

April 20, 2015

**KILMARNOCK TOWN COUNCIL  
Monday, April 20, 2015  
Town Hall  
Kilmarnock, VA**

**Regular Meeting Minutes**

**1. Call to Order:**

Mayor Umphlett called the Regular Meeting to order at 7:00 pm with the following Councilmembers present:

Mae P. Umphlett, Mayor  
Rebecca T. Nunn, Vice-Mayor  
Maj. Chris Allen  
Mr. Keith Butler

Mr. Emerson Gravatt  
Dr. Curtis H. Smith  
Capt. Michael Sutherland

**Staff Present:**

Tom Saunders, Town Mgr.  
Susan Cockrell, Deputy Town Mgr.  
Paul C. Stamm, Jr., Town Attorney  
Cindy Balderson, Town Clerk  
Michael S. Bedell, Chief of Police

Mayor Umphlett welcomed Kilmarnock residents, business owners, and guests. Mayor Umphlett led the recital of the Pledge of Allegiance.

**2. Acceptance and Approval of Agenda**

**ACTION: Vice-Mayor Nunn made a motion to accept the April 20, 2015 Town Council meeting agenda as presented, seconded by Councilmember Allen; and carried unanimously.**

**3. Approve, Correct, or Amend the Minutes of the March 16, 2015 Town Council Meeting**

**ACTION: Councilmember Smith made a motion to approve the March 16, 2015 Town Council meeting minutes as presented, seconded by Vice-Mayor Nunn; and carried unanimously.**

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#### **4. Public Comments and Presentations:**

Mayor Umphlett invited members of the public to speak on any matter with the exception of scheduled public hearings and to limit their comments to three minutes per person.

There were no public comments or presentations.

#### **5. Planning Commission Report:** Councilmember Allen, Council Liaison

Councilmember Allen reported that the Planning Commission discussed the draft capital improvement plan relative to areas of sidewalk projects. The Commission was recommending to Council that the following sidewalk projects, which were ranked by priority, be considered for future study and funding. First choice was to continue the sidewalk on Irvington Road to Harris Road, second was to connect the sidewalk from School Street to North Main Street, third was to continue the sidewalk on Waverly Avenue to the carnival grounds, and last was to continue the sidewalk on North Main Street to Town Centre Drive.

Recommend that Council approve temporary signage at the future site of Kilmarnock Town Centre Park.

**ACTION: Councilmember Allen made the motion to approve the temporary signage for the future Kilmarnock Town Centre Park in the amount of up to \$2000, seconded by Nunn; and carried unanimously.**

Recommend that Council approve the appointment of Mr. Albert Nunn to fill vacancy on Kilmarnock Planning Commission, term ending in September 2018.

**ACTION: Councilmember Allen made the motion to approve the appointment of Mr. Albert Nunn to fill vacancy on Kilmarnock Planning Commission, term ending in September 2018, seconded by Gravatt; and carried unanimously.**

#### **6. Committee Reports:**

A. Police/Public Safety Committee: Councilmember Gravatt, Chair

1) Report from April, 2015 meeting.

A copy of the Committee meeting notes and the monthly statistics was included in each Councilmember's packet.

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2) Recommendations made to Council

There were no recommendations made to Council.

B. Economic Development Committee: Councilmember Gravatt, Chair

1) Report from April, 2015 meeting.

A copy of the Committee meeting notes was included in each Councilmember's packet.

2) Committee Recommendations to Council

There were no recommendations made to Council.

C. Streets/Sidewalks/Playground Committee: Councilmember Butler, Chair

1) Report from April, 2015 meeting

A copy of the Committee's meeting notes was included in each Councilmember's packet.

2) Recommendations made to Council

There were no recommendations made to Council.

D. Water and Sewer: Councilmember Sutherland, Chair

1) Report from April, 2015 meeting.

A copy of the Committee meeting notes was included in each Councilmember's packet.

2) Committee Recommendations to Council

There were no recommendations made to Council.

E. Administration/ Finance Committee: Vice-Mayor Nunn, Chair

1) Report from April, 2015 meeting.

A copy of the Committee meeting notes was included in each Councilmember's packet.

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## 2) Committee Recommendations to Council

Recommend that Council approve the disbursements from March 17, 2015 to April 20, 2015 in the amount of \$107,446.86

**ACTION: Vice-Mayor Nunn made a motion to approve the disbursements from March 17, 2015 to April 20, 2015 in the amount of \$107, 446.86 seconded by Councilmember Sutherland; and carried unanimously.**

## 7. Old Business

There was no discussion under old business.

## 8. New Business

A. Authorize staff to advertise public hearing on proposed FY16 budget at May Meeting.

**ACTION: Vice-Mayor Nunn made the motion to authorize staff to advertise public hearing on the proposed FY16 budget and its first reading at the May Council meeting, seconded by Councilmember Allen; and carried unanimously.**

## 9. Closed Session

Enter into Closed Session as allowed by FOIA 2.2-3711(A) PARA 3 Real Estate and 2.2-3711(A) PARA 1 Personnel.

**ACTION: Councilmember Allen made the motion to enter into closed session as allowed by FOIA 2.2-3711(A) PARA 3 Real Estate and PARA 1 Personnel, seconded by Councilmember Nunn; and carried unanimously.**

Mayor called for a five minute recess at 7:27 pm  
Entered into Closed Session at 7:32 pm  
Returned to regular meeting at 8:07 pm.

**Vice-Mayor Nunn made a statement certifying that nothing was discussed during the Closed Session except the matters(1) specifically identified in the reason to convene into Closed Session and (2) lawfully permitted to be discussed**

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**under the provisions of the Virginia Freedom of Information Act cited in that reason. The statement was supported by roll call vote.**

**Mayor Umphlett-yes  
Vice-Mayor Nunn-yes  
Chris Allen-yes  
Keith Butler- yes  
Emerson Gravatt-yes  
Curtis Smith- yes  
Michael Sutherland- yes**

## **Comments**

### A. Public Comments and Presentations

Deputy Town Manager Susan Cockrell gave a presentation regarding branding and economic development.

### B. Town Attorney- Paul C. Stamm, Jr.

There were no comments.

### C. Mayor- Mae P. Umphlett

There were no comments.

### D. Council

Councilmember Allen stated that he attended the Kilmarnock Ball Park's 50<sup>th</sup> Anniversary which turned out very well. Mr. Allen broached the subject that the ball park was having sewage issues and may not be able to continue holding tournaments there. Mr. Allen would like to have more discussion on this issue during a committee meeting.

### E. Town Manager – Tom Saunders

Town Manager Saunders advised that there would be two public hearings held at the May meeting. One was in regards to a change in the polling place and the other was on the FY16 proposed budget. Mr. Saunders advised that the FOIA workshop would be held on May 8<sup>th</sup>. Mr. Saunders said that VDOT would be paving Roseneath Avenue . He stated that the veteran Banner preview party would be held on May 16<sup>th</sup>. Mr. Saunders said that the public works crew was using a donated electric golf cart to do meter reading and to take care of the plants. Bon Secours will be at the middle school tomorrow evening at 5:30 pm.

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**10. Adjournment**

**ACTION: Vice-Mayor Nunn made a motion to adjourn, seconded by Councilmember Allen; and carried unanimously.**

Meeting adjourned at 8:31 pm

Prepared by:

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Joan N. Kent

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Mae P. Umphlett, Mayor

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Cindy Balderson, Clerk