

# TOWN COUNCIL MEETING MINUTES

March 20, 2012

## Call to Order

The Clarksville Town Council met in regular session on March 20, 2012, at 7:30 p.m. Mayor Kevin Allgood called the meeting to order and provided the invocation. Council members present were Mayor Kevin Allgood, Chris Clarke, Carolyn Hite, Glenn Jurczyk, Bill Nunn, Connie Torres, and Harold Yuille. Staff members present were Town Manager Melinda Moran, Treasurer/Clerk Tara Murphy, Town Clerk Wendy Feild, Town Operations Director Richard Elliott, and Police Chief Ricky Wilkinson.

## Approval of Minutes

The minutes of the February 21<sup>st</sup>, 2012 meeting were approved with no additions, deletions, or corrections with a motion by Council member Clarke, seconded by Council member Yuille, and approved by all.

The minutes of the March 6<sup>th</sup>, 2012 Council Workshop were approved with no additions, deletions, or corrections with a motion by Council member Nunn, seconded by Council member Clarke, and approved by all.

The minutes of the March 6<sup>th</sup>, 2012 Special Meeting were approved with no additions, deletions, or corrections with a motion by Council member Hite, seconded by Council member Jurczyk, and approved by all.

The minutes of the March 7<sup>th</sup>, 2012 Special Meeting were approved with no additions, deletions, or corrections with a motion by Vice-Mayor Torres, seconded by Council member Hite, and approved by all.

The minutes of the March 14<sup>th</sup>, 2012 Special Meeting were approved with no additions, deletions, or corrections with a motion by Council member Hite, seconded by Council member Nunn, and approved by all.

The minutes of the March 15<sup>th</sup>, 2012 Special Meeting were approved with no additions, deletions, or corrections with a motion by Council member Nunn, seconded by Council member Hite, and approved by all.

## Presentation of List of Vendors Paid

The list of vendors paid for February 2012 was presented to Council. Vice-Mayor Torres motioned to approve the list of vendors paid for February 2012, seconded by Council member Clarke, and approved by all.

## Presentation of Financial Statements

Financial Statements for February 2012 were presented to Council. Vice-Mayor Torres motioned to approve the February 2012 financial statements, seconded by Council member Clarke, and approved by all.

## Presentation of Town Operation Reports

The Town Operations reports were presented to Council.

Director Richard Elliott reported to Council that they have done some repair work at the Wastewater Treatment Plant on 2 yard hydrants and replaced some sections of concrete sidewalk. He stated the sludge pump at the Waste Plant has to be repaired. Director Elliott stated there was a spare on hand to use until the pump can be repaired. Director Elliott also reported that the primary clarifier #1 quit working and they have all the parts on hand to make the rebuild and repair it. Director Elliott stated they are working on grass cutting, leaves and brush pickup to get caught up. He stated currently the leaf machine is working well. He stated now that leaf season is over; they will run the route periodically to get leaves that remain.

## Presentation of Police Activity Report

The Police Activity report was presented to Council.

Police Chief Ricky Wilkinson presented a proposed noise ordinance to Council for review at the Council Workshop. He stated the Town's current noise ordinance is unconstitutional. He stated VML has several sample ordinances that he worked from. He stated if Council approves the proposed ordinance, a first reading can be held at the next regular meeting.

Council member Hite asked if there was any update on the new building or the water issue. Chief Wilkinson stated there were no grants available or financing from Rural Development for this project. He stated he proposed to be able to move to this building permanently as the current location was to be temporary.

Mayor Allgood questioned the procedure to deal with dogs that are not on a leash. Chief Wilkinson stated the persons need to contact the Police Department and they will try to determine who owns the dog. He stated once that is determined, the officer will issue a warning and more action can be taken if the issue persists.

Council member Jurczyk questioned if the Chief is happy with the service on the vehicles. Chief Wilkinson stated the vehicle maintenance work is going well.

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## UNFINISHED BUSINESS

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### Matching Funds for VCC Grant for Fine Arts Center Study

Town Manager Moran stated Clarksville was one of the regional recipients of a grant from Virginia Community Capital. She stated the grant is being utilized to conduct a financial feasibility study to determine the public need and demand for use of the Fine Arts Center. She stated the study will be used as a basis for seeking construction funds for the FAC renovation. Town Manager Moran stated the study will be conducted by staff from the Virginia Center for Urban Development/Economic Development at the VCU Center for Public Policy. Town Manager Moran stated the cost of the study is \$11,000 and it is proposed to be shared as follows: \$1,500 from the Clarksville Community Players; \$1,500 from the Town of Clarksville; \$4,000 from the Clarksville EDA; and \$4,000 from VCC. Town Manager Moran stated the Town's proposed match can be provided through the Tourism line-item.

Council member Jurczyk motioned to use \$1,500 from the Tourism line-item to pay the Town's portion for the Fine Arts Center study, seconded by Council member Hite, and approved by all.

