

# TOWN COUNCIL MEETING MINUTES

June 16, 2020

The Clarksville Town Council met in special session on Tuesday, June 16, 2020 at 6:00 p.m. for a joint Planning Commission and Town Council meeting. The meeting was held using ZOOM and was also live streamed via YouTube. Council members present were Mayor Kevin Allgood, Vice-Mayor Mike Sizemore, Chris Clarke, Loretta Harris, Carolyn Hite, Danny Pittard, and Bruce Woerner. Clarksville Planning Commission members present were Chairman Robin Tuck, Todd Jones, Carol Kizer, Larry Chapman, Jeff Jones and Mike Sizemore. Staff Members present were Town Manager Jeff Jones and Treasurer/Clerk Tara Murphy.

## Call to Order

Mayor Allgood called the joint meeting to order. Town Manager Jones stated that the meeting is being held in accordance with the ordinance passed in May allowing for electronic meetings.

## Overview of Requests

He stated that the purpose of the Clarksville Town Council and the CPC meeting is to address some administrative text changes to the Clarksville Zoning Ordinance and to hear a request for a special use permit by Clarksville Mini-Storage represented by Bill Jones. He stated that the text amendment is to remove Article 9 – Section 9-4 sub-item “Self-Storage Units regarding the lot size and to add the Sign Matrix 11-1 for Sign regulations by Type, District, and Use as the final page of Article 11 – Sign Regulations as this item was inadvertently left out at the November meeting. Town Manager Jones stated that the meeting is also being held for a public hearing on a special use permit request from Kevin Blanks and Bill Jones of Clarksville Mini-Storage. He stated that they would like to construct two phases of storage units with 34 units first and then 30 units at the intersection of Buffalo Road and Jackson Drive. He stated that they plan to add fencing, screening and vegetation. Clarksville Town Manager, Jeff Jones, presented the special use request with supporting documentation to the CPC & Town Council.

## Public Hearing

Mayor Kevin Allgood opened the public hearing and asked for any public comments on the text changes. There was not public comment and Mayor Allgood closed the hearing. Mayor Allgood opened the public hearing on the special use permit request from Kevin Blanks and Bill Jones. Town Manager Jones stated that the only comment received was from Weston Gupton and she only asked questions. There was no other comment and Mayor Allgood closed the public hearing. Mayor Allgood asked the Clarksville Planning Commission for their recommendation. Town Manager Jones read the prepared recommendations including some special conditions attached to the special use permit request. Mike Sizemore motioned to accept all recommendations, seconded by Larry Chapman. The motion carried with a roll call vote as follows

Chairman Robin Tuck	Aye
Vice-Chairman Larry Chapman	Aye
Todd Jones	Aye
Carol Kizer	Aye
Jeff Jones	Aye
Mike Sizemore	Aye

Council member Woerner motioned to accept all of the recommendations from the Planning Commission, seconded by Council member Hite. The motion carried with a roll call vote as follows

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

## Call to Order

Mayor Allgood called the meeting to order and provided the invocation.

## Approval of Minutes

The minutes of the May 26<sup>th</sup>, 2020 meeting were approved with no additions, deletions, or corrections with a motion by Vice-Mayor Sizemore, seconded by Council member Clarke. The motion carried with a roll call vote as follows

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

Council member Hite did not vote temporarily due to computer issues.

The minutes of the June 4<sup>th</sup>, 2020 special meeting were approved with no additions, deletions, or corrections with a motion by Vice-Mayor Sizemore, seconded by Council member Harris. The motion carried with a roll call vote as follows

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

Council member Hite did not vote temporarily due to computer issues.

## Presentation of List of Vendors Paid

The list of vendors paid for May 2020 was presented to Council. Council member Woerner motioned to approve the list of vendors paid for May 2020, seconded by Council member Clarke. The motion carried with a roll call vote as follows

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

Council member Hite did not vote temporarily due to computer issues.

## Presentation of Financial Statements

The financial statements for May 2020 were presented to Council. Council member Woerner motioned to approve the financial statements for May 2020, seconded by Vice-Mayor Sizemore. The motion carried with a roll call vote as follows

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

## Opportunity for Public Comment

Town Manager Jones stated that no one was in attendance for public comment. He stated that he did receive a correspondence from Charles Wilson regarding the nuisance notice he received and a copy will be provided to all the Council members.

## Town Operations Report

The Town Operations report was presented to Council.

Town Manager Jones informed Council that the Cemetery roadway was paved and that it had been over 30 years since the roadway was paved. He stated that the debris from the high water at the Town Dock took 7 loads to haul away in order to open the dock and 5 loads to clean up the end of 5<sup>th</sup> Street.

## Police Activity Report

The Police Activity Report was presented to Council.

Town Manager Jones stated that June 20<sup>th</sup> at 12 p.m. the Black Lives Matter Movement has planned a unity rally at the Lake Life Pavilion to bring attention to matters that have happened across the country with the recent deaths of George Floyd, Breanna Taylor, and Ahmud Arbery. He stated that they will have several speakers and lead a peaceful march from 5<sup>th</sup> Street to 8<sup>th</sup> Street. He stated that the Town Police will provide traffic control at the intersections and will coordinate with the State Police and the Sheriff's Department for any additional resources.

Council member Hite clarified that the march will be on the sidewalk from 5<sup>th</sup> Street to 8<sup>th</sup> Street. Town Manager Jones stated that was correct and only the northside of 5<sup>th</sup> Street will be closed during the rally.

---

## UNFINISHED BUSINESS

---

## Property Maintenance

Town Manager Jones stated that the staff has sent 46 notices of nuisance and 23 have been addressed so far. He stated that the Blue-Collar Cafe owner is getting bids to repair the building to start next week.

