

# Town of Kilmarnock

**VICE MAYOR** - EMERSON GRAVATT

**COUNCIL MEMBER**-SHAWN DONAHUE

**COUNCIL MEMBER**-REBECCA TEBBS NUNN

**COUNCIL MEMBER**-WILLIAM L. SMITH

**COUNCIL MEMBER**-HOWARD R. STRAUGHAN, JR.

**COUNCIL MEMBER**- MAE P. UMPHLETT

**MAYOR** -RAYMOND C. BOOTH, JR.



**TOWN MANAGER**- TOM SAUNDERS

**TOWN ATTORNEY** - PAUL C. STAMM, JR.

**TOWN PLANNER** - MARSHALL SEBRA

**TOWN CLERK** -CINDY BALDERSON

**TOWN TREASURER** - JUDY G. STEVENS

**POLICE CHIEF** - MICHAEL S. BEDELL

## Town Council Meeting Agenda Kilmarnock, VA

**Monday, March 17, 2014**  
7:00 PM - Kilmarnock Town Hall

Notice of intent to comply with the Americans with Disabilities Act: Reasonable efforts will be made to provide assistance or make special arrangements to qualified individuals with disabilities in order for them to participate in or attend Town Council Meetings. Please call the Town for information or assistance: 804-435-1552. **Cell phones are to be turned off during Town Council meetings.**

**1. Call to Order:** Mayor Raymond C. Booth, Jr. Please join the Mayor and Council in the Pledge of Allegiance. On behalf of the Council and staff, Mayor Booth extends a warm welcome to Kilmarnock residents and guests.

**2. Calling of the Roll:** Town Clerk Cindy Balderson

**3. Acceptance and Approval of the Agenda:**

**4. Approval of the Minutes:**

- February 24, 2014 Town Council Meeting (√)

**5. Public Comments and Presentations:**

The public is invited to speak to Council on any matter, with the exception of scheduled public hearings which will be called for later. Please use the sign-in sheet on the podium. Comments are limited to three (3) minutes per person. Please state your name and address for the record. Any required responses from the Town will be provided in writing following the meeting.

**6. Public Hearing:**

**Ordinance authorizing Town to join insurance pool via Joint Powers Agreement in order to provide long term disability program for staff as required by state law. (√)**

- Description of proposed ordinance – Town Manager Tom Saunders
- Recess for Public Hearing
- Public Comments
- Staff Comments
- Close Public Hearing
- Town Council review and action

**7. Planning Commission Report:** - Council member Mae Umphlett – liaison; report from the meeting held on March 10, 2014. (√)

**Action item:** Schedule Public Hearing at April 21 Council meeting to consider revised/updated Comprehensive Plan. (√)

**8. Committee Reports:**

A. Water and Sewer Committee: Council Member Rebecca Tebbs Nunn – Chair; report from meeting held March 6, 2014. (√)

B. Streets, Sidewalks and Playgrounds Committee: Council Member William Smith – Chair; report from the meeting held March 5, 2014. (√)

**Action items:**

**1. Ask the Planning Commission to study the Town’s sign ordinances with a view towards better, clearer regulation of temporary and directional signage among other items.**

**2. Approve resolution in support of nature trail grant application. (√)**

C. Police and Public Safety Committee: Council Member Shawn Donahue – Chair; report from meeting held March 6, 2014

D. Economic Development Committee: Vice Mayor Emerson Gravatt – Chair; report from meeting held March 6, 2014. (√)

**Action item: The committee recommends to Town Council that a supporting resolution be sent to Historic Christ Church for their grant submission. (√)**

E. Administration and Finance Committee: Chair vacant; Report from meeting held March 5, 2014. (√)

**Action Items: 1. Approve disbursements from February 24 through March 17, 2014. (√)**

**9. Old Business:**

**10. New Business:** Council vacancy; solicit expressions of interest from citizens.

**11. Public Comments:**

**12. Town Attorney’s Comments:**

**13. Mayor’s Comments:**

**14. Council Members’ Comments:**

**15. Town Manager’s Comments:**

**16. Upcoming Events and Meetings: Updated meeting schedules will be posted on the Town Hall doors and the public will be directed to call the Town Hall in case regularly scheduled meetings have been changed or cancelled.**

Wednesday, April 2, Administration and Finance Committee, 8:30AM – Town Hall

Wednesday, April 2, Streets Committee, 9:30 AM – Town Hall

Thursday, April 3, Water and Sewer Committee, 8:30 AM – Town Hall

Thursday, April 3, Police/Emergency Prep Committee, 9:00 AM – Town Hall

Thursday, April 3, Economic Development Committee, 9:30 AM – Town Hall

**Monday, April 14, Planning Commission, 6 PM – Town Hall**

**Monday, April 21, Town Council Meeting, 7 PM – Town Hall**

**17. Motion to Adjourn.**