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## NEW BUSINESS

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### Benchmark Community Bank – Update on Construction of New Building

Mayor Allgood introduced Allen Murray and Mike Walker to update the Council on the construction of the new Benchmark Community Bank. Mr. Walker stated Benchmark Community Bank started in September 1971 in Kenbridge and Clarksville in June of 1999. He presented some renderings showing how the building will look on the outside with brick and a metal roof as well as the inside. He stated the new building will be 4,800 square foot with a 2 million investment. Mr. Walker stated they plan to break ground on April 1<sup>st</sup>. He stated they are excited about bringing the new building to the community.

Vice-Mayor Torres stated the Town is excited about the new facility.

### Rescue Squad

Alex Greene, the President of the Mecklenburg County Life Saving and Rescue Squad addressed Council regarding their service and a need they have. He stated they are primarily a volunteer organization and have a personnel shortage at this time. He stated the members are state certified as an EMT, or a paramedic and they are staffed 24 hours. Mr. Greene stated they work regional between Clarksville, Boydton, and Chase City. He stated in 2011, they answered 1,026 emergency calls. Mr. Greene stated they are doing a lot to recruit new members in the businesses as well as the high school. He presented financial information on funds received and the expenses to operate. He explained that the cost for the Rescue Squad to cover Lake Fest is \$3,580 but the Town of Clarksville gives \$3,000 each year. Mr. Greene requested the Council consider giving the Rescue Squad some additional funds for fuel costs.

Council member Hite feels the request is not unreasonable and the Council should consider it. Council member Jurczyk stated he is thankful for their service to the community and also feels the Council should discuss the request.

### FY10/11 Audit

Town Manager Moran stated the audit report was given to Council last month for review. She stated it is customary for Council to approve the audit report.

Vice-Mayor Torres motioned to adopt the 2010/2011 Audit report as presented, seconded by Council member Nunn, and approved by all.

### Budget Amendment – Waste Plant Maintenance

Treasurer Murphy stated at the Waste Plant, the sludge pump needs to be repaired at a cost of \$4,429.60. She stated a spare sludge pump is needed at all times, and a new sludge pump would cost \$7,800. Treasurer Murphy stated there are no funds in the line items for this repair. She stated if it pleases Council, we recommend appropriating \$4,429.60 from Water fund contingency to cover the maintenance expense.

Council member Hite motioned to appropriate \$4,429.60 from Water fund contingency to pay for the sludge pump repair, seconded by Vice-Mayor Torres, and approved by all.

## Budget Amendment – Fine Arts Center HVAC

Treasurer Murphy stated that Director Elliott and Council member Jurczyk have been working on a possible solution for replacing one of the HVAC units at the Fine Arts Center. She stated they propose to replace the one unit from the roof with two separate units that will be mounted to the side of the building. She stated the matter has been discussed with the Clarksville Players and they will cost share on the replacement. She stated the total cost to replace the units is \$4,180 and the Town's share is \$2,090. She stated this amount can be appropriated from General fund contingency if it pleases Council.

Council member Nunn motioned to appropriate \$2,090 from General fund contingency to pay the Town's portion for the HVAC units at that Fine Arts Center, seconded by Vice-Mayor Torres, and approved by all.

## Recognize Town Manager Melinda Moran

Mayor Allgood stated the Town wants to recognize Town Manager Melinda Moran for her year's of service to the Town of Clarksville. He stated the Town wishes her well in her new position. Council member Nunn stated he appreciates her years of service and professionalism in working for the Town. Town Manager Melinda Moran thanked everyone for the well wishes and said that it means a lot. She stated Clarksville is very special to her.

## Opportunity for Public Comment

Barry Roberts, President of the Clarksville Community Players, thanked the Town Council for partnering with them to preserve the community building. He stated they will be opening Fiddler on the Roof on April 20<sup>th</sup> and asked if the new HVAC units could be installed before then. Council member Jurczyk stated the Town will talk to Loftis Appliance to see if that can be accommodated. He stated there are ongoing maintenance issues such as the exit lights not working and they got it fixed. He stated there are other things such as painting needs, landscaping, peeling walls in the restrooms, and 2 toilets in the ladies restroom need to be replaced with standard size toilets and there are pressure problems. He stated the Players are trying to do their part on the maintenance whenever they can. Council member Jurczyk suggested that a list of the needs be submitted to the Town so it can be reviewed especially during budget time. Mr. Roberts stated as part of the study, the Players will need some stakeholders and would like to talk with some of the Council about this issue.

Lou Zarelli stated he received a call from Glen Edwards about the addition of a 16' gazebo to the pocket park. He stated it was proposed for the Lake Country Home Builders Association to purchase all the materials and the Bluestone High School students to build it and transport it to the park. He stated he has talked to the Elliott's and they approve of the project. He wanted to make Council aware of the potential project, but he is waiting to hear from the Mr. Edwards about whether the school has agreed to do the project.

Keith Weston, reporter for the News Progress, thanked Melinda Moran for the straightforward and honest working relationship they have had during her time with Clarksville.

## Interim Town Manager

Mayor Allgood informed the public that the Town Council has appointed Dr. Charles Lee as the Interim Town Manager. He stated they are finalizing his employment agreement to serve as Interim Town Manager for up to 6 months.

## Adjournment

With no further business, the meeting was adjourned.

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Kevin Allgood, Mayor

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Tara Murphy, Treasurer/Clerk