

# TOWN COUNCIL MEETING MINUTES

January 21, 2020

## Call to Order

The Clarksville Town Council met in regular session on January 21<sup>st</sup>, 2020 at 6:30 p.m. Vice-Mayor Mike Sizemore called the meeting to order and Council member Bruce Woerner provided the invocation. Council members present were Vice-Mayor Mike Sizemore, Loretta Harris, Carolyn Hite, Danny Pittard and Bruce Woerner. Mayor Kevin Allgood and Council member Chris Clarke were absent. 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 December 18<sup>th</sup>, 2019 meeting were approved with no additions, deletions, or corrections with a motion by Council member Pittard, seconded by Council member Hite, and approved by all.

## Presentation of List of Vendors Paid

The list of vendors paid for December 2019 was presented to Council. Council member Woerner motioned to approve the list of vendors paid for December 2019, seconded by Council member Pittard, and approved by all.

## Presentation of Financial Statements

The financial statements for December 2019 were presented to Council. Council member Harris motioned to approve the financial statements for December 2019, seconded by Council member Woerner, and approved by all.

## Clarksville Volunteer Fire Department – Emergency Response Billing

Fire Chief Johnny Shriver addressed Council regarding billing insurance companies for vehicle incidents or house fires. He stated that with rising operations costs, the department is trying to recoup funds but will not bill the citizen. Town Manager Jones stated that in order for the department to be able to bill the insurance companies, a resolution has to be approved. Council member Woerner questioned what fee amount Integrity Billing Service will charge the department. Chief Shriver stated that the billing service will charge 20% at the start and can reduce the charge after the first year. Council member Woerner stated that he wanted to do more research into the matter to make sure this will not adversely affect a citizen's insurance. Council member Pittard voted to table the issue until more information gathering is done, seconded by Council member Woerner, and approved by all.

## 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 trash truck got fixed in Maryland and worked, but then broke down again as the PTO would not stay engaged. He stated that he will carry it to Truck & Body in Lynchburg for the repair.

He informed Council that there was a water line repair on 12/31 that was a lot more involved than anticipated and the crew worked until 4:30 a.m. to restore water and finished repairing the road the next day. Director Elliott stated that Alex Thompson would repair the sidewalk and curb. He stated that Alex Thompson did a great job repairing the sidewalk/curb on Virginia Avenue. He stated that the crew is making the final rounds for the leaves and they have made some brush runs also. Council member Woerner questioned if the 911 option to contact the citizens will work for the Town. Town Manager Jones stated that the County 911 alert was not an option for the Town.

## 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 have been resolved. He stated that the CAD/RMS are set to go online February 18<sup>th</sup>. He stated that the MDT's and docking stations have been ordered to be installed and the staff has been going to training. Chief Wilkinson stated that the Police Car has been ordered and should be delivered in February.

Town Manager Jones thanked the Town crew for all of the hard work on the water line repair.

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## UNFINISHED BUSINESS

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### Planning Commission Update

Town Manager Jones stated that the Planning Commission set the annual administrative meeting for January 27, 2020 where the Chairman, Vice-Chairman and Secretary will be appointed. He stated that he received a special use permit request from a resident to install solar panels on their roof and the information packets will be delivered tomorrow. Town Manager Jones informed Council that the zoning activity is above average recently.

### Roofing Projects – Police & Chamber

Town Manager Jones stated that an invitation to bid was sent out for the Police Department and Chamber of Commerce roof replacements. He stated that a pre-bid meeting is scheduled for January 30, 2020 and the bids are due by February 11, 2020 at 2:00 p.m. He stated that the bids will be reviewed and he hopes to bring before Council for approval at the February meeting. Town Manager Jones stated that the artistic rendition of the roofs are included in the packet. Vice-Mayor Sizemore questioned if the Town had estimated the life of the Police building. Town Manager Jones stated that something needs to be done because the present roof is leaking.

### Upcoming Events

Town Manager Jones presented the list of the upcoming events. He stated that the Chamber of Commerce, the Ruritans, and the Lake Life Live Committee should be commended for the work lining up the events.

### Spill Response Plan

Town Manager Jones stated that CHA Consulting held an update meeting 1/16/20 with the Town Staff, County Emergency Management, Fire Department, and Mecklenburg County Rescue Squad to review potential risks to the Town as well as resources to assist with the plan. He stated that they are still working with the Corps of Engineers and the Department of Game & Inland Fisheries to gather more information. He stated the consultants plan to have a draft copy of the report by the end of January, 2020.

## Welcome Sign

Town Manager Jones stated that the staff is working on the fund raising for the Welcome Sign. He stated that the Chamber of Commerce donated \$1,000 for the sign. Vice-Mayor Mike Sizemore stated that Bill Nunn has lined up persons to help with the sign.

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## NEW BUSINESS

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### Fine Arts Center Renovation Update

Town Manager Jones stated that the Fine Arts Center Renovation started Phase 2 in December. He stated that this Phase will replace ceiling tiles, painting the interior of the auditorium, renovate the ladies bathroom as well as replace the heating/air units.

### Budget 2020-2021

Town Manager Jones stated that the time is getting close to begin the budget process for next year. He stated that a Budget Public Input session will be held at next month's meeting to begin to get any feedback from the citizens or requests for next year.

### Tourism Partnership

Town Manager Jones stated that Tina Morgan, Mecklenburg County Tourism Coordinator, is working with the other localities to enhance the website connectivity or visibility out in the market place into the bigger cities with an enhanced social media initiative. He stated that the County has already contributed funds to help with the project and the consultants are asking the towns to contribute as well. Town Manager Jones stated that the locality share is \$5,000 to enhance the website and the Chamber of Commerce has agreed to contribute \$2,500 and the Town would have to contribute the remaining \$2,500.

Council member Woerner motioned to contribute \$2,500 from the Tourism line item to help enhance the Town's website and social media presence, seconded by Council member Hite, and approved by all.

### Special Recognition – Dallas "Keith" Weston

Council member Woerner read a resolution to recognize Dallas "Keith" Weston to congratulate him on his retirement and thank him for all of his reporting efforts for the Town of Clarksville. Council member Pittard motioned to approve the Special Recognition resolution, seconded by Council member Hite, and approved by all.

### Closed Session

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

## Adjournment

With no further business, the meeting was adjourned.

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Kevin Allgood, Mayor

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Tara Murphy, Treasurer/Clerk