

May 20, 2013

**KILMARNOCK TOWN COUNCIL
Monday, May 20, 2013
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
Shawn Donahue

William L. Smith
Howard Straughan
Mae P. Umphlett

Staff Present:

Tom Saunders, Town Mgr.
Susan Cockrell, Asst. Town Mgr.
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.

2. Acceptance and Approval of Agenda

ACTION: Councilmember Straughan made a motion to to accept the May 20, 2013 Town Council meeting agenda as presented, seconded by Councilmember Nunn; and carried unanimously.

3. Approve, Correct, or Amend the Minutes of the April 15, 2013 Regular Town Council Meeting.

Vice-Mayor Gravatt made a request for modifications under Council Comments on page 9 regarding the purchase of the 9 acre lot. The modifications were duly noted and corrections will be made.

ACTION: Vice-Mayor Gravatt made a motion to accept the April 15, 2013 Regular Town

Council meeting minutes with his requested corrections, seconded by Councilmember Nunn; 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.

Dr. Daniel Lukish, Superintendent of the Lancaster School System, delivered a packet to each Councilmember which contained information on a demographics study completed on March 28th. The packet also contained information on a Stem Program.

5. Public Hearing:

First reading the Proposed Operating and Capital improvement projects Budget for the Fiscal Year July 1, 2013 through June 30, 2014.

A. Town Manager Saunders gave a brief description of the proposed budget.

B. Mayor Booth opened the public hearing.

C. Mayor Booth asked for public comments.

Mrs. Carol Fletcher, a representative of the Kilmarnock Museum requested that Council include monetary assistance for the museum in the FY13 and FY14 budget.

Mr. Les Spivey of 55 East Church Street, Kilmarnock VA felt that it was extremely important to put Kilmarnock Volunteer Fire Department at the top of the list to receive monetary assistance from the Town. Mr. Spivey also felt that a significant amount of money should be set aside in the budget for economic development. Mr. Spivey finalized by saying that he would like to see the Town Police operate on a 24 hour schedule.

D. Mayor Booth closed the public hearing.

E. Mayor Booth asked for Council discussion and/or action.

ACTION: Councilmember Nunn made the motion to approve the first reading of the Proposed Operating and Capital Improvement Projects Budget for FY July 1, 2013 through

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**June 30, 2014, seconded by
Councilmember Straughan;**

DISCUSSION:

Councilmember Donahue felt that the 3% increase budgeted for employee salaries was inappropriate and should be given to the fire department instead.

Councilmember Nunn noted that monies had already been set aside for the fire department. Mrs. Nunn stated that one of the reasons that the Town was in such good fiscal shape was because of the staff and they needed to be rewarded.

Vice-Mayor Gravatt disagreed with Councilmember Donahue stating that the 3% increase should not be taken from the employees.

Councilmember Straughan agreed with Vice-Mayor Gravatt and Councilmember Nunn adding that the Town employees were not overly compensated.

Councilmember Smith did not feel that the Town Council should be making charitable contributions on behalf of the Town residents. Mr. Smith felt that the fire department and rescue squads were different because they were service oriented. Mr. Smith wanted to do away with the terminology "charitable contributions".

**Mayor Booth called for the vote which was 4 to 2 in favor of.
(Councilmember Donahue and Councilmember Smith were opposed)**

6. Planning Commission Report: Shawn Donahue, Council Liaison

Councilmember Nunn gave the report due to Councilmember Donahue's absence. The Planning Commission continued updating Chapter 1 and 2 of the Comprehensive Plan. There was discussion regarding the Kilmarnock Watershed Assessment Report.

7. Committee Reports:

A. Water/Sewer Committee: Councilmember Nunn, Chair

1) Report from May, 2013

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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B. Streets/ Sidewalks/ Playground Committee: Councilmember Donahue, Chair

1) Report from May, 2013 meeting.

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

2) Recommendations to Council

There were no recommendations made to Council.

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

1) Report from May, 2013 meeting.

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

Vice-Mayor Gravatt gave the report.

2) Recommendations to Council

There were no recommendations made to Council.

D. Emergency Preparedness Committee: Councilmember Umphlett, Chair

1) Report from May, 2013 meeting.

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

Councilmember Umphlett gave the report.

2) Recommendations to Council

There were no recommendations made to Council.

E. Town Centre Committee: Councilmember Straughan, Chair

1) Report from May, 2013 Meeting

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

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Councilmember Straughan gave the report.

2) Committee Recommendations to Council.

There were no recommendations made to Council.

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

1) Report from May, 2013 meeting.

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

Vice-Mayor Gravatt gave the report.

2) Committee Recommendations to Council

There were no recommendations made to Council.

G. Administration/Finance Committee: Councilmember Straughan, Chair

1) Report from May, 2013 meeting.

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

Councilmember Smith submitted his resignation as Chair of the Committee. Councilmember Straughan was elected as Chair and gave the report.

