



**TOWN OF GORDONSVILLE  
TOWN COUNCIL  
REGULAR MEETING**

Monday, July 20, 2020  
6:30 p.m.  
Electronically via telephone (Zoom)  
Pursuant to  
Virginia Code § [2.2-3708.2\(A\)\(3\)](#)

*\*\*This meeting was held via Zoom video conference and was available to the public. As such, the minutes are required to reflect the physical location of each Councilmember.*

*Mayor Robert Coiner participated from his residence, located at 209 E. Gordon Avenue, Gordonsville, VA*

*Vice-Mayor Emily Winkey participated from her residence, located at 310 Cobb Street, Gordonsville, VA*

*Councilmember Jim Bradley participated from his residence, located at 102 Jackson Street, Gordonsville, VA*

*Councilmember Ronald Brooks participated from his residence, located at 136 Martinsburg Avenue, Gordonsville, VA*

*Councilmember Elizabeth Samra participated from her residence, located at 304 N. Main Street, Gordonsville, VA*

**CALL TO ORDER**

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

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

Roll Call: Mayor Robert K. Coiner  
Vice-Mayor Emily Winkey  
Councilmember James L. Bradley  
Councilmember Ronald Brooks III  
Councilmember Elizabeth Samra

## **ADOPTION OF AGENDA**

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

## **MATTERS BY THE PUBLIC**

Anthony Herring, Well Hung Vineyard, spoke on the “Gordonsville First Fridays” events.

## **ANNOUNCEMENTS**

Mayor Coiner made the following announcements.

The August Town Council meeting will be held at 6:30 pm on Monday, August 17, 2020.

## **CONSENT AGENDA**

*Consideration of minutes for June 15, 2020 Town Council meeting and June 22, 2020 Town Council Special meeting.*

*Presentation of bills paid for the month of June 2020.*

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 June 2020.*

The Town Treasurer presented her report.

### **Police – Police Chief**

*Presentation of the Police Department activity report for June 2020.*

The Police Chief presented his report.

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

*Presentation of the Public Works Department activity report for June 2020.*

The Public Works Director presented his report.

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

*Presentation of the Visitor Center activity report for June 2020.*

The Visitor Center Director presented his report.

## **UNFINISHED BUSINESS**

*Consideration of disposition of Dix Memorial Pool for the 2020 season.*

Mayor Coiner presented for consideration the disposition of Dix Memorial Pool for the 2020 season.

Council discussed the closing of Dix Memorial Pool for the 2020 season due to the COVID-19 virus and concerns for keeping both the staff and citizens safe during this pandemic.

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to not open the Dix Memorial Pool for the 2020 season. The vote was unanimous.

*Consideration of disposition of Town of Gordonsville events for the balance of 2020.*

Mayor Coiner presented for consideration the disposition of Town of Gordonsville events for the balance of 2020.

Council discussed at length the Sesquicentennial, Fried Chicken Festival in September and the Veterans Parade in November. Virginia is in Phase III of Governor Northam's Forward Virginia initiative, which allows gatherings of up to 250 people with physical distancing, wearing of face masks when physical distancing cannot be observed and the extensive sanitizing of surfaces.

Council reached a consensus that the Sesquicentennial event and the Fried Chicken Festival will not be held this year, and to only have the Veterans Parade in November with no event at the firehouse after the parade.

*Consideration of CARES Act funding allocation.*

Mayor Coiner presented for consideration the CARES Act funding allocation.

Mrs. Kendall stated to date \$11,185 has been encumbered for the Town's CARES Act related materials or services. Mrs. Kendall stated the Town will be receive a lump sum once a funding agreement with the County has been executed. Mrs. Kendall stated the agreement has been drafted by the County and provided to the Town Attorney for review.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to sign the Memorandum of Understanding between Orange County and the Town of Gordonsville for the allocation of CARES Act funding, as presented.

<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.	

## NEW BUSINESS

*Consideration of authorization to execute contract for freight depot project construction.*

Mayor Coiner presented for consideration the authorization to execute contract for freight depot project construction.

Mrs. Kendall stated two construction bids for the completion of the freight depot exterior renovation were received on June 17, 2020, and a bid analysis of the responsible and responsive bidder has been submitted to VDOT for their review and has been provided to Council for their information. Mrs. Kendall stated she is requesting Council's authorization, upon authorization by VDOT and review and approval by the Town's legal counsel, to execute a contract with the successful bidder for the completion of the depot project.

Councilmember Bradley made a motion, seconded by Councilmember Brooks, to authorize the Town Manager to execute a contract with the successful bidder for completion of the exterior renovation of the Freight Depot, as presented, pending VDOT's authorization to award the contract, and upon review and approval by the Town's legal counsel.

