

July 21, 2014

**KILMARNOCK TOWN COUNCIL
Monday, July 21, 2014
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
Chris Allen
Rebecca T. Nunn

Dr. Curtis H. Smith
Capt. Michael Sutherland

Members Absent:

Emerson Gravatt, Vice-Mayor

Staff Present:

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

Mayor Umphlett welcomed Kilmarnock residents, business owners, and guests which included former Governor A. Linwood Holton, Jr. Mayor Umphlett led the recital of the Pledge of Allegiance.

2. Acceptance and Approval of Agenda

Councilmember Nunn requested that the agenda be amended in order to have the Administration/Finance Report be heard first during the Committee Reports Section.

ACTION: Councilmember Nunn made a motion to accept the July 21, 2014 Town Council meeting agenda as amended, seconded by Councilmember Allen; and carried unanimously.

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3. Approve, Correct, or Amend the Minutes of the June 16, 2014 Town Council Meeting

ACTION: Councilmember Nunn made a motion to approve the June 16, 2014 Town Council meeting minutes as presented, seconded by Councilmember Sutherland; and carried unanimously.

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.

A. Public Comments

There were no public comments.

B. Presentations

There were no presentations.

5. Planning Commission Report:

There was no meeting held during the month of July.

6. Committee Reports:

A. Administration/Finance Committee: Councilmember Nunn, Chair

1) Report from July, 2014

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

2) Committee Recommendations to Council

a. Recommend that Council appoint Keith Butler to fill the vacancy created by the mayoral election, a term ending in 2016

ACTION: Councilmember Nunn made the motion to appoint Keith Butler to fill the vacancy on Council created by newly elected Mayor Mae Umphlett, seconded by; Councilmember Smith; and carried unanimously.

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Following the motion, Town Clerk Cindy Balderson administered the oath of office to Keith Butler who was then pinned by the Mayor and took his seat with Council. Former Governor Holton witnessed the event and briefly addressed Council thanking them for the job they do.

b. Recommend that Council approve disbursements from June 17 through July 21, 2014 totaling \$114,458.77

ACTION: Councilmember Nunn made the motion to approve the disbursements from June 17th through July 21, 2014 totaling \$114,458.77, seconded by Councilmember Smith; and carried unanimously.

c. Recommend that Council approve the addition of Vice-Mayor Gravatt and Councilmember Sutherland to the list of authorized check signers for the Town of Kilmarnock.

ACTION: Councilmember Nunn made the motion to approve the addition of Vice-Mayor Gravatt and Councilmember Sutherland to the list of authorized check signers for the Town of Kilmarnock, seconded by Councilmember Allen; and carried unanimously.

d. Recommend that Council appoint Councilmember Allen to serve as Council Liaison to the Planning Commission.

ACTION: Councilmember Nunn made the motion to appoint Councilmember Allen as the Council Liaison to the Kilmarnock Planning Commission, seconded by Councilmember Sutherland; and carried unanimously.

e. Recommend that Council approve the following appointments to standing Committees:

Streets/Sidewalks/Playground Committee: Councilmember Smith, Councilmember Sutherland, and Councilmember Butler

Administration/Finance Committee: Vice-Mayor Gravatt, Councilmember Nunn, Councilmember Smith, and Councilmember Sutherland

Economic Development Committee: Councilmember Allen, Vice-Mayor Gravatt, and Councilmember Smith

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Water/Sewer Committee: Councilmember Nunn, Councilmember Sutherland, and Councilmember Butler

Police and Public Safety Committee: Vice-Mayor Gravatt, Councilmember Allen, and Councilmember Smith

Mayor Umphlett serves as an ex-officio member of all committees.

ACTION: Councilmember Nunn made the motion to approve the appointments to Council Committees as listed above, seconded by Councilmember Butler; and carried unanimously.

B. Water/Sewer Committee: Councilmember Nunn, Chair

1) Report from July, 2014 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 to Council.

C. Streets/ Sidewalks/ Playground Committee: Chair Vacant

1) Report from July, 2014 meeting.

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

Councilmember Nunn gave the report.

2) Recommendations to Council

There were no recommendations made to Council.

D. Police/Public Safety Committee: Chair Vacant

1) Report from July, 2014 meeting.

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

Councilmember Allen gave the report.

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2) Recommendations made to Council

There were no recommendations made to Council.

E. Economic Development Committee: Vice-Mayor Gravatt, Chair

1) Report from July, 2014 meeting.

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

Councilmember Nunn gave the report.

2) Committee Recommendations to Council

There were no recommendations made to Council.

7. Old Business

Councilmember Nunn stated that Mr. Stanley Dawson had concerns about the cracks in the pavers on Main Street.

8. New Business

A. Election of Vice-Mayor

Councilmember Allen nominated Councilmember Nunn to serve as Vice-Mayor and put it in the form of a motion.

ACTION: Councilmember Allen made the motion to appoint Councilmember Nunn to serve as Vice-Mayor, seconded by Councilmember Sutherland; and carried unanimously.

B. Appointments to Fill Planning Commission Vacancies

ACTION: Councilmember Nunn made the motion to appoint Neill Schultz to the vacant seat with term ending 2017 and Otis Polk to the vacant seat with term ending 2014 on the Kilmarnock Planning Commission, seconded by Councilmember Smith; and carried unanimously.

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9. Comments

A. Public Comments

There were no comments.

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

There were no comments.

C. Mayor- Mae P. Umphlett

Mayor Umphlett congratulated new Councilmember Keith Butler, and new Planning Commission Members Neill Schultz and Otis Polk.

D. Council

Councilmember Sutherland commented that for the three months he had been on Council the staff had been fabulous.

E. Town Manager – Tom Saunders

Town Manager Saunders reported that Town Clerk Cindy Balderson had received her official Certified Municipal Clerks certification. Mr. Saunders said that VDOT was paving School Street at the present and would then be moving up by Farm and Home Supply to address a serious erosion problem. Mr. Saunders also reported that signs would be put up advising traffic on Main Street not to block egress from Waverly Avenue. Mr. Saunders said that there was an article about Baylor Park in the Pleasant Living Magazine. Mr. Saunders noted that the old wastewater generator sold for nearly \$9000 on govdeals.com. Mr. Saunders finalized by saying that he appreciated Councilmember Sutherland's kind words.

10. Adjournment

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

Meeting adjourned at 7:26 pm

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Prepared by:

Joan N. Kent

Mae P. Umphlett, Mayor

Cindy Balderson, Clerk