

TOWN COUNCIL MEETING MINUTES

September 18, 2012

Call to Order

The Clarksville Town Council met in regular session on September 18, 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, Mike Sizemore, and Connie Torres. Staff members present were Interim Town Manager Charles Lee, Treasurer/Clerk Tara Murphy, Town Clerk Wendy Feild, and Police Chief Ricky Wilkinson.

Approval of Minutes

The minutes of the August 21st, 2012 meeting were approved with no additions, deletions, or corrections with a motion by Vice-Mayor Torres, seconded by Council member Sizemore, and approved by all.

The minutes of the September 4th, 2012 Council Workshop were approved with no additions, deletions, or corrections with a motion by Council member Hite, seconded by Council member Nunn, and approved by all.

Presentation of List of Vendors Paid

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

Presentation of Financial Statements

The Financial Statements for August 2012 were presented to Council. Vice-Mayor Torres motioned to approve the August 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.

Interim Town Manager Charles Lee informed Council that the by-pass pump in use at the 7th Street pump station broke down, and Director Richard Elliott is en-route to get parts to repair it and also to rent a pump to use during the repair. Mr. Lee also stated that the Town received a notice of award of a planning grant for Phase 2 of the Southwest Downtown Improvement Project, and the Town has 60 days to provide the required information.

Presentation of Police Activity Report

The Police Activity report was presented to Council.

Chief Ricky Wilkinson informed Council that the department is allowing people to bow hunt on the Pittard property near Food Lion due to the large number of deer in Town. He also stated that with the buzzard population, if the businesses will close the dumpster lids, that helps deter the buzzards.

UNFINISHED BUSINESS

Residency Requirements for Town Manager – Additional Considerations

Interim Town Manager Lee stated that last month Council decided that the Town Manager's position should have a residency requirement and voted to amend the Town Charter to establish a residency requirement. He stated that since the meeting, he has discussed the issue more with the Town Attorney regarding the process. He stated that it requires a public hearing, legislative sponsor, and staff time to pursue the change through the legislative session. He stated that the Attorney indicates that under the current charter, the Council can encourage if not mandate that the appointee reside in Town. Interim Town Manager Lee stated that the issue is before the Council to either reaffirm the vote to proceed with amending the Town Charter or consider rescinding the motion and use the current wording of the Charter to persuade the Manager to reside in Town.

Council member Hite stated that she has seen Town Managers that lived within the Town limits and also outside, and she was not in favor of changing the Town Charter.

Council member Sizemore motioned to rescind the motion to amend the Town Charter to establish a residency requirement for the Town Manager position, seconded by Vice-Mayor Torres, and approved by all.

Approval of Proposal for Dismantling, Relocation, Setup and Modification of Office Facility for Police Department and Funds Appropriation

Interim Town Manager Charles Lee stated that proposals were solicited for the dismantling, relocation, and setup of the facility at the new location. He reported to Council that the Town received two bids for the project as follows: Roderick Brooks \$47,500 and Robert Puryear, RBP Construction Co. \$28,200. He recommends accepting the low bid from RBP Construction Co. and authorizing the Interim Town Manager to sign a contract with RBP Construction once the Town Attorney provides the contract.

Council member Sizemore motioned to accept the low bid from RBP Construction Co. and authorize Interim Town Manager Charles Lee to sign a contract with RBP Construction Co., and it was seconded by Vice-Mayor Torres. The motion carried with a vote of five in favor and one abstention (Council member Hite).

Interim Town Manager Lee stated that the Council approved purchasing the facility, but did not make an appropriation of the funds. He stated that the purchase will include most of the furniture, safe, and outside overhead lighting and signage. Interim Town Manager Charles Lee stated that the relocation and setup bid was just approved. He stated that since the bids for the relocation and setup came in favorably, he recommended increasing the modifications to the interior figure from the original \$2,000 to \$3,800 for a total project cost of \$57,000. Interim Town Manager Charles Lee stated that the Shelton Short Foundation grant funds are available for the project. He stated that the Town also has residual funds from the Last Mile Fiber Network and the Fire Department Land funds that can be put towards the project.

Vice-Mayor Torres motioned to approve the appropriation of \$57,000 from the Short Grants, the Last Mile Fiber Network residual, and the Fire Department Land fund residual for the purchase, relocation, and modification of the Benchmark Modular Office Facility, and it was seconded by Council member Nunn. The motion carried with a vote of five in favor and one opposed (Council member Hite).

Council member Jurczyk questioned that the parking lot is not included at this time. Interim Town Manager Charles Lee stated that the parking lot is included in the total budget of the project, but the amount is not in the appropriation at this time.

