

November 16, 2015

**KILMARNOCK TOWN COUNCIL
Monday November 16, 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
Mr. Keith Butler

Mr. Emerson Gravatt
Dr. Curtis H. Smith
Capt. Michael Sutherland

Absent:

Maj. Chris Allen- Resigned

Staff Present:

Tom Saunders, Town Mgr.
Marshall Sebra, Zoning Admin/Planning Director
Paul C. Stamm, Jr., Town Attorney
Cindy Balderson, Town Clerk
Joan Kent, Minutes 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 November 16, 2015 Town Council meeting agenda as presented, seconded by Councilmember Smith; and carried unanimously.

3. Approve, Correct, or Amend the Minutes of the October 19, 2015 Town Council Meeting

ACTION: Councilmember Butler made a motion to approve the October 19, 2015 Town Council

meeting minutes as presented, seconded by Councilmember Gravatt; and carried unanimously.

4. 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.

There were no public comments.

5. Planning Commission Report: Vice-Mayor Nunn

The Planning Commission continued their discussion regarding Council's request to investigate the need for restricting temporary structures within the Steptoe Overlay District. The Commission continued to review relevant regulations from other jurisdictions as well as proposed text amendments to the Town's ordinance that were prepared by staff. The topic of discussion will continue until they reach a satisfactory recommendation for Council.

6. Committee Reports:

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

- 1) Report from November, 2015 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

B. Economic Development Committee: Councilmember Gravatt, Chair

- 1) Report from November, 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.

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

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1) Report from November, 2015 meeting given by Councilmember Sutherland.

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

2) Recommendations made to Council

Recommend that Council allot funds not to exceed \$150,093.00 for Town Centre Park LPDA development plans.

ACTION: Councilmember Sutherland made the motion to allot funds not to exceed \$150,093.00 for Town Centre Park LPDA development plans, seconded by Councilmember Smith; and carried unanimously.

D. Water and Sewer: Councilmember Sutherland, Chair

1) Report from November, 2015 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: Vice-Mayor Nunn, Chair

1) Report from November, 2015 meeting.

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

2) Committee Recommendations to Council

a. Recommend that Council have the court appoint Bernice McElroy to serve on the Kilmarnock Board of Zoning Appeals.

ACTION: Vice-Mayor Nunn made the motion to have the appropriate court appoint Bernice McElroy to serve on the Board of Zoning Appeals, seconded by Councilmember Smith; and carried unanimously.

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b. Recommend that Council approve the drafting of an ordinance to allow participation in the Virginia Investment Pool and to advertise for a public hearing on the issue.

ACTION: Vice-Mayor Nunn made the motion to approve the drafting of an ordinance to allow participation in the Virginia Investment Pool and to advertise for a public hearing on the issue, seconded by Councilmember Sutherland; and carried unanimously.

c. Recommend that Council appoint Councilmember Smith to serve as liaison to the Kilmarnock Planning Commission.

ACTION: Vice-Mayor Nunn made the motion to appoint Councilmember Smith to serve as liaison to the Kilmarnock Planning Commission, seconded by Councilmember Gravatt; and carried unanimously.

d. Recommend that Council approve the disbursements from October 20, 2015 to November 16, 2015 in the amount of \$197,507.19.

ACTION: Vice-Mayor Nunn made a motion to approve the disbursements from October 20, 2015 to November 16, 2015 in the amount of \$197,507.19, seconded by Councilmember Sutherland; and carried unanimously.

7. Old Business

There was no discussion regarding old business.

8. New Business

Town Manager Saunders announced Councilmember Allen's resignation. Mr. Allen will be moving from the area. Staff will advertise for public interest in filling the vacancy on Council.

9. Comments

A. Public Comments

There were no public comments.

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

There were no comments.

C. Mayor- Mae P. Umphlett

There were no comments.

D. Council

There were no comments.

E. Town Manager – Tom Saunders

Town Manager Saunders advised that the public works bucket truck had finally died and that staff would be looking for a used replacement. There was a severe sewer blockage on Clark Lane which resulted in having to install a new line. The vehicle crash into the building that used to house the Toy Store on Route 200 was due to a mechanical malfunction and there were no serious injuries.

10. Adjournment

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

Meeting adjourned at 7:27 pm

Prepared by:

Joan N. Kent

Mae P. Umphlett, Mayor

Cindy Balderson, Clerk