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

*Consideration of engineering consulting firm proposal review for Town Hall parking lot redevelopment project.*

Mayor Coiner presented for consideration the engineering consulting firm proposal review for the Town Hall parking lot redevelopment.

Mrs. Kendall stated eleven proposals for engineering consulting services for the redevelopment of the Town Hall parking lot were received on Friday, July 17<sup>th</sup> with copies of the proposals received provided to Council. Mrs. Kendall stated in accordance with the schedule set for the project, a work session for Council to review the proposals for the selection of firms to interview is tentatively set for Monday, July 27<sup>th</sup>. Mrs. Kendall stated should that date be available for Council, she requests that a work session be scheduled.

Councilmember Samra made a motion, seconded by Councilmember Bradley, to schedule a work session to review engineering consulting proposals for the Town Hall parking lot redevelopment for Monday, July 27, 2020 at 6:30 pm via the Zoom platform. The vote was unanimous.

*Discussion of quarry water access agreement extension.*

Mayor Coiner presented for discussion the quarry water access agreement extension.

Councilmember Bradley asked this item be moved to closed session.

*Consideration of special entertainment permit for “Gordonsville First Fridays” events.*

Mayor Coiner presented for consideration the special entertainment permit for “Gordonsville First Fridays” events.

Mrs. Kendall stated that the Gordonsville downtown merchants desire to continue having similar events billed as “Gordonsville First Fridays”, to promote downtown and encourage residents and visitors to patronize local shops. Mrs. Kendall stated per the Town code, such events require a special entertainment permit issued by Town Council.

Mrs. Kendall further stated the merchants desire to hold events on Friday, August 7<sup>th</sup> and Friday, September 4<sup>th</sup> and both will run from 5-8 p.m.

Council discussed at length “Gordonsville First Fridays” and the need to remind those in attendance of the social distancing requirements, and that the event must be controlled or will have to shut down.

Ms. Scolforo, Town Attorney, stated she wants extensive language on the permit and if the Governor announces we go back into Phase I or Phase II the event will be cancelled.

Councilmember Samra made a motion, seconded by Councilmember Bradley, to issue a special entertainment permit to the downtown merchants for “Gordonsville First Fridays” events to be held on Friday, August 7<sup>th</sup> and Friday, September 4<sup>th</sup>, as presented and upon review and approval by the Town Attorney.

<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.	

*Consideration of funding Safe Routes to School grant project.*

Mayor Coiner presented for consideration of funding Safe Routes to School grant project.

Mrs. Kendall stated Virginia Department of Transportation (VDOT) has notified the Town that they anticipate the Commonwealth Transportation Board (CTB) will hold public meetings and award funding for selected projects this fall, and that the Town’s Safe Routes to School project has been tentatively selected for funding in the requested amount of \$451,184. Mrs. Kendall provided to Council the project cost breakdown, including the Town’s match and requested contribution from Orange County Public Schools.

Mrs. Kendall VDOT is reaching out to localities whose projects are slated for funding, prior to CTB review and award, to determine their plans for moving forward in light of tentative Transportation Alternatives (TA) project selections and recognizing possible local financial constraints due to COVID-19. Specifically, VDOT is asking each locality to review its local situation and respond whether they have the financial means, resources and desire to actively pursue the referenced TA project at this time, keeping in mind the existing policies regarding the need for a minimum 20% local match contribution;

the need to expend federal funds by submitting reimbursement requests every 90 days and a commitment to reach the construction phase within four (4) years of the project's first allocation of federal TA funds.

Council discussed at great length the need for sidewalks and curb and gutter. Council had many questions that needed to be answered on the Safe Routes to School grant project.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, that discussion of affirmation of the Town's Safe Routes to School grant project be added to the Monday, July 27, 2020 Town Council work session agenda.

**Roll call vote:**

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

The vote was unanimous.

## **TOWN MANAGER'S REPORT**

The Town Manager presented her report.

## **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 or consideration of the acquisition and disposition of real property for a public purpose; (A5) – discussion concerning a prospective business where no previous announcement has been made of the business' interest in locating its facilities in the community; 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 Code of Virginia Section 2.2-3711 paragraphs (A3) – discussion or consideration of the acquisition and disposition of real property for a public purpose; (A5) – discussion concerning a prospective business where no previous announcement has been made of the business' interest in locating its facilities in the community; 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 Brooks	Aye
Councilmember Samra	Aye
Councilmember Bradley	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 (A3), (A5) and (A7) 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 Brooks	Aye
	Vice-Mayor Winkey	Aye
	Mayor Coiner	Aye
	The vote was unanimous.	

### **NEW MATTERS BY COUNCIL**

There were no new matters by Council.

### **ADJOURNEMENT**

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