

September 16, 2013

**KILMARNOCK TOWN COUNCIL
Monday, September 16, 2013
Town Hall
Kilmarnock, VA**

Regular Meeting Minutes

1. Call to Order:

Acting Chair Nunn called the Regular Meeting to order at 7:00 pm with the following Councilmembers present:

Rebecca T. Nunn, Acting Chair
William L. Smith

Howard Straughan
Mae P. Umphlett

Members Absent:

Raymond C. Booth, Jr., Mayor
Emerson Gravatt, Vice-Mayor
Shawn Donahue

Staff Present:

Tom Saunders, Town Mgr.
Susan Cockrell, Deputy Town Mgr.
Paul C. Stamm, Jr., Town Attorney
Cindy Balderson, Town Clerk
Joan Kent, Transcriber
Michael S. Bedell, Chief of Police

ACTION: Councilmember Straughan made a motion to have Councilmember Nunn chair the meeting, seconded by Councilmember Smith; and carried unanimously.

Acting Chair Nunn welcomed Kilmarnock residents, business owners, and guest and then led the recital of the Pledge of Allegiance.

2. Acceptance and Approval of Agenda

ACTION: Councilmember Smith made a motion to to accept the September 16, 2013 Town Council meeting agenda as presented, seconded by Councilmember Straughan; and carried unanimously.

September 16, 2013

3. Approve, Correct, or Amend the Minutes of the August 19, 2013, Regular Town Council Meeting

ACTION: Councilmember Smith made a motion to accept the August 19, 2013 Regular Town Council meeting minutes as presented, seconded by Councilmember Straughan; and carried unanimously.

4. Public Comments and Presentations:

Acting Chair Nunn 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. Tom Jones of the Kilmarnock Volunteer Fire Department addressed Council about placing a memorial cabinet in the Town Hall filled with historical fire department memorabilia.

5. Planning Commission Report: Shawn Donahue, Council Liaison

In lieu of Councilmember Donahue's absence, Councilmember Umphlett gave the report.

Councilmember Umphlett stated that the Planning Commission discussed Chapter 4 and 5 of the Comprehensive Plan. Mrs. Umphlett said that they held a public hearing regarding the rezoning of property on James B. Jones Memorial Highway and were recommending to Council that the request for rezoning be approved. The Planning Commission also approved a Resolution of Appreciation for former member Steve Bonner's years of service. As a result of their annual selection of officers, the Planning Commission chose Dr. Curtis H. Smith as Chairman, Lindsay Gardner as Vice Chair, and Ann Towner as Secretary.

6. Committee Reports:

A. Water/Sewer Committee: Councilmember Nunn, Chair

There was no meeting held in the month of September.

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

1) Report from September, 2013

September 16, 2013

A copy of the Committee meeting notes was included in each Councilmember's packet. Due to the absence of Councilmember Donahue, the report was given by Councilmember Smith.

2) Committee Recommendations to Council

There were no recommendations made to Council.

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

There was no meeting held in the month of September.

D. Economic Development Committee: Vice-Mayor Gravatt

There was no meeting held in the month of September.

E. Administration/Finance Committee: Councilmember Straughan, Chair

1) Report from September, 2013 meeting.

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

2) Committee Recommendations to Council

a. Recommend that Council accept KVFD's proposal to place a memorial cabinet in Town Hall.

ACTION: Councilmember Umphlett made a motion to accept Kilmarnock Volunteer Fire Department's proposal to place a memorial cabinet in the Town Hall, seconded by Councilmember Smith; and carried unanimously.

b. Recommend that Council approve the disbursements from August 20, 2013 to September 16, 2013 totaling \$80,473.23

ACTION: Councilmember Straughan made a motion to approve the disbursements from August 20, 2013, to September 16, 2013 in the amount of \$80,473.23, seconded by Councilmember Umphlett; and carried unanimously.

September 16, 2013

7. Old Business

There was no discussion under Old Business.

8. New Business

- A. Resolution in Appreciation for former Planning Commission Member Steve Bonner

Acting Chair Nunn read the Resolution honoring Mr. Bonner.

- B. Proclamation in support of Constitution Week 2013

Acting Chair Nunn read the Proclamation regarding Constitution Week 2013.

9. Comments

- A. Public Comments

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.

There were no comments made by the Mayor due to absence.

- D. Council

There were no comments made by Councilmembers.

- E. Town Manager – Tom Saunders

There were no comments made by Town Manager Saunders.

10. Adjournment

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

Meeting adjourned at 7:15 pm

September 16, 2013

Prepared by:

Joan N. Kent

Rebecca T. Nunn, Acting Chair

Cindy Balderson, Clerk