

TOWN COUNCIL MEETING MINUTES

February 21, 2023

The Clarksville Town Council met in regular session on Tuesday, February 21st, 2023 at 6:30 p.m. Council members present were Mayor Bruce Woerner, Vice-Mayor Danny Pittard, Rick Buchanan, Chris Clarke, Robert Dennis, Tammy Mulchi, and Alexander Rawles. 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

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

Approval of Minutes

The minutes from the January 17th, 2023 meeting were approved with no additions, deletions, or corrections with a motion by Vice-Mayor Pittard, seconded by Council member Buchanan, and approved by all.

The minutes from the February 15th, 2023 meeting were approved with no additions, deletions, or corrections with a motion by Council member Rawles, seconded by Council member Dennis, and approved by all.

Presentation of the List of Vendors

The list of vendors paid for January 2023 was presented to Council. Council member Dennis motioned to approve the list of vendors paid for January 2023, seconded by Council member Mulchi, and approved by all.

Presentation of Financial Statements

The financial statements for December 2022 were presented to Council. Vice-Mayor Pittard motioned to approve the financial statements for December 2022, seconded by Council member Mulchi, and approved by all.

Twin Rivers Masonic Lodge - 100th Year Anniversary

Scott Rogers thanked the Council for having the Masonic Lodge members. He stated that the Masons have existed for over 200 years and Twin Rivers just celebrated its 100th Anniversary on the 14th. He stated that Clarksville and the surrounding community are very important to the group.

Mayor Bruce Woerner presented and read a resolution congratulating the Twin Rivers Masonic Lodge on their 100th Anniversary. Council member Clarke motioned to approve the resolution for the Twin Rivers Masonic Lodge 100th Anniversary, seconded by Council member Mulchi, and approved by all.

Opportunity for Public Comment

There was no public comment.

Public Hearing - Finance of Fire Truck

Mayor Woerner stated that the Council will hold a public hearing on the financing of the fire truck and asked for any public comment. There was no public comment and Mayor Woerner closed the public hearing.

Presentation of Town Operation Reports

The Town Operations report was presented to Council.

Director Richard Elliott stated that the crew has had a rash of pump breakdowns. He stated that a starter issue in the Rose Hill pump station caused the motor to burn up, so the pump needed repairs and then both pumps at 7th Street pump station stopped working. He stated that they pulled the pumps and took them to Fairbanks Morse in Norfolk for repair and hooked up the by-pass pump at 7th Street. He stated that the pump station issues continued over the weekend. He stated that the crew also had a waterline issue in front of Food Lion. Director Elliott stated that he made a final round to make a list of all the leaves out around Town and the leaves were gotten up today. He stated that after February 15th, all leaves will have to be bagged as there will be no more leaf machine trips. He stated that the annual cemetery clean up will be held from March 15th to 31st. He stated that a notice will be printed in the paper, put on the Town website and also shared on the Facebook page. Director Elliott stated that if anyone has any items that they don't want thrown away, to please remove them and they can be brought back April 1st.

Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Chief Wilkinson stated that the department is due for radar recertification on the 28th. He stated that this recertification has to be done every 2 years. He stated that Officer Dillon would complete the FTO training in March and he will be working on his own at that time. Chief Wilkinson stated that Officer Flora is doing well in the academy so far. He stated that Officer Jenkins is still working on the Eggcellent Adventure and he is still looking for some additional sponsors for the event.

Economic Development Update

Tara Tuck, the Economic Development Coordinator, informed the Council that she has been working on an audit of how people find Clarksville. She stated that she has been working with the Town Manager and the Chamber Director and President to improve economic development. Mrs. Tuck stated that she is working with a graphic designer on a print and online map/shopping/dining guide slated to be ready by the Wine Festival. She stated that they are also exploring options for a modernized town logo. Mrs. Tuck stated that the steering committee is working diligently on the assignments required by the Main Street Program. She stated that this week the committee finalized the Historic Downtown Clarksville, Inc. mission statement and the leadership with Virginia Main Street established the boundary for the HDC district from 2nd through 8th streets. She stated that she is also working to have a new tourism website, Facebook page and Instagram, but professional photography is needed for the online map and the website. She stated that she is looking into a grant from VTC to fund the costs.

UNFINISHED BUSINESS

Fire Truck Resolution

Town Manager Jones presented a loan resolution from Rural Development that they require the Town Council to adopt. He stated that there is also a resolution authorizing the issuance of the bonds in the amount of \$664,000 to finance the fire truck that needs to be approved. Vice-