

August 17, 2015

**KILMARNOCK TOWN COUNCIL  
Monday, August 17, 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. Emerson Gravatt  
Dr. Curtis H. Smith  
Capt. Michael Sutherland

Absent:

Keith Butler

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 the Agenda**

**ACTION: Vice-Mayor Nunn made a motion to accept the August 17, 2015 Town Council meeting agenda as presented, seconded by Councilmember Gravatt; and carried unanimously.**

**3. Approve, Correct, or Amend the Minutes of the July 20, 2015 Town Council Meeting**

**ACTION: Councilmember Smith made a motion to approve the July 20, 2015 Town Council meeting minutes as presented, seconded by Councilmember Sutherland and carried unanimously.**

#### 4. Public Comments

##### A. Public Comments:

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.

Mr. Jason Bellows with the Lancaster Board of Supervisors approached Council regarding the intent by Dominion to install a transmission line across the Robert O. Norris Bridge using above ground towers. Mr. Bellows felt that Dominion had not been transparent with their intended plan which was to have exposed towers as opposed to buried lines running from the Middlesex side of the bridge to White Stone. In doing so, Mr. Bellows felt that the appearance of the gateway into Lancaster County would be destroyed. Mr. Bellows asked Council for a Resolution against such action.

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

The Planning Commission discussed Council's request to review the Steptoe's Overlay Ordinance in regards to prohibiting or restricting non-permanent structures such as mobile food vendors. Commission Members had a request to look into dedicating a striped pedestrian access path along South Main Street from Commonwealth Assisted Living towards the downtown area where the sidewalk widens enough for wheelchair access. There was also discussion regarding the two expired terms coming up on the Planning Commission. Commission Member Nunn will be attending the VA Certified Planning Commission Program.

#### 6. Committee Reports:

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

###### 1) Report from August, 2015 meeting.

The report was given by Councilmember Allen. A copy of the Committee's meeting notes was included in each Councilmember's packet.

###### 2) Committee Recommendations to Council

Recommend that Council authorize the Town Manager to execute a Memorandum of Understanding with the Community Services Board that will allow off-duty Town Of Kilmarnock police officers to work at CIT center.

**ACTION: Councilmember Allen made a motion to authorize the Town Manager to execute a MOU with the Community Services Board that will allow the off**

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**duty Town Police Officers to work at the CIT center, seconded by Councilmember Sutherland; and carried unanimously.**

B. Economic Development Committee: Councilmember Gravatt, Chair

1) Report from August, 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.

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

1) Report from August, 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 August, 2015 meeting.

A copy of the Committee's 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 August, 2015 meeting.

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

2) Committee Recommendations to Council

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a. Recommend that Council approve the disbursements from July 16 2015 to August 17, 2015 in the amount of \$94,662.82

**ACTION: Vice-Mayor Nunn made a motion to approve the disbursements from July 16, 2015 to August 17, 2015 in the amount of \$94,662.82, seconded by Councilmember Gravatt; and carried unanimously.**

b. Recommend that Council approve a new policy to allow electronic attendance at Town Council meetings as allowed by VA Code 2.2-3708.1.

**ACTION: Vice-Mayor Nunn made a motion to approve a policy allowing electronic attendance at Town Council meetings as permitted by VA Code 2.2-3708.1, seconded by Councilmember Smith; and carried unanimously.**

## 7. Old Business

There was no discussion under Old Business.

## 8. New Business

Councilmember Gravatt stated that he felt that Town Council should table the request for a Resolution regarding the Dominion transmission lines across the Robert O. Norris Bridge until further information was gathered and it was discussed during next month's committee meetings.

## 9. Comments

### A. Public Comments

There were no public comments.

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

There were no comments.

### C. Mayor- Mae P. Umphlett

There were no comments.

### D. Council

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There were no comments.

E. Town Manager – Tom Saunders

Town Manager Saunders commented on the passing of former employee Pat Chenoweth. Mr. Saunders commended employee Howard Carter for obtaining a higher water license through a course he just completed in Blacksburg VA.

**10. Adjournment**

**ACTION: Councilmember Smith made a motion to adjourn, seconded by Councilmember Gravatt; and carried unanimously.**

Meeting adjourned at 7:27 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