

TOWN COUNCIL MEETING MINUTES

March 15, 2022

The Clarksville Town Council met in regular session on Tuesday, March 15th, 2022 at 6:30 p.m. Council members present were Vice-Mayor Bruce Woerner, Chris Clarke, Carolyn Hite, Tammy Mulchi, and Robert Dennis. Mayor Kevin Allgood and Council member Danny Pittard were absent. Staff Members present were Town Manager Jeff Jones, Treasurer/Clerk Tara Murphy, Town Operations Director Richard Elliott, and Police Chief Ricky Wilkinson.

Call to Order

Vice-Mayor Bruce Woerner called the meeting to order and provided the invocation.

Approval of Minutes

The minutes of the February 15th, 2022 meeting were approved with no additions, deletions, or corrections with a motion by Council member Hite, seconded by Council member Clarke, and approved by all.

Presentation of List of Vendors Paid

The list of vendors paid for February 2022 was presented to Council. Council member Hite questioned the vendor Axon and Treasurer Murphy explained it was the company that provides the Police Department body cameras and the tasers. Council member Clarke motioned to approve the list of vendors paid for February 2022, seconded by Council member Dennis, and approved by all.

Presentation of Financial Statements

The financial statements for February 2022 were presented to Council. Council member Clarke motioned to approve the financial statements for February 2022, seconded by Council member Hite, and approved by all.

Public Input for Consideration for the 2022-2023 Budget

Vice-Mayor Woerner stated that the Council will hear public comment on the upcoming 2022-2023 Budget. He asked for any public comment. Vice-Mayor Woerner closed the public input session as there was no public comment.

Public Input for Extension of the Marina Sub-Lease

Vice-Mayor Woerner stated that the Council will hold a public hearing on the extension of the marina sub-lease. He opened the public hearing and asked for any public comment. Vice-Mayor Woerner closed the public hearing as there was no public comment.

Public Comment

There was no public comment.

Presentation of Town Operation Reports

The Town Operations report was presented to Council.

Town Operations Director Richard Elliott stated that the leaf pickup will extend until March 18th and any remaining leaves will have to be bagged and set out with the regular garbage. Director Elliott stated that the Town dock main is finished. He stated that the wait for the work was long due to waiting for parts. He stated that the dock should be more stable as larger floatation materials were used. He stated that work will be done at a later time on the fingers. Director Elliott stated that the cemetery cleanup will begin on Monday and any older, faded flowers will be removed to get it ready for spring. Council member Hite mentioned that some trees around the cemetery needed addressing. Director Elliott stated that they were working on getting estimates from tree trimming companies. Director Elliott stated that two sections of street lights were out and had to be repaired due to water getting into the conduit. He stated that the conduit and the wire were replaced.

Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Police Chief Wilkinson informed that the surplus cars are listed on Gov Deals waiting for the bids to come in for selling the cars. He stated that they used Kelly Bluebook to get an estimate of price. He stated that Officer Jenkins has all of the materials for the egg hunt event from the donations received. He stated that most all of the officers are going to help with the event. Chief Wilkinson stated that Officer Jenkins was in Field Training Officer school this week.

UNFINISHED BUSINESS

Town Charter Changes

Town Manager Jones stated that the proposed changes to the Town of Clarksville charter have been approved by the House and the Senate, and now the Governor has to sign it.

Sewer Plant Improvement Project Update

Town Manager Jones stated that Dewberry provided the first draft of the electrical design for the Town and the Utilities Committee to review. He stated that once the plans are finalized, Dewberry will work on the bid specifications. He stated that there has been some response from the easements and they have to be signed prior to the bid process. Town Manager Jones stated that the team hopes to bid the project by late spring or early summer.

Update Search Grant – Water Plant Expansion

Town Manager Jones stated that Dewberry completed the final rough draft of the preliminary engineering report (PER) and the environmental report for the Water Plant expansion project. He stated that the report has been shared with the utility committee, the County Administrator Wayne Carter, and representatives of Microsoft. He stated that the other agencies are still reviewing the project and will provide feedback on the project. Town Manager Jones stated that this project is large and a very detailed plant expansion and improvement to the infrastructure. He stated that he is working with the client to work out an equitable solution for all of the parties involved. Town Manager Jones stated that he is looking into a loan/grant option to be able to do revenue sharing with the client. He stated that he will provide more information as they move through the negotiations.

Planters Warehouse Update

Town Manager Jones stated that the developer is working on some compaction issues at the site and hopes to start soon.

Business Development Position

Town Manager Jones stated that he has received some questions and responses to the advertisement for the position and he received an application today.

American Rescue Plan Act (ARPA)

Town Manager Jones stated that he is still finalizing the plan for the funds to use them in the best places.

Financial Software Implementation Update

Town Manager Jones stated that the new software went live and staff started working with the new software. Treasurer Murphy stated that the transition has worked very well so far and the support people are very responsive to any questions or issues. She stated that the experience has been good to this point. Treasurer Murphy stated that the first set of financial statements balanced and she was very happy. Council member Hite stated that she liked the new format. Town Manager Jones stated that Phase 2 for permits and Accounts Receivable is to begin mid-July, Phase 3 for Utility Billing is planned to go live by the end of August and Phase 4 for taxes has not been determined at this time.

Upcoming Events

Town Manager Jones presented the 2022 events schedule and also the road closure schedule for the events. He stated that for April, the Wine Festival is scheduled and Cruise-In events begin; in May the Big Lake Flea market is scheduled and the Lake Life Lives start.

Marina Sub-lease Extension

Town Manager Jones stated that Council held the public hearing for the 1-year extension to the marina sub-lease and the staff needs Council's approval of the addendum to extend the lease by 1-year. Council member Hite motioned to extend the marina sub-lease by 1-year, seconded by Council member Mulchi, and approved by all.

Marina Building Update

Town Manager Jones stated that he met with the Health Department to discuss the proposed marina building, and they have given their blessing on the conceptual design and the site plan. He stated that engineer drawings will be needed to be able to bid the project and the staff is working to determine a timeframe.

NEW BUSINESS

Airport Update

Town Manager Jones informed Council that Mike Denton and the Lake Country Airport Commission are in Phase 4 of the rehabilitation projects at the airport. He stated that this phase is for clearing, and having a safety area to meet the new standards as well as doing some grading and stock piling the excess. Town Manager Jones stated that the airport commission was awarded an 80% grant from the state that requires a 20% match. He stated that the airport commission is not requesting any funding assistance from the Town.

Linda Davenport Morton - Remembrance

Vice-Mayor Woerner presented and read a remembrance resolution for Linda Davenport Morton to remember her service to the Town through the Town Council, the Planning Commission and the Clarksville Lake Country Chamber of Commerce. Council member Dennis motioned to approve the remembrance resolution, second by Council member Clarke, and approved by all. Town Manager Jones stated that she will be missed.

Closed Session

Vice-Mayor Woerner received a motion from Council member Mulchi that Clarksville Town Council convene in Closed Session pursuant to Virginia State Code section 2.2-3711(A)(1) & (3) to discuss items pertaining to personnel and property, seconded by Council member Clarke, and approved by all.

After ending the Closed Session, Vice-Mayor Woerner took a roll call vote, as follows, verifying that Council only considered items that are lawfully exempt from the Freedom of Information Act and only items identified in the motion for the closed session.

Council member Clarke	Aye
Council member Mulchi	Aye
Council member Hite	Aye
Council member Dennis	Aye

Adjournment

With no further business, the meeting was adjourned.

Kevin Allgood, Mayor

Tara Murphy, Treasurer/Clerk