

June 15, 2015

**KILMARNOCK TOWN COUNCIL
Monday, June 15, 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 the Agenda

ACTION: Vice-Mayor Nunn made a motion to accept the June 15, 2015 Town Council meeting agenda as presented, seconded by Councilmember Smith; and carried unanimously.

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

ACTION: Councilmember Smith made a motion to approve the May 15, 2015 Town Council meeting minutes as presented, seconded by Councilmember Gravatt; 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. Bill Warren, President of the Mercer Place Foundation presented Council with a brief update on the success of the project. Mr. Warren stated that they had been in operation for 4 years with no vacancies. Out of the 16 units, there are currently fifteen teachers living there and two other residents. Mr. Warren advised that the foundation had a 30 year loan with VHDA and \$800,000 in equity with an additional \$130,000 in the bank to fall back on if needed. Although they have been approved for a third building, Mr. Warren did not think that would happen anytime soon. The average rent in Lancaster County is approximately \$870.00 and Mr. Warren said that the Foundation had managed to keep the rent at \$670.00 per unit which had two bedrooms and two bathrooms.

5. Planning Commission Report: Councilmember Allen, Council Liaison

There was no meeting held.

6. Committee Reports:

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

1) Report from June, 2015 meeting.

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

2) Recommendations made to Council

There were no recommendations made to Council.

B. Economic Development Committee: Councilmember Gravatt, Chair

1) Report from June, 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 June, 2015 meeting

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

2) Recommendations made to Council

a. Recommend that Council authorize Town Manager Saunders to begin contract negotiations with Land Planning Design Associates to provide engineering and design services for the Town Centre Park.

ACTION: Vice-Mayor Nunn made the motion to authorize Town Manager Saunders to begin contract negotiations with Land Planning Design Associates to provide engineering and design services for Town Centre Park, seconded by Councilmember Gravatt; and carried unanimously.

b. Recommend that Council ratify a Resolution of Appreciation for Eagle Scout Kevin Headley for his excellent project (Observation Deck) at Baylor Park.

ACTION: Vice-Mayor Nunn made the motion to ratify a Resolution of Appreciation for Eagle Scout Kevin Headley for his excellent project at Baylor Park, seconded by Councilmember Sutherland; and carried unanimously.

Town Manager Saunders read the Resolution which was then presented to Kevin Headley by Mayor Umphlett.

D. Water and Sewer: Councilmember Sutherland, Chair

1) Report from June, 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.

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

1) Report from June, 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 May 19, 2015 to June 15, 2015 in the amount of \$144,212.83

ACTION: Councilmember Allen made a motion to approve the disbursements from May 19, 2015 to June 15, 2015 in the amount of \$144,212.83, seconded by Councilmember Gravatt; and carried unanimously.

b. Recommend that Council authorize Town Attorney Stamm to ask the court to appoint Mr. Charles Pruett to the Kilmarnock Board of Zoning Appeals.

ACTION: Vice-Mayor Nunn made a motion to authorize Town Attorney Stamm to ask the court to appoint Mr. Charles Pruett to the Kilmarnock Board of Zoning Appeals, seconded by Councilmember Sutherland; and carried unanimously.

7. Old Business

Second reading of proposed FY2016 Budget for the Town of Kilmarnock

ACTION: Vice-Mayor Nunn made a motion to approve the second reading of the proposed FY2016 budget, seconded by Councilmember Allen; and carried unanimously.

8. New Business

Town Manager Saunders asked Council for authorization to acquire utility easements, have engineered plans drawn, and to hire contractors to install sewer lines that will extend sanitary sewer service to a portion of the block bordered by Main Street, Irvington Road, School Street, and Augusta Street that does not currently have it, at a total cost not to exceed \$150,000.

ACTION: Councilmember Smith made a motion to authorize Town Manager Saunders to acquire utility easements, have engineered plans drawn, and to hire contractors in accordance with the Town's procurement policy to install sewer lines that will extend sanitary sewer service to the block bordered by Main Street, Irvington Road, School Street and Augusta Street that does not currently have it, at a total cost not to exceed \$150,000; seconded by Councilmember Butler; and carried unanimously.

9. Comments

A. Public Comments

Mr. Les Spivey of East Church Street in Kilmarnock stated that he was impressed with progress that the Town was making towards supplying sewer to that particular area of Kilmarnock and happy to hear that they were going to put a camera at the playground.

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

There were no comments.

C. Mayor- Mae P. Umphlett

There were no comments.

D. Council

Councilmember Smith thanked everyone for their cards and support during his time of illness.

Councilmember Allen commented that overage kids are sitting at the playground in evening hours and felt that a camera in that area would be appropriate.

E. Town Manager – Tom Saunders

Town Manager Saunders stated that he was glad that Councilmember Smith got through his illness and was back. Mr. Saunders advised that he was working with Commonwealth Assisted Living regarding their complaints concerning sidewalk issues. Mr. Saunders stated that over 300 flags were retired by the U.S. Coast Guard during this year's ceremony.

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10. Adjournment

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

Meeting adjourned at 7:32 pm

Prepared by:

Joan N. Kent

Mae P. Umphlett, Mayor

Cindy Balderson, Clerk