

# Town of Kilmarnock

**VICE MAYOR** – REBECCA TEBBS NUNN  
**COUNCIL MEMBER**–KEITH BUTLER  
**COUNCIL MEMBER**–BETSY CROWTHER  
**COUNCIL MEMBER**–EMERSON GRAVATT  
**COUNCIL MEMBER**–DR. CURTIS H. SMITH  
**COUNCIL MEMBER**–MICHAEL T. SUTHERLAND

**MAYOR** –MAE P. UMPHLETT



**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 21, 2016**  
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:** Please join Mayor Mae Umphlett and the Kilmarnock Town Council in the Pledge of Allegiance to our Flag. On behalf of the Council and staff, Mayor Umphlett 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 22, 2016 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:**  
**Concerning a proposed ordinance to regulate the discharge of firearms. (√)**
  - Staff report – Town Manager Tom Saunders
  - Recess for Public Hearing
  - Public Comments
  - Staff Comments
  - Close Public Hearing
  - Town Council discussion and action

**7. Planning Commission Report:** - Council member Dr. Curtis Smith – Liaison; report from meeting held Monday, March 14, 2016. (√) **Action item: adopt “Guidelines for mobile truck and push cart vendors”**

**8. Committee Reports: (all committees met Thursday, March 3, 2016)**

- A. Police, and Public Safety Committee: Council Member Emerson Gravatt - Chair (√)
- B. Economic Development Committee: Council Member Emerson Gravatt – Chair; (√)
- C. Streets, Sidewalks, Playgrounds Committee: Council Member Keith Butler - Chair (√)  
**Action item: Establish a policy regarding long-term responsibility for enhanced crosswalk signage.**
- D. Water and Sewer Committee: Council Member Michael Sutherland – Chair; (√)  
**Action item: Authorize purchase and installation of a process analyzer for real time monitoring of several regulated effluent parameters at our WWTP as provided for in the CIP.**
- E. Administration/Finance Committee: Vice Mayor Rebecca Tebbs Nunn – Chair; (√) **Action Items:**
  - a. Approve disbursements from February 23, 2016 through March 21, 2016. (√)

**9. Old Business:**

**10. New Business:**

**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.

**All Committees will meet Thursday, April 7, 2016 at Town Hall**

**8:30 AM Police and Emergency Preparedness**

**9:00 AM Economic Development**

**9:30 AM Streets, Sidewalks, and Playgrounds**

**10:00 AM Water and Wastewater**

**10:30 AM Administration and Finance**

**Monday, April 11, Planning Commission, 6 PM – Town Hall**

**Monday, April 18, Town Council Meeting, 7 PM – Town Hall**

**17. Motion to Adjourn.**