

February 24, 2014

**KILMARNOCK TOWN COUNCIL  
Monday, February 24, 2014  
Town Hall  
Kilmarnock, VA**

**Regular Meeting Minutes**

**1. Call to Order:**

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

Raymond C. Booth, Jr., Mayor  
Emerson Gravatt, Vice-Mayor  
Rebecca T. Nunn

William L. Smith  
Mae P. Umphlett

Members Absent:

Shawn Donahue  
Howard Straughan

Staff Present:

Tom Saunders, Town Mgr.  
Marshall Sebra, Zoning Administrator/Planning Director  
Paul C. Stamm, Jr., Town Attorney  
Cindy Balderson, Town Clerk  
Joan Kent, Transcriber  
Michael S. Bedell, Chief of Police

Mayor Booth welcomed Kilmarnock residents, business owners, and guests and then led the recital of the Pledge of Allegiance. Mayor Booth presented the 2014 Kilmarnock Volunteer Fire Department Town Tags to members Ed Davis, Bennie Balderson, and Tom Jones.

**2. Acceptance and Approval of Agenda**

**ACTION: Councilmember Nunn made a motion to accept the February 24, 2014 Town Council meeting agenda as presented, seconded by Councilmember Umphlett; and carried unanimously.**

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### **3. Approve, Correct, or Amend the Minutes of the January 27, 2014 Regular Town Council Meeting.**

Councilmember Smith asked that the minutes be amended by adding the words "Capital Improvement" before the word revenue in the 2<sup>nd</sup> paragraph on page 5.

**ACTION: Councilmember Nunn made a motion to accept the January 27, 2014 Regular Town Council meeting minutes as amended, seconded by Vice-Mayor Gravatt; and carried unanimously.**

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

Mayor Booth 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.

#### **A. Public Comments:**

Councilmember Smith read a letter submitted by Mr. Ken Thompson, owner of Anchor Pharmacy located at 2 South Main Street, in regards to increasing the hours of police coverage within the Town and the possibility of installing surveillance cameras throughout the Town. Mr. Thompson's letter was prompted by a break-in at his store around 10:37 p.m. on January 23<sup>rd</sup>, 2014. A copy of the letter was included in each Councilmember's packet.

#### **B. Presentation:**

There were no presentations other than the one regarding the annual firemen's tags.

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

Councilmember Umphlett reported that the Planning Commission reviewed a final draft of the Comprehensive Plan at their February 10th, 2014 meeting. There was further discussion regarding the CIP and the implementation of sidewalks. Commission Member Chris Allen gave a favorable review of his recent attendance at the Certified Planning Commissioner's Program. Several other Commission Members have expressed an interest in attending the upcoming program in Richmond.

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**6. Committee Reports:**

A. Water/Sewer Committee: Councilmember Nunn, Chair

1) Report from February 2014 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.

B. Streets/ Sidewalks/ Playground Committee: Councilmember William Smith

1) Report from February 2014 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.

C. Police/Public Safety Committee: Councilmember Donahue, Chair

1) Report from February, 2014 meeting was given by Councilmember Umphlett in lieu of Councilmember Donahue's absence.

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.

D. Economic Development: Vice-Mayor Gravatt, Chair

1) Report from February, 2014 meeting was given by Councilmember Smith.

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

2) Committee Recommendations to Council

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There were no recommendations made to Council.

E. Administration/Finance Committee: Councilmember Straughan, Chair

1) Report from February, 2014 meeting.

A copy of the Committee meeting notes was included in each Councilmember's packet. Councilmember Nunn gave the report in lieu of Councilmember Straughan's absence.

2) Committee Recommendations to Council

a. Recommend that Council approve the disbursements from January 28 to February 23, 2014 totaling \$84,555.72

**ACTION: Councilmember Nunn made a motion to approve the disbursements from January 28, 2014 to February 23, 2014 in the amount of \$84,555.72, seconded by Councilmember Smith; and carried unanimously.**

b. Recommend that Council approve Ed Boshier of G.C. Dawson Real Estate be placed under contract to market 514 N. Main Street on behalf of the Town with an "as is, where is" declaration.

**ACTION: Councilmember Nunn made the motion that the Town enter into contract with Ed Boshier of G.C. Dawson Real Estate to market 514 N. Main Street on behalf of the Town with an "as is, where is" declaration, seconded by Councilmember Smith; and carried unanimously.**

## 7. Old Business

There was no discussion.

## 8. New Business

Councilmember Nunn stated that she talked with Mr. Thompson of Anchor Pharmacy after the break-in at his business and would like for the Police and

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Public Safety Committee to review his request and bring the matter back before Council.

## 9. Comments

### A. Public Comment

There were no public comments.

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

There were no comments made by the Town Attorney.

### C. Mayor- Raymond C. Booth, Jr.

There were no Mayoral comments.

### D. Council

There were no comments made by Council.

### E. Town Manager – Tom Saunders

Town Manager Saunders made Council aware of a significant sewer main repair behind Kilmarnock Baptist Church. Mr. Saunders asked Town Attorney Stamm to comment on the situation regarding the donated property on which Rappahannock General sits and the changing of hands with Bon Secour.

Town Attorney Stamm stated that the clause regarding the donation of the property was tempered when the doctor's' offices were built there. As the years went on it was removed and the Town has no interest in it with the exception of one easement.

## 10. Adjournment

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

Meeting adjourned at 7:30 pm

Prepared by:

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Joan N. Kent

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Raymond C Booth, Jr., Mayor

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Cindy Balderson, Clerk