



**TOWN OF GORDONSVILLE
TOWN COUNCIL
REGULAR MEETING**

Minutes

**Monday, October 15, 2018
6:30 p.m.
Council Chambers**

CALL TO ORDER

Mayor 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.

Pursuant to Virginia Code §2.2-3708.2 (A.1 (b)), telephonic meeting participation of Vice-Mayor Emily Winkey.

Mayor Coiner stated staff has received notice from Vice-Mayor Winkey to participate telephonically in the meeting this evening. Mayor Coiner noted all other members of Council are present in the Council chambers and therefore a quorum exists.

Mayor Coiner made a motion, seconded by Councilmember Brooks, pursuant to Virginia Code §2.2-3708.2(A.1(b)), to approve the telephonic meeting participation of Vice-Mayor Emily Winkey, who is temporarily out of town in Williamsburg, Virginia at the Patrick Henry Inn, and as such is not able to physically attend the October 15, 2018 Council meeting.

Roll call vote:

Councilmember Samra	Aye
Councilmember Bradley	Aye
Councilmember Brooks	Aye
Mayor Coiner	Aye

The vote was unanimous.

Roll Call:

Present
Mayor Robert K. Coiner
Vice-Mayor Emily Winkey

Councilmember James L. Bradley
Councilmember Ronald Brooks
Councilmember Elizabeth Samra

ADOPTION OF AGENDA

Councilmember Samra made a motion, seconded by Councilmember Bradley, to adopt the agenda as presented. The vote was unanimous.

MATTERS BY THE PUBLIC

Proclamation in Support of Red Ribbon Week – Mayor Coiner

Mayor Coiner read the Proclamation in Support of Red Ribbon Week.

ANNOUNCEMENTS

Mayor Coiner made the following announcements:

The Town will observe trick-or-treating between 6:00 p.m. and 9:00 p.m. on Wednesday, October 31st for children 12 years old and younger.

The Gordonsville Veterans Parade will be held on Saturday, November 10, 2018 at 2 pm.

Gordonsville Town Offices will be closed on Monday, November 12, 2018 in observance of Veterans Day.

The November Town Council meeting will be held at 6:30 pm on Monday, November 19, 2018.

CONSENT AGENDA

Consideration of minutes for September 17, 2018 Town Council regular meeting.

Presentation of bills paid for the month of September 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 September 2018.

The Town Treasurer presented her report.

Police – Police Chief

Presentation of the Police Department activity report for September 2018.

The Police Chief presented his report.

Streets – Public Works Director

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

The Public Works Director was not present.

Visitor Center – Visitor Center Director

Presentation of the Visitor Center activity report for September 2018.

The Visitor Center Director presented his report.

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 termination of Civic Plus contract for website management services.

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

Mrs. Kendall stated she feels ready to move forward with the release of the new website link to Council and the website committee.

Councilmember Bradley stated if not finished with the new website the Town may not be ready to release the contract with Civic Plus.

Councilmember Samra stated she can't support the termination of the Civic Plus contract until meeting held to discuss the new website update.

Council reached a consensus to have a called meeting for Monday, October 22, 2018 at 5:45 pm to discuss the termination of the Civic Plus contract.

Consideration of PPTRA rate.

Mayor Coiner presented for consideration the PPTRA rate.

Councilmember Bradley made a motion, seconded by Councilmember Brooks, to approve the 2018 PPTRA rate at 53% relief.

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 Town Code amendment regarding transient occupancy tax.

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

Council discussed at length at percent the transient occupancy tax rate should be.

The Town Attorney stated she will research the provisions further and provide staff with a revised Town Code amendment for consideration at the next Council meeting.

NEW BUSINESS

Consideration of authorization for Town Manager to sign contract for Freight Depot consulting engineering services.

Mayor Coiner presented for consideration the authorization of the Town Manager to sign contract for Freight Depot consulting engineering services.

Councilmember Bradley reviewed the contract with Council pointing out a few typographic errors and asked that they be corrected in the final copy to staff.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager, upon review and approval by the Town Attorney, to sign a contract with Wendel for consulting engineering services for the completion of the Freight Depot exterior stabilization and renovation project.

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 proposal for commercial services regarding Public Works leased space.

Mayor Coiner presented for consideration the proposal for commercial services regarding the Public Works leased space.

Council discussed at the length the proposal for commercial services at the new Public Works Facility.

Councilmember Bradley stated the new Public Works Facility needs to be renamed and also include the airport as part of the advertisement of the facility.

Council reached a consensus to place this on the October 22, 2018 Council Work Session agenda for further discussion and possible action.

Discussion of date and location for Town Christmas party.

Mayor Coiner presented for discussion the date and location for the Town Christmas party.

Council discussed possible dates of Thursday, December 13, 2018 and Thursday, December 20, 2018.

Council reached a consensus to hold the Town Christmas party on Thursday, December 13, 2018 at Rochambeau starting at 6:00 p.m.

TOWN MANAGER'S REPORT

The Town Manager reviewed her report with Council.

NEW MATTERS YB 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 (A1) – discussion of appointment to the Town Planning Commission, paragraph (A3) – discussion of possible acquisition of property for park expansion and paragraph (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 discussion of disposition of publicly held real 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

Consideration of appointment to the Town Planning Commission.

There was no action taken on the appointment to the Town Planning Commission.

ADJOURNMENT

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 9:19 p.m.

Robert K. Coiner, Mayor

Janet W. Jones, Town Clerk