

TOWN COUNCIL MEETING MINUTES

February 18, 2020

Call to Order

The Clarksville Town Council met in regular session on February 18th, 2020 at 6:30 p.m. Mayor Kevin Allgood called the meeting to order and provided the invocation. Council members present were Mayor Kevin Allgood, Vice-Mayor Mike Sizemore, Chris Clarke, Loretta Harris, Carolyn Hite, Danny Pittard and Bruce Woerner. Staff members present were Town Manager Jeff Jones, Treasurer/Clerk Tara Murphy, Town Operations Director Richard Elliott, and Police Chief Ricky Wilkinson.

Approval of Minutes

The minutes of the January 21st, 2020 meeting were approved with no additions, deletions, or corrections with a motion by Vice-Mayor Sizemore, seconded by Council member Hite, and approved by all.

The minutes of the February 6th, 2020 special meeting were approved with no additions, deletions, or corrections with a motion by Vice-Mayor Sizemore, seconded by Council member Woerner, and approved by all.

Presentation of List of Vendors Paid

The list of vendors paid for January 2020 was presented to Council. Vice-Mayor Sizemore stated that the staff should check with some of the vendors such as Ace Hardware and Talbert's Building Supply to see if they would give any discount based on the amount the Town purchases. Council member Harris motioned to approve the list of vendors paid for January 2020, seconded by Council member Clarke, and approved by all.

Presentation of Financial Statements

The financial statements for January 2020 were presented to Council. Vice-Mayor Sizemore motioned to approve the financial statements for January 2020, seconded by Council member Clarke, and approved by all.

Clarksville Volunteer Fire Department – Emergency Response Billing

Vice-Mayor Sizemore stated that the committee reviewed the Clarksville Fire Department's request further and he is in agreement with it. Vice-Mayor Sizemore motioned to approved the Emergency Response Billing resolution, seconded by Council member Hite, and approved by all.

Public Input for Consideration for the 2020-2021 Budget

Mayor Allgood stated that the Council would hear any public comment for the upcoming 2020-2021 Budget. He opened the public hearing and asked for any public comment.

Ann Miller of 229 4th Street requested the Town again work to raise 4th Street as well as her driveway entrance. Town Manager Jones stated that he has been addressing this issue with VDOT to include this area in the long-range plan which includes widening and raising the road and also putting in walking and bike paths. He stated that the Town can put it into the comprehensive plan later. He stated that he is working to get the VDOT representative to come and look at the area.

Mayor Allgood closed the public hearing.

Public Comment

There was no public comment.

Presentation of Town Operation Reports

The Town Operations report was presented to Council.

Town Operations Director Richard Elliott informed Council that the crew has had a few water and sewer line issues on 5th Street, 6th Street, Park Avenue and Raynob Street. He stated that the Park Avenue/Raynob Street issue occurred during a water and sewer connection as other lines were found that they didn't know about. He stated that as soon as the weather warms up and asphalt is available, the streets will be repaired. He stated that they had to address some mud on Park Avenue. Director Elliott stated that the DMR for permitting the Waste Plant facility has been received and the limits are the same. He stated that, however, DEQ now requires the Waste Plant to increase tests to 3 tests per week for the next 5 years.

Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Police Chief Wilkinson stated that the radios are working well since the issues with the antenna and the repeater have been resolved. He stated that the CAD/RMS went live today and they are working through any issues. He stated that he did not have any updated information on the arrival of the Police car.

UNFINISHED BUSINESS

Planning Commission Update

Town Manager Jones stated that the Planning Commission met for the annual administrative meeting on January 27, 2020 where Robin Tuck was appointed Chairman, Larry Chapman was appointed Vice-Chairman and Todd Jones was appointed Secretary. He stated that the PC will be looking into short term rentals in future meetings. He stated that the Special Use Permit was issued on March 2, 2020.