2) Committee Recommendations to Council

a. Recommend that Council approve the disbursements from April 15, 2013 to May 19, 2013 totaling \$65,895.40

ACTION: Councilmember Nunn made a motion to approve the disbursements from April 15, 2013 to May 19, 2013 in the amount of \$65,895.40, seconded by Councilmember Umphlett; and carried unanimously.

b. Recommend that Council donate \$1000.00 to Kilmarnock Museum for FY13.

ACTION: Councilmember Nunn made a motion to approve a donation in the amount of \$1000.00 to the Kilmarnock Museum for

FY13, seconded by Councilmember Umphlett; and carried unanimously.

8. Old Business

A. Resolution for Reedy

Councilmember Nunn reported that she had spoken with Mr. Dave Reedy who stated that he had not received his Resolution from the Town for his years of service on the Kilmarnock Planning Commission.

Town Manager Saunders agreed to follow up on the matter.

B. Nomination of Mei Lei Beane for BZA Vacancy

ACTION: Councilmember Nunn made a motion to recommend to the Lancaster Circuit Court Judge that Mei Lei Beane fill the vacancy on the Kilmarnock Board of Zoning Appeals, seconded by Vice-Mayor Gravatt; and carried unanimously.

9. New Business

Resolution in support of National Safe Boating Week

Town Manager Saunders read the proclamation.

ACTION: Councilmember Nunn made a motion to adopt the Resolution as presented, seconded by Councilmember Umphlett; and carried unanimously.

Mayor Booth presented the Resolution to Mr. Ed Hind with the U. S. Coastguard.

10. Comments

A. Public Comment

Mr. Les Spivey stated that although he understood the budget process, there were certain people within the audience that probably did not. Mr. Spivey

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asked for clarification regarding any monetary contribution that would be made to the Kilmarnock Volunteer Fire Department.

Councilmember Straughan replied that he was not aware of a request from the fire department.

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

No comments were made.

C. Mayor- Raymond C. Booth, Jr.

Mayor Booth disagreed with the statement that the Town had a surplus stating that even though there was several hundred thousand dollars in the general fund, the proposed Capital Improvement spending for 2014 was almost 1.1 million dollars which created the basis for a sizeable deficit of \$776,000 if all of the CIP spending was executed. He agreed that the CIP was somewhat of a wish list and the projected monies didn't get spent each year however he felt that they spent excessively in some areas and failed to do so in other areas. Mr. Booth advised that no money was spent on sidewalks and money appropriated for such was given to Rappahannock Community College instead. Mayor Booth felt that things like sidewalks and waterline extensions needed to be done and not gutted out. Mayor Booth considered the Town Hall purchase to be a big contributor to deficit. In regards to the salary increases, he felt that the Town had the finest employees around but in looking at deficit the Town could not afford the 3% salary increase and felt it to be inappropriate during this economy. Mayor Booth said that the budget neglected to provide significant funding for the most essential services which the Town had a responsibility to support with fire and rescue services ranking right along with police services. Mayor Booth asked Council to add to the 2014 budget the amount of \$20,000 for the fire department and \$10,000 for the rescue squad. Mayor Booth wanted to go on record as saying that he was opposed to 2014 budget as it stood and asked Council to explore some of the changes he suggested before the final vote at next meeting.

D. Council

Councilmember Nunn asked Kilmarnock Volunteer Fire Department members seated in the audience if they were there to ask for some money.

Vice-President Tom Jones stood up and stated that every year the fire department had to come before them and beg for money. Mr. Jones said that their operation cost became more expensive each year. Mr. Jones advised that they worked very hard and didn't feel appreciated at times.

Councilmember Straughan advised Mr. Jones that they were appreciated and asked how much funding they were seeking.

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Mr. Jones requested \$20,000 with a 5% increase each year thereafter.

Fire Chief Benny Balderson gave a run down on cost of equipment and the cost of fighting one fire.

Councilmember Straughan stated that they would consider their request at the next Admin/Finance meeting.

Councilmember Donahue suggested that fire department present the Town Council with bills that they could pay for them.

Mayor Booth stated that they needed to settle on an amount that Council was comfortable with and add a yearly increase since it seemed to work for employee's salaries.

Councilmember Smith said that the employees were the biggest asset that the Town had and he was embarrassed that several people on Council didn't think a salary increase was in order but were willing to spend \$830,000 on a building.

Mayor Booth said that if Council wasn't making the unwanted Town Hall purchase then he would be glad to give employees their 3%.

Councilmember Nunn and Vice-Mayor Gravatt refuted that the Town Hall purchase was not unwanted.

E. Town Manager – Tom Saunders

Town Manager Saunders introduced the newest member of the Kilmarnock Police Department, Officer Jordon Russell.

11. Adjournment

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

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Meeting adjourned at 8:25 pm

Prepared by:

Joan N. Kent

Raymond C Booth, Jr., Mayor

Cindy Balderson, Clerk

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