

July 20, 2015

**KILMARNOCK TOWN COUNCIL
Monday, July 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
Capt. Michael Sutherland

Late Arrivals:

Dr. Curtis H. Smith - 7:23 pm.

Staff Present:

Tom Saunders, Town Mgr.
Susan Cockrell, Deputy Town Mgr.
Paul C. Stamm, Jr., Town Attorney
Joan Kent, Minutes Transcriber
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 July 20, 2015 Town Council meeting agenda as presented, seconded by Councilmember Allen; and carried unanimously.

3. Approve, Correct, or Amend the Minutes of the June 15, 2015 Town Council Meeting

ACTION: Councilmember Allen made a motion to approve the June 15, 2015 Town Council meeting minutes as presented, seconded by Councilmember Butler; 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.

Mrs. Sarah D. Johnson of 342 Keith Avenue, Kilmarnock VA complained about the election signs going up so early and thought that it was absurd. Mrs. Johnson asked the Town to adopt some type of ordinance that would not allow these types of signs to go up until October.

Vice-Mayor Nunn stated that Council had discussed this once before during one of the Town elections regarding the length of time election signs could remain up.

Attorney Stamm advised it was difficult to control due to the Constitution and a person's right to freedom of speech on their property.

5. Planning Commission Report: Councilmember Allen, Council Liaison

The Planning Commission discussed Council's request to research code amendments for the restriction of food trailers/trucks/carts in the Steptoe's Overlay District. Staff gave an update on the environmental grant project that the town has been working on and the status of several other projects such as Town Centre Park and Technology Park. Planning Commission Members were invited to register for the upcoming session of the Certified Planning Commissioners Program.

Vice-Mayor Nunn asked that the Planning Commission discuss the erection of fences prior to obtaining a permit and the penalties associated with such.

6. Committee Reports:

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

1) Report from July, 2015 meeting.

There was no meeting held.

B. Economic Development Committee: Councilmember Gravatt, Chair

1) Report from July, 2015 meeting.

There was no meeting held.

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

1) Report from July, 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 July, 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 July, 2015 meeting.

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

2) Committee Recommendations to Council

a. Recommend that Council approve the disbursements from June 16, 2015 to July 20, 2015 in the amount of \$169,107.52.

ACTION: Vice-Mayor Nunn made a motion to approve the disbursements from June 16, 2015 to July 20, 2015 in the amount of \$169,107.52, seconded by Councilmember Sutherland; and carried unanimously.

b. Recommend that Council authorize Staff to pursue the "Little Free Libraries" program with St. Andrews Presbyterian Church.

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ACTION: Vice-Mayor Nunn made a motion to authorize staff to pursue the “Little Free Libraries” program with St. Andrews Presbyterian Church, seconded by Councilmember Gravatt; and carried unanimously.

7. Old Business

There was general discussion held regarding the changes made to polling places in the Town of Kilmarnock and the county.

8. New Business

Councilmember Butler advised that Mr. Tom Jones had asked Councilmembers to help out in the ticket stand at the Kilmarnock Volunteer Carnival which was being held July 30 to August 8, 2015.

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

Councilmember Smith apologized for being late but advised that he got held up in traffic. Mr. Smith also commented on the excellent job that Vice-Mayor Nunn did as a judge for the local charity event of Dancing with the Stars at the Boy's and Girl's Club.

E. Town Manager – Tom Saunders

Town Manager Saunders apologized for the air conditioning not being repaired as of yet noting that they were in need of a crane to get the unit on top of the roof. Mr. Saunders stated that he was going to contact Robertson, Farmer, and Cox in order to get the Town scheduled for their audit. Mr. Saunders finalized by saying that a rough draft of the Revenue Summary was in each Councilmember's packet.

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10. Adjournment

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

Meeting adjourned at 7:35 pm

Prepared by:

Joan N. Kent

Mae P. Umphlett, Mayor

Cindy Balderson, Clerk