



**TOWN OF GORDONSVILLE  
TOWN COUNCIL  
REGULAR MEETING**

**Monday, September 16, 2019  
6:30 p.m.  
Council Chambers**

**CALL TO ORDER**

Vice-Mayor Winkey called the meeting to order at 6:30 p.m.

**INVOCATION**

Vice-Mayor Winkey gave the invocation.

**PLEDGE OF ALLEGIANCE**

Vice-Mayor Winkey led everyone in the pledge of allegiance.

**Roll Call:** Mayor Robert K. Coiner      \*\*arrived at 6:35 p.m.  
Vice-Mayor Emily Winkey  
Councilmember James L. Bradley  
Councilmember Ronald Brooks  
Councilmember Elizabeth Samra

**ADOPTION OF AGENDA**

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

**MATTERS BY THE PUBLIC**

*Peter Hujik. Piedmont Environmental Council*

Mr. Hujik appeared before Council to state Piedmont Environmental Council had acquired a parcel of land located in the southeast corner of the Allen and King Streets intersection, and that PEC was leasing the property to the Fire Company for use as overflow parking during events.

*Kathleen O'Connell, Partnership Specialist – Central Virginia U.S. Census Bureau*

Ms. O'Connell appeared before Council to solicit their support of the 2020 Census, as well as their help with encouraging residents to respond to the 2020 Census so as to achieve a complete count for the town.

## **ANNOUNCEMENTS**

Mayor Coiner made the following announcements:

Gordonsville Fall Festival (formerly Gordonsville Street Festival) will be held on Saturday, October 5, 2019 from 9 a.m. to 4 p.m. at the Gordonsville Volunteer Fire Company fairgrounds.

The Town's Fall Clean-Up will be Monday, September 30th, through Friday, October 11th, 2019.

The October Town Council meeting will be held at 6:30 pm on Monday, October 21, 2019.

## **CONSENT AGENDA**

*Consideration of minutes from the August 12, 2019 Council Work Session, August 19, 2019 Town Council meeting and August 26, 2019 Council Work Session.*

*Presentation of bills paid for the month of August 2019.*

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 August 2019.*

The Town Treasurer was absent.

### **Police – Police Chief**

*Presentation of the Police Department activity report for August 2019.*

Sgt. Glen Arrington presented the Police Department activity report.

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

*Presentation of the Public Works Department activity report for August 2019.*

The Public Works Director presented his report.

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

*Presentation of the Visitor Center activity report for August 2019.*

The Visitor Center Director presented his report.

### **Dix Memorial Pool – Pool Manager**

*Presentation of the Dix Memorial Pool activity report for August 2019.*

The Pool Manager presented his report. Members of Council thanked Mr. Ferguson for his hard work during the swim season. Upon inquiry by Councilmember Samra, Mr. Ferguson stated his thoughts for improvements at the pool for the 2020 season. Specifically, he suggested the non-swimmer fee for guardians be eliminated. He also suggested that the pool hours be more consistent throughout the week, noting that a 12 p.m. to 7 p.m. time frame for Tuesday through Saturday, and 1 p.m. to 7 p.m. on Sundays, would be easier for pool patrons to remember and would also be more in line with actual use of the pool.

### **UNFINISHED BUSINESS**

*Consideration of application for vending on Town property.*

Mayor Coiner presented for consideration the application for vending on Town property.

Council discussed at length the application process, expiration of permit and the fee to be charged to vend on Town property. After discussion, Council determined a fee of \$25.00 will be charged for each permit issued, and the permit will expire 14 days after notice of non-use by the vendor.

Councilmember Brooks made a motion, seconded by Councilmember Bradley, to approve the application to vend on Town property, as amended.

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

Mayor Coiner made a motion, seconded by Councilmember Samra, to permit Just Dogs and Catering to vend on Town property, as requested, upon submittal of an application, fees and any requested documentation to the Town.

**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 airport runway-taxiway-apron improvements.*

Mayor Coiner presented for consideration the airport runway-taxiway-apron improvements.

Council discussed at length option number 9 of the design proposal provided by Talbert and Bright.

Councilmember Brooks made a motion, seconded by Vice-Mayor Winkey, to authorize Talbert & Bright to proceed with the design of runway-taxiway-apron improvements and corresponding bid documents in accordance with Option 9, as presented.

**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 recommendation to fill the Maplewood Board of Trustees vacancy.*

Mayor Coiner presented for consideration the recommendation to fill the Maplewood Board of Trustees vacancy.

Mayor Coiner made a motion, seconded by Councilmember Samra, to recommend to the Orange County Circuit Court the appointment of Dale Shifflett of 6224 Governor Barbour Street, Barboursville, VA to the Maplewood Board of Trustees.