NEW BUSINESS

Erwin Raughley – Burlington Property

Interim Town Manager Charles Lee introduced Erwin Raughley, a partner in the Birmingham, AL firm that purchased the Burlington property. Mr. Erwin Raughley stated that they purchased the Burlington site and plan to clean up the site and resell it. He stated that they first saw the site two years ago with Wills Hancock. He stated that the area has so many advantages that you don't see. Mr. Raughley stated that their business model involves 3 surveys, and they will start with abatement and then proceed with surgical demolition before working on the final stage of the cleanup. He stated that they plan to hire local subcontractors and about 50 personnel. Mr. Raughley stated that they met with the State, Mecklenburg County and also the power company this week to discuss the possibilities for that site. He stated that once they complete their process, most sites have not sat idle for more than six months. Mr. Raughley stated that the site has water, rail, air space, and redundant power, therefore, enormous potential. He stated that the community has welcomed them with open arms, and they appreciate that.

Updating of Community Center Agreement with Ruritans, Inc.

Interim Town Manager Charles Lee presented Council with a slightly modified agreement between the Town and the Clarksville Ruritans, Inc. to better identify the roles of the Town and the Ruritans in supporting and using the Community Center. He stated that the changes indicated in red are agreeable with the Ruritans, but the proposed changes in blue are suggestions regarding the financial terms from the Ruritans that have been in the agreement since the partnership began, and he does not see reason to support these changes at this time.

Council member Hite motioned to accept the agreement with the proposed changes in red only, seconded by Council member Nunn, and approved by all.

Position Descriptions & Performance Evaluation Documents for Town Employees

Interim Town Manager Charles Lee stated that he prepared a Position Description for each authorized position and Performance Evaluation documents that can be used for each employee. He asked Council to review them and make any changes and get them back to him one week from today and then he will go over the Position Descriptions with each employee to make sure they understand how the system will work. He stated that each Position Description has the statement that the Town reserves the right to change any description when needed and that it is not a contract.

Recommendations of Planning Commission

Interim Town Manager Charles Lee stated that the Planning Commission met to discuss a Special Use Permit request from Reverend Paula Eubanks to use the property at 101 College Street as a Church Ministry. Council member Jurczyk stated that the Planning District Commission approved the request and voted to recommend to Council that the Special Use Permit Request be granted. Vice-Mayor Torres questioned if the parking was going to be adequate. Council member Jurczyk stated it was.

Vice-Mayor Torres motioned to grant the Special Use Permit Request from Reverend Paula Eubanks to use the property at 101 College Street as a Church Ministry, seconded by Council member Sizemore, and approved by all.

Interim Town Manager Charles Lee stated the Planning Commission received a request from Jack Hite to rezone the property at 1000 Virginia Avenue from B-1 to R-2. Council member Jurczyk stated that the Planning Commission met to discuss the request and found that the property was inadvertently labeled as R-2 by mistake, and that it previously was zoned at R-1. He stated that they discussed the matter with Mr. Hite, and he saw no problem.

He stated that the Planning Commission approved the request and recommend that the Council approve rezoning the property at 1000 Virginia Avenue from B-1 to R-1.

Council member Nunn motioned to approve the request to rezone the property at 1000 Virginia Avenue from B-1 to R-1, seconded by Vice-Mayor Torres, and approved by all.

Proclamation – Bluestone High School

Council member Clarke presented Council with two Resolutions to recognize the Bluestone Baron Football team. He read the first resolution to Council to recognize the achievements of the students and the coaches for the biggest win in their program history at 66-0 over Rappahannock County.

Council member Clarke motioned to adopt the resolution to recognize the Bluestone Baron Football team for the biggest win in their program history, seconded by Vice-Mayor Torres, and approved by all

Council member Clarke read the second resolution to designate the Homecoming Game on October 5th, 2012 as Bluestone Baron Day in the Town of Clarksville.

Council member Clarke motioned to adopt the resolution to designate October 5th, 2012 as Bluestone Baron Day in the Town of Clarksville, seconded by Council member Hite, and approved by all.

Interview Schedules

Interim Town Manager Charles Lee stated that the interviews to meet with the Town Manager candidates have been scheduled for September 20th and 21st, 2012.

Proclamation – American Legion Post #45

Mayor Kevin Allgood stated that he was approached by the American Legion Post #45 to recognize September 16, 2012, as American Legion Day in the Town of Clarksville.

Proposal – Interim Town Manager

Vice-Mayor Torres thanked Interim Town Manager Charles Lee for serving as the Interim Town Manager and stated that the Council appreciates his efforts during his service. She stated that there are a couple of Projects namely the Boundary Adjustment and the move of the Benchmark Building for the Police Department that need special guidance. Vice-Mayor Torres proposed to use his service to provide the special guidance on those projects for an agreed upon time and continue to compensate him at the same rate, but on an hourly basis for the time spent on the projects. Interim Town Manager Charles Lee stated that he would continue to work on the two proposed projects for a time not to exceed November 30, 2012.

Vice-Mayor Torres motioned to use the services of Charles Lee on the Boundary Adjustment and the Police Department move into the Benchmark Bank facility on an hourly basis at the current rate for a period not to exceed September 30th, 2012 to November 30th, 2012, seconded by Council member Clarke, and approved by all.

Opportunity for Public Comment

There was no public comment.

Adjournment

With no further business, the meeting was adjourned.

Kevin Allgood, Mayor

Tara Murphy, Treasurer/Clerk