Removal* expense line item to the General Fund Public Works *Vehicle Maintenance* expense line item for unanticipated vehicle repairs needed in FY18.

\$1,272.79 from the General Fund Capital Outlay *PW Vehicle Purchase – Replacement Capital* expense line item to the General Fund Capital Outlay *PW Equipment Purchase – New Capital* expense line item for the purchase of equipment needed in the Public Works department.

\$5,272.78 from the Water Fund Capital Outlay *PW Vehicle Purchase – Replacement Capital* expense line item to the Water Fund Capital Outlay *PW Equipment Purchase – New Capital* expense line item for the purchase of equipment needed in the Public Works department.

\$1,000.00 from the Water Fund *Water Tank Maintenance* expense line item to the Water Fund *Landfill Tipping Fees* expense line item for the disposal of construction debris resulting from an unanticipated increase in water leaks in FY18.

\$1,000.00 from the Water Fund *Schools* expense line item to the Water Fund *Materials & Supplies* expense line item for the purchase of materials and supplies needed for an unanticipated increase in water leaks in FY18.

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 termination of Civic Plus contract for website management services.

Mayor Coiner presented for consideration the termination of the Civic Plus contract for website management services.

Councilmember Samra stated she was not comfortable at this time to terminate the Civic Plus contract for website management services.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to table this matter until the Council meeting scheduled for July 16, 2018.

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 demolition of Linney Street property.

Mayor Coiner presented for consideration the demolition of Linney Street property.

Council briefly discussed the demolition of the Linney Street property and asked that more information be obtained regarding asbestos testing.

Mayor Coiner stated he is not ready to move forward with this now and wants to allow the previous owner to access the house and remove any items of value.

Consideration of solid waste collection and disposal service.

Mayor Coiner presented for consideration the solid waste collection and disposal service.

Council discussed the extension of the current contract with Time Disposal for solid waste collection; specifically discussed was how to inform citizens of the Town who will be affected by no longer having trash collection on Fridays.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to negotiate a 90-day extension to the contract with Time Disposal, upon review and approval by the Town Attorney, for town-wide trash collection, including provisions for collection one day a week.

Roll call vote:

Councilmember Bradley	Aye
Councilmember Brooks	Aye
Councilmember Samra	Aye
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 release a solicitation for bids for solid waste collection and disposal, subject to review by the Town Attorney.

Roll call vote:

Councilmember Brooks	Aye
Councilmember Samra	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.

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 park property 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 park property, 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 Samra made a motion, seconded by Vice-Mayor Winkey, 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 Samra	Aye
	Councilmember Brooks	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 10:10 p.m.

Robert K. Coiner, Mayor

Janet W. Jones, Town Clerk