

# TOWN COUNCIL MEETING MINUTES

April 19, 2022

The Clarksville Town Council met in regular session on Tuesday, April 19<sup>th</sup>, 2022 at 6:30 p.m. Council members present were Vice-Mayor Bruce Woerner, Chris Clarke, Carolyn Hite, Robert Dennis, and Danny Pittard. Mayor Kevin Allgood and Council member Tammy Mulchi were absent. Staff Members present were Town Manager Jeff Jones, Treasurer/Clerk Tara Murphy, 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 March 15<sup>th</sup>, 2022 meeting were approved with no additions, deletions, or corrections with a motion by Council member Hite, seconded by Council member Dennis, and approved by all.

## Presentation of List of Vendors Paid

The list of vendors paid for March 2022 was presented to Council. Council member Hite questioned the credit card purchases to make sure they are approved ahead of time and Treasurer Murphy stated they were. Council member Clarke motioned to approve the list of vendors paid for March 2022, seconded by Council member Dennis, and approved by all.

## Presentation of Financial Statements

The financial statements for March 2022 were presented to Council. Council member Pittard motioned to approve the financial statements for March 2022, seconded by Council member Dennis, and approved by all.

## Public Comment

There was no public comment.

## Presentation of Town Operation Reports

The Town Operations report was presented to Council.

Town Manager Jones stated that the annual Water Quality report (CCR) has been placed in the paper and on the website. He stated that the spring cleanup in the cemetery is complete and more clarification will be given next year during the cleanup. Town Manager Jones stated that they are going to add more signage. He stated that grass cutting season has begun. Town Manager Jones stated that Operations Director Richard Elliott submitted his budget requests for 2022-2023.

## Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Police Chief Wilkinson informed Council that Off. Brent Inscore instructed his first Defensive Driving course and Off. Wendy Wootton attended Crisis Intervention training. He stated that the first Cruise In was well attended.

He stated that the Wine Festival had a great turn out and there were no issues. Off. Drew Jenkins stated that overall, the Eggcellent Adventure was a success. He stated that 300-500 people attended and children participated in the egg hunts with 4000 eggs, played games and had plenty of food. He thanked Clarksville Vol. Fire Dept. for serving over 200 hot dogs. Off. Jenkins thanked Clarksville Baptist Church for the booth and the 1500 cones of cotton candy served. He stated that Jamison Memorial Methodist Church also provided treats and games for the kids. Off. Jenkins stated that the proceeds from the donations will be split between the Clarksville Vol. Fire Dept. and the Police Department. He stated that he learned more to better prepare for the event next year and people have already said that they would participate again.

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## **UNFINISHED BUSINESS**

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### **Town Charter Changes**

Town Manager Jones stated that the proposed changes to the Town of Clarksville charter have been approved by the Governor and are now complete.

### **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 with the VA Dept. of Health 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 contractor broke ground and they are digging footers and working on the storm drainage. He stated that the construction should take 9-10 months.

### **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 and the first report is due at the end of the month.

## 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 Town Shop and the Waste Plant have started with the Requisitions part of AP and the Police Department will be trained next week on how to use it. Treasurer Murphy stated that this new process helps track the budget better. 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 is planned for October.

## Upcoming Events

Town Manager Jones presented the 2022 events schedule and also the road closure schedule for the events. He stated that the Town is getting into its busy time with the events. He stated that he appreciated all of the hard work from the staff to prepare for the events.

## Marina Sub-lease Extension

Town Manager Jones stated that the marina sub-lease was extended and has been approved by the Corps of Engineers.

## Budget Update 2022-2023

Town Manager Jones stated that the staff is working on the budget, but are a little behind. He stated that the schedule is still set for the public hearing on June 2.

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## NEW BUSINESS

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### Smart Scale Project

Town Manager Jones stated that for some years, the Town has been trying to get something done with the intersection of Hwy 15 and Hwy 58. He stated that it had been proposed to construct a roundabout at the intersection but the applications were not selected both times. He stated that Southside Planning District Commission and VDOT have revised the application to submit again through Mecklenburg County. Town Manager Jones presented a resolution in support of the smart scale application with the County and asked Council to approve the resolution.

Council member Hite motioned to approve the resolution in support of the smart scale application with Mecklenburg County, seconded by Council member Pittard, and approved by all.

### Southside Regional Brownfield Committee

Town Manager Jones informed Council that he is part of the Southside Regional Brownfield Committee and the group is looking at various sites around the area to see if the Brownfield funding could be used for improvements. He stated that the old Burlington site is one of the sites being looked at by the committee.

## Closed Session

Vice-Mayor Woerner received a motion from Council member Clarke 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 Hite, 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 Pittard	Aye
Council member Hite	Aye
Council member Dennis	Aye

## Adjournment

With no further business, the meeting was adjourned.

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Kevin Allgood, Mayor

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Tara Murphy, Treasurer/Clerk