Roofing Projects – Police & Chamber

Town Manager Jones stated that only one bid was received for the Police Department and Chamber of Commerce roof replacements from American Timberland Homes Co. and the bids were higher than expected. He stated that the pre-bid meeting was held on January 30, 2020 and the bids were received February 11, 2020 at 2:00 p.m. He stated that the bid from American Timberland Homes Co. was higher than the budgeted amount. He stated that the Chamber building needs to be done soon and the Town will receive some funds from FEMA to help with the cost of the Police Department. He stated that the staff have been in negotiations with Mr. Brian Upton on the bids. Town Manager Jones stated that the staff met with the Buildings and Grounds Committee to bring a recommendation on the projects. Town Manager Jones stated that the recommendation is to award the bid to American Timberland Home Co. for the Union Corrugated Metal Roof for \$89,900 for the Police Department. He stated that the staff requests to transfer funds from General Administration Capital Outlay \$40,000, \$10,447 from Police Building Maintenance, \$20,000 from Police Equipment Maintenance, and \$9,453 from General Fund contingency to pay for the Police Department roof. He stated that the staff recommends awarding the bid for the Chamber of Commerce to American Timberland Home for \$71,000 for the Union Corrugated Metal roof. He stated that the staff requests to transfer \$64,591 from Sanitation Capital Outlay and \$3,409 from General Fund contingency to pay the cost of the Chamber of Commerce roof.

Vice-Mayor Sizemore motioned to award the bids to American Timberland Home and approve the line item transfers as well as the appropriations from General Fund contingency, seconded by Council member Clarke, and approved by all.

Upcoming Events

Town Manager Jones presented the list of the upcoming events as well as the list of the 2020 road closures. He stated that the Wine Festival will be held in a different location due to VDOT not approving the bridge location. Council member Woerner stated that there are 26 events planned for 2020 and he expressed thanks for all of the volunteer groups that work hard to bring people to Clarksville.

Spill Response Plan

Town Manager Jones stated that the staff received the draft from CHA Consulting, reviewed it and now CHA is working to finalize the plan for Council's review.

NEW BUSINESS

Fine Arts Center Renovation Update

Town Manager Jones stated that Mr. Charlie Simmons was not able to attend tonight but will work to attend the next meeting to update the Council on the Fine Arts Center Renovation.

Budget 2020-2021

Town Manager Jones stated that if any Council member has any ideas or comments on the upcoming budget process to please let him know. He stated that the staff would be working on a schedule for the Budget Committee.

Budget Amendment

Treasurer Tara Murphy stated that the Clarksville Police Department was awarded \$2,416 in grant funds from the Department of Criminal Justice Services JAG Grant program to be used to purchase equipment for the Department. She stated that if it pleases Council, an appropriation of \$2,416 in grant funds as well as the offsetting expenditure needs to be made to use the funds to purchase an in-car camera to replace one that is not working properly.

Vice-Mayor Sizemore motioned to appropriate \$2,416 in grant funds and the offsetting expenditure to purchase the in-car camera for the Police Department, seconded by Council member Clarke, and approved by all.

Other Items

Vice-Mayor Sizemore reminded Council about the fundraising for the sign to go on Hwy 15 South. He stated that checks should be made to the Town of Clarksville for any donations to the sign.

Town Manager Jones stated that he was looking into the possibility of a vacancy tax but he has not seen any mention of any such tax in the Virginia State Code.

Closed Session

Mayor Allgood received a motion from Council member Woerner that Clarksville Town Council convene in Closed Session pursuant to Virginia State Code section 2.2-3711(A)(1) & (3) to discuss items pertaining to personnel and property, seconded by Vice-Mayor Sizemore, and approved by all.

After ending the Closed Session, Vice-Mayor Sizemore took a roll call vote, as follows, verifying that Council only considered items that are lawfully exempt from the Freedom of Information Act and only items identified in the motion for the closed session.

Council member Pittard	Aye
Council member Clarke	Aye
Council member Woerner	Aye
Council member Hite	Aye
Council member Harris	Aye
Vice-Mayor Sizemore	Aye

Adjournment

With no further business, the meeting was adjourned.

Kevin Allgood, Mayor

Tara Murphy, Treasurer/Clerk