

May 19, 2014

**KILMARNOCK TOWN COUNCIL
Monday, May 19, 2014
Town Hall
Kilmarnock, VA**

Regular Meeting Minutes

1. Call to Order:

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

Emerson Gravatt, Vice-Mayor
Rebecca T. Nunn

Captain Michael Sutherland
Mae P. Umphlett

Members Absent:

Raymond C. Booth, Jr., Mayor
Shawn Donahue
William L. Smith

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

Vice-Mayor Gravatt 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 Nunn made a motion to to accept the May 19, 2014 Town Council meeting agenda as presented, seconded by Councilmember Umphlett; and carried unanimously.

3. Approve, Correct, or Amend the Minutes of the April 21, 2014 Town Council Meeting

Councilmember Umphlett advised that a correction was needed on page 4. The date of the public hearing was May 12, 2014 instead of May 11, 2014.

ACTION: Councilmember Nunn made a motion to approve the April 21, 2014 Town Council meeting minutes as amended, seconded by Councilmember Umphlett; and carried unanimously.

4. Public Comments and Presentations:

Vice-Mayor Gravatt 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. Public Hearing:

The purpose of the hearing was to solicit public input regarding the first reading of the proposed Operating and Capital Improvement Budget for fiscal year July 1, 2014 through June 30, 2015 (FY'15)

A. Description

A description of the proposed Operating and Capital Improvement Budget FY 2015 was given by Town Manager Saunders.

B. Vice-Mayor Gravatt opened the public hearing.

C. Vice-Mayor Gravatt called for public comments.

There were no public comments.

D. Vice-Mayor Gravatt asked for additional staff comments.

There were no additional staff comments.

E. Vice-Mayor Gravatt closed the public hearing.

F. Vice-Mayor Gravatt asked for Council comments and/or action.

May 19, 2014

Councilmember Nunn commented that she felt the Town was doing well.

There was no action taken.

6. Planning Commission Report: Council Liaison Sutherland

Councilmember Sutherland reported that the Kilmarnock Planning Commission held a public hearing in regards to the possible adoption of VA State Code 15.2-906 allowing the removal or repair of blight structures. The Planning Commission recommended that Council approve the adoption of the code at their June 16, 2014 Town Council meeting.

7. Committee Reports:

A. Water/Sewer Committee: Councilmember Nunn, Chair

1) Report from May, 2014

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 Smith, Chair

1) Report from May, 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

Recommend that Council authorize the Town Manager to proceed with the contract with Community Planning Partners for the Town Centre "People's Park" master plan process.

ACTION: Councilmember Nunn made a motion to authorize the Town Manager to proceed with the contract with Community Planning Partners for the Town Centre "People's Park"

May 19, 2014

master plan process, seconded by Councilmember Umphlett; and carried unanimously.

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

1) Report from May, 2014 meeting.

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

Vice-Mayor Gravatt gave the report.

2) Recommendations made to Council

There were no recommendations made to Council.

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

1) Report from May, 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.

E. Administration/Finance Committee: Councilmember Smith, Chair

1) Report from May, 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

a. Recommend that Councilmember Sutherland be appointed to serve on Water/Sewer and Admin/Finance Committees until July, 2014.

ACTION: Councilmember Nunn made a motion to appoint Councilmember Sutherland to the Water/Sewer and Admin/Finance Committees until July 1, 2014, seconded by

May 19, 2014

Councilmember Umphlett; and carried unanimously.

b. Recommend that Council approve the disbursements from April 22, 2014 to May 19, 2014 totaling \$106,081.50

ACTION: Councilmember Nunn made a motion to approve the disbursements from April 22, 2014 to May 19, 2014 in the amount of \$106,081.50, seconded by Councilmember Umphlett; and carried unanimously.

8. Old Business

There was no discussion under Old Business.

9. New Business

There was general discussion regarding advertising for vacant seats on the Planning Commission and Town Council and having the applications presented to the Admin/Finance Committee at their July meeting.

10. Comments

A. Public Comments

There were no comments.

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

There were no comments.

C. Mayor- Raymond C. Booth, Jr.

There were no comments due to absence.

D. Council

Councilmember Nunn congratulated Mayor Elect Umphlett and Vice-Mayor Gravatt on their successful campaigns.

E. Town Manager – Tom Saunders

Town Manager Saunders commented on the letter received from Mrs. Hazel Farmer in regards to how nice the Steptoe's area looked with the plantings and hanging baskets. Mr. Saunders mentioned an email from a disgruntled non-

May 19, 2014

resident. Mr. Saunders advised that VDOT had removed the turn lanes at Route 3 and James B. Jones Memorial Highway which he felt was somewhat dangerous. Mr. Saunders commented on the incident that changed the WWTP water pink for a period of 5 days. Mr. Saunders finalized by congratulating everyone who was recently elected and re-elected to Council.

11. Adjournment

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

Meeting adjourned at 7:38 pm

Prepared by:

Joan N. Kent

Emerson Gravatt, Vice-Mayor

Cindy Balderson, Clerk