

November 18, 2013

**KILMARNOCK TOWN COUNCIL
Monday, November 18, 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

Howard Straughan
William L. Smith
Mae P. Umphlett

Members Absent:

Shawn Donahue

Staff Present:

Tom Saunders, Town Mgr.
Marshall Sebra, Zoning Administrator/Planning Director
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: Vice-Mayor Gravatt made a motion to to accept the November 18, 2013 Town Council meeting agenda as presented, seconded by Councilmember Nunn; and carried unanimously.

3. Approve, Correct, or Amend the Minutes of the October 21, 2013 Regular Town Council Meeting.

ACTION: Councilmember Nunn made a motion to accept the October 21, 2013 Regular Town

**Council meeting minutes as presented,
seconded by Councilmember Straughan; 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.

A. Public Comments:

There were no public comments.

B. Presentation:

Town Manager Saunders gave a brief presentation regarding artwork created to enhance the Town Hall Council Chambers. Mr. Saunders thanked Mrs. Pam Deihl who consulted with artist John Lattell, and the donor Anita Cook. Following the presentation, Mrs. Cook assisted Mr. Saunders with the unveiling of the piece which was donated in memory of her late father H. R. "Peck" Humphreys, Jr. who served as Mayor of Kilmarnock from 1966 to 1970.

5. Planning Commission Report: Councilmember Umphlett, Council Liaison

Councilmember Umphlett reported that the Planning Commission held a discussion during their November 4, 2013 meeting regarding a draft updating Chapter 4 of the Comprehensive Plan. Then briefly discussed the need to review and possibly update the ordinance concerning yard sales.

6. Committee Reports:

A. Water/Sewer Committee: Councilmember Nunn, Chair

1) Report from November, 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.

B. Streets/ Sidewalks/ Playground Committee: Councilmember
William Smith

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1) Report from November, 2013 meeting.

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

2) Committee Recommendations to Council

Recommend that Council approve the commencement of engineering and planning for new sidewalks to connect with existing sidewalks between South Main Street and Mary Ball Road.

ACTION: Councilmember Nunn made a motion to approve the request to begin the engineering and planning process for the installation of new sidewalks to connect with the existing sidewalks between South Main Street and Mary Ball Road, seconded by Councilmember Straughan; and carried unanimously.

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

1) Report from November, 2013 meeting.

There was no meeting held.

2) Committee Recommendations to Council

There were no recommendations made to Council.

D. Economic Development: Vice-Mayor Gravatt, Chair

1) Report from November, 2013 meeting.

A copy of the Committee's 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 Straughan, Chair

1) Report from November, 2013 meeting.

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

There was a brief exchange between Mayor Booth, Vice-Mayor Gravatt, and Councilmember Nunn regarding who was responsible for the 16% decrease in real estate taxes for Town residents. Councilmember Nunn and Vice-Mayor Gravatt advised that the Town did not raise taxes so that the Town citizens could enjoy the decrease. Mayor Booth advised that the 16% tax decrease was because of reassessments done by the County and the decrease in property values. Mayor Booth said that the Town didn't have anything to do with the tax break and taxes shouldn't be raised with decreasing property values anyway.

There was also a brief discussion regarding the old Town Hall RFP.

2) Committee Recommendations to Council

a. Recommend that Council approve the disbursements from October 22, 2013 through November 18, 2013 totaling \$132,201.90.

ACTION: Councilmember Nunn made a motion to approve the disbursements from October 22, 2013 to November 18, 2013 in the amount of \$132,201.90 seconded by Councilmember Smith; and carried unanimously.

b. Recommend that Council make an irrevocable election to not participate in the VRS VLDP program by way of Resolution.

Councilmember Nunn read the Resolution out loud.

ACTION: Councilmember Nunn made the motion that the Town elect not to participate in the VRS VLDP Program, seconded by Vice-Mayor Gravatt; and carried unanimously.

7. Old Business

There was no discussion.

8. New Business

There was no discussion.

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9. Comments

A. Public Comment

There were no public comments.

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

There were no comments made by the Town Attorney.

C. Mayor- Raymond C. Booth, Jr.

Mayor Booth commented that the historical marker event honoring the late Doctor Norris was outstanding and gave the merit of its success to all who participated but more specifically to the Kilmarnock Museum. Mayor Booth stated that he also attended, spoke at, and enjoyed the installment ceremony for Pastor Peyton Waller at St. John's Baptist Church in Kilmarnock.

D. Council

Councilmember Nunn stated that she and Vice-Mayor Gravatt also attended the Norris Marker Dedication along with three generations of the Norris family. Mrs. Nunn also credited the Kilmarnock Museum for all that they did to make the event happen. Mrs. Nunn advised that there were 2400 historical markers in Virginia with Doctor Norris's being 2401.

There was discussion whether or not the Town Office would remain open on the night of the Christmas Parade. Vice-Mayor Gravatt and Councilmember Nunn stated that they were available that evening and thought it would be a nice gesture to serve hot chocolate.

E. Town Manager – Tom Saunders

Town Manager Saunders had no comments to make.

10. Adjournment

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

Meeting adjourned at 7:32 pm

Prepared by:

November 18, 2013

Joan N. Kent

Raymond C Booth, Jr., Mayor

Cindy Balderson, Clerk