He stated that Loftis Appliance is still working on the bricking and cleanup.

## Upcoming Events

Town Manager Jones stated that a final decision on the dates for Lake Fest will be made on June 26<sup>th</sup>. He stated that if the dates are changed, the alternate date is September 18<sup>th</sup> and 19<sup>th</sup>. He stated that the July 4<sup>th</sup> parade has been cancelled and the Cruise Ins have been postponed. He stated that the May, June and July Lake Life Live events have been postponed to alternate dates. He stated that the Farm Fresh Marketplace are still scheduled for the 2<sup>nd</sup> and 4<sup>th</sup> Saturdays.

## Roofing Repairs – Police & Chamber

He stated that the Police Department roof and other items are about 98% complete. He stated that the Chamber building roof is almost done and the painting, but there are still some lights to be installed outside.

## Election Update

Town Manager Jones stated that the primary election was moved to June 23<sup>rd</sup> and they are encouraging people to vote absentee.

## Approval of 2020-2021 Budget

Town Manager Jones stated that the budget preparation work is complete and the first reading and public hearing have been held. He stated that Treasurer Murphy will provide a second reading. Treasurer Murphy stated that the total proposed General Fund revenues for the 2020-2021 budget are \$2,339,308.37 and the total proposed expenditures are \$2,202,719.10 with a contingency surplus of \$136,589.28. She stated that the total proposed revenues for the Water fund is \$579,745.84 and the proposed expenditures are \$553,636.42 with a contingency of \$26,109.43. She stated that the Sewer Fund proposed revenues are \$786,250.00 and the proposed expenditures are \$758,862.97 and a contingency of \$27,387.03. Town Manager Jones stated that if there were no other questions, the staff asks the Council to approve the proposed 2020-2021 Budget.

Council member Hite motioned to adopt the proposed 2020-2021 Budget as presented, seconded by Vice-Mayor Sizemore. The motion carried with a roll call vote as follows

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

---

## NEW BUSINESS

---

### Budget Amendment 2019-2020 – Veteran’s Memorial Fund

Treasurer Murphy stated that the Veteran’s Memorial Fund has \$478 in expenditures for maintenance to the memorial and bricks and supplies that was not budgeted. She stated that if it pleases Council, we need to make an appropriation from the Veteran’s Memorial fund balance for these expenses.

Vice-Mayor Sizemore motioned to appropriate \$478 from the Veteran’s Memorial fund balance to pay for the additional expenditures, seconded by Council member Clarke. The motion carried with a roll call vote as follows

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

## Budget Amendment 2019-2020 – Selective Enforcement

Treasurer Murphy stated that the Police Department has received \$5,629 from the DMV as grant funds for Selective Enforcement. She stated that if it pleases Council, we need to appropriate these funds to offset \$4,500 in the salary line item for the hours worked and \$1,129 for equipment for the Department.

Council member Hite motioned to appropriate the \$5,629 of DMV grant funds to pay for the additional \$4,500 in the Police salary line item and \$1,129 in the equipment line item, seconded by Council member Woerner. The motion carried with a roll call vote as follows

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

## EDA Appointments

Town Manager Jones stated that the EDA has recommended reappointing Charlie Simmons for an additional term from June 4, 2020 to June 3, 2024 and he has agreed to continue to serve. He stated that Charles Lee did not wish to be reappointed and a replacement will be needed to fill his vacancy.

Council member Woerner motioned to reappoint Charlie Simmons to the EDA for an additional 4-year term, seconded by Council member Clarke. The motion carried with a roll call vote as follows

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

## Robbins Park Request

Town Manager Jones stated that Percell Owens has requested to use Robbins Ballpark to hold an adult coed softball league and to do some work to the field. He stated that he will not be able to hold any tournaments at the present time, but he is requesting permission to do so once it is available. Town Manager Jones stated that any work done to the field will be approved by Director Elliott. Council member Hite stated that the wall needs painting.

Council member Hite motioned to approve Percell Owens request to do work to the field and use Robbins Ballpark for an adult coed softball league, seconded by Vice-Mayor Sizemore. The motioned carried with a roll call vote as follows

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

## Personnel Policy

Town Manager Jones presented an updated grievance procedure as part of the personnel policy and stated that the Town Attorney advised approving this is the initial start to updating the entire policy.

Vice-Mayor Sizemore motioned to approve the updated grievance procedure as part of the personnel policy, seconded by Council member Hite. The motioned carried with a roll call vote as follows

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

## Small Business Recovery Assistance

Town Manager Jones stated that Southside Planning District Commission has the opportunity to apply for federal grant funds from the Department of Housing & Community Development through the Community Development Block Grant programs in the amount of \$500,000. He stated that Mecklenburg County will be the legal agent for the grant. He stated that each business that qualifies will be able to get up to \$10,000. He stated that if any business has received any other assistance, they may not qualify for this small business recovery program. Town Manager Jones stated that the eligible expenses are any retooling and technology activities in order to conduct business as well as assistance with mortgage payments or rent and utilities since March 12<sup>th</sup> when the State of Emergency was declared. He stated that in order to utilize the funds, a couple of public hearings will be held electronically or live in the Mecklenburg County Supervisors Chambers on June 17, 2020 and July 1, 2020. He stated that the information regarding this program will be on the Town website as well as the Chamber of Commerce site.

## Adjournment

With no further business, Mayor Kevin Allgood adjourned the meeting.

---

Kevin Allgood, Mayor

---

Tara Murphy, Treasurer/Clerk