**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 PPTRA rate.*

Mayor presented for consideration the PPTRA rate.

Vice-Mayor Winkey made a motion, seconded by Councilmember Brooks, to approve the 2019 PPTRA rate at 58% 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 FY2018-2019 and FY2019-2020 budget adjustments.*

Mayor Coiner presented for consideration the FY2018-2019 and FY2019-2020 budget adjustments.

FY2019

Supplemental Appropriation SA2019-8

Council discussed at length the request to appropriate \$59,965.59 from the FY19 Water Fund *Water Revenue* revenue line item to the Water Fund Administration *Water Payment to RSA* expense line item, and took no action on the request. Councilmembers noted they want to see real time figures even if they show in the red. Mayor Coiner stated he wants every line item to mean something and would like to see the streetlights have a new line item to separate out the utility cost.

Mayor Coiner made a motion, seconded by Councilmember Brooks, to appropriate \$10,060.71 from the General Fund *Transfer from Reserves* revenue line item to the General Fund Administration *Professional Services* expense line item, as presented.

**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 made a motion, seconded by Councilmember Brooks, to not appropriate \$16,639.81 from the General Fund *Transfer from Reserves* revenue line item to the General Fund Public Works *Street Lights* expense line item but, moving forward, break out effective line items for informational purposes.

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

Budget Transfer BT2019-5

Mayor Coiner made a motion, seconded by Councilmember Brooks, to approve BT2019-5 to transfer \$40,272.89 from the Water Fund Public Works *Regular Wages, FICA and Hospital/Medical* expense line items to the General Fund Public Works *Regular Wages, FICA and Hospital/Medical* expense line items, as presented. The vote was unanimous.

FY2020

Supplemental Appropriation SA2020-1

Mayor Coiner made a motion, seconded by Councilmember Brooks, to approve the supplemental appropriation of funds from the FY19 budget to the FY20 budget, as presented.

**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 FY21 budget development schedule.*

Mayor Coiner presented for consideration the FY21 budget development schedule.

Councilmember Samra made a motion, seconded by Councilmember Brooks, to schedule a budget development work session for October 28, 2019. The vote was unanimous.

*Consideration of Safe Routes to School funding application and resolution of support.*

Mayor Coiner presented for consideration the Safe Routes to School funding application and resolution of support.

Council discussed the Safe Routes to school funding application.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to approve resolution #2019-9A in support of a Transportation Alternatives Set-Aside Safe Routes to School application for sidewalk and crosswalk improvements in proximity to Gordon Barbour Elementary School, as presented.

**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 Visitor Center sidewalk improvements.*

Mayor Coiner presented for consideration the Visitor Center sidewalk improvements.

Council discussed the Visitor Center sidewalk improvements.

Mayor Coiner stated he feels no action is needed on the sidewalk improvements in front of the Visitor Center at this time and this topic will be discussed later once existing Town projects are completed and Council can further discuss what they want the sidewalk improvements to be. By consensus, Council postponed further discussion on this matter until a later time.

*Consideration of airport consulting engineering services contract renewal.*

Mayor Coiner presented for consideration the airport consulting engineering services contract renewal.

Councilmember Brooks made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to sign Amendment No. 2 to extend the current contract with Talbert & Bright for airport engineering consulting services for the Gordonsville Municipal Airport through October 16, 2020.

**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 letter of engagement for boundary adjustment legal services.*

Mayor Coiner presented for consideration the letter of engagement for boundary adjustment legal services.

Council discussed the letter of engagement from Troutman Sanders and asked that additional information on what services and costs Troutman Sanders will be providing to the Town be obtained before any action is taken. The Town Attorney stated she would reach out to the firm to ask for more information for further consideration by Council.

## **TOWN MANAGER’S REPORT**

The Town Manager presented her report.

## **NEW MATTERS BY THE PUBLIC AND COUNCIL**

Councilmember Samra asked if it would be possible to change the Fall Clean-up dates so as not to conflict with the Fall Festival.

Mrs. Kendall stated she would follow up, and she further noted that the Town of Orange and Town of Gordonsville work together to schedule the spring and fall clean-ups each year.

## **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 community center 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 Vice-Mayor Winkey, 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 possible lease of the Gordonsville Business Center; 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.

<b>Roll call vote:</b>	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 Vice-Mayor Winkey, to certify that only matters lawfully exempted under Virginia Code Section 2.2-3711 paragraphs (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**

There were no new matters by Council.

**ADJOURNMENT**

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 9:35 p.m.

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Robert K. Coiner, Mayor

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Janet W. Jones, Town Clerk