



**TOWN OF GORDONSVILLE  
TOWN COUNCIL  
REGULAR MEETING**

**Monday, May 18, 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 E. Brooks III  
Councilmember Elizabeth Samra

## **ADOPTION OF AGENDA**

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

## **ANNOUNCEMENTS**

Mayor Coiner made the following announcements.

Town Offices will be closed on Monday, May 25, 2020 in observance of Memorial Day. The June Town Council meeting will be held at 6:30 p.m. on Monday, June 15, 2020.

## **CONSENT AGENDA**

*Consideration of minutes for March 12, 2020 Town Council Work Session, March 16, 2020 Town Council meeting, March 30, 2020 Town Council Emergency meeting, April 9, 2020, and April 23, 2020 Town Council Special meetings.*

*Presentation of bills paid for the month of March, 2020 and April, 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 April 2020.  
Revenue and Expense Report for March, 2020 and April, 2020.*

The Town Treasurer presented her report.

### **Police – Police Chief**

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

The Chief of Police was not present.

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

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

The Public Works Director was not present.

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

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

The Visitor Center Director presented his report.

## **UNFINISHED BUSINESS**

*Consideration of proposed Fiscal Year 2020-2021 Budget and Appropriations Schedule and Resolution.*

Mayor Coiner presented for consideration the proposed Fiscal Year 2020-2021 Budget and Appropriations Schedule and Resolution.

Councilmember Samra asked that monies not expensed for sidewalks in FY2019-2020 be carried forward to the FY 2020-2021 budget sidewalk line item.

Vice-Mayor Winkey asked that weekly updates on budget numbers be provided for review.

Councilmember Samra made a motion, seconded by Councilmember Brooks, to adopt the proposed fiscal year 2020-2021 budget, 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.	

Mayor Coiner made a motion, seconded by Councilmember Brooks, to adopt the appropriation resolution #2020-5a making an annual appropriation of the funds contained in the approved fiscal year 2020-2021 budget, including the proposed modifications to the Town's current fee schedule, as presented, to be effective July 1, 2020.

<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.	

## **NEW BUSINESS**

*Consideration of proposed Tax Levy ordinance of the Gordonsville Town Code effective January 1, 2020.*

Mayor Coiner presented for consideration the proposed Tax Levy ordinance of the Gordonsville Town Code effective January 1, 2020.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to adopt the proposed Tax Levies Ordinance establishing the tax rates effective January 1, 2020, 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.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to waive the second reading of the ordinance.

**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 proposed Fiscal Year 2020-2021 employee pay and classification schedule.*

Mayor Coiner presented for consideration the proposed Fiscal Year 2020-2021 employee pay and classification schedule.

Councilmember Bradley asked if Council should wait on the proposed Fiscal Year 2020-2021 employee pay and classification schedule with the hold on merit increases.

Mrs. Kendall stated the adoption of the employee pay and classification schedule will not affect pay increases until such time they are approved later this year. Mrs. Kendall stated the employee pay and classification allows room for those who have tapped out of their pay classification.

Councilmember Brooks made a motion, seconded by Councilmember Samra, to adopt the FY2020-2021 employee classification and pay schedule as presented, to be effective July 1, 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 waiver of penalty and interest on first half of 2020 real estate taxes.*

Mayor Coiner presented for consideration the waiver of penalty and interest on first half of 2020 real estate taxes.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Treasurer to waive penalty and interest on the first half of 2020 real estate taxes paid to the Town after the June 20, 2020 due date and through July 20, 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 FY2020 budget adjustment.*

Mayor Coiner presented for consideration of FY2020 budget adjustment.

Councilmember Brooks made a motion, seconded by Councilmember Samra, to approve BT2020-02 for the transfer of \$2,654 from the Public Works general fund *Snow Removal* expense line item to the Public Works general fund *Building Maintenance-Contractual* expense line item, and for the transfer of \$4,800 from the Capital Outlay PW *Equipment Purchase – New Capital* expense line item to the Public Works general fund *Equipment Repairs* expense line item (\$2,400) and the Public Works water fund *Equipment Repairs* expense line item (\$2,400), 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 extension of ordinances regarding continuity of operations and the suspension of certain charges during the COVID-19 pandemic.*

Mayor Coiner presented for consideration extension of ordinances regarding continuity of operations and the suspension of certain charges during the COVID-19 pandemic.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to adopt an ordinance to extend the suspension of certain charges for tax and utility penalties, interest and fees during a local emergency, 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.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to waive the second reading of the ordinance.

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

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

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

Councilmembers discussed at the length the disposition of Dix Memorial Pool due to the pandemic and the phasing of reopening the Commonwealth.

Councilmembers reached a consensus to place this item on the June 15, 2020 Council agenda for further discussion.

### **TOWN MANAGER’S REPORT**

The Town Manager presented her report.

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

There were no new matters by Public and Council.

### **CLOSED SESSION**

*Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 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 (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 Bradley Aye  
Councilmember Brooks Aye  
Councilmember Samra 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 paragraph, (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 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.

**ADJOURNMENT**

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 8:20 p.m.

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Robert K. Coiner, Mayor

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Janet W. Jones, Town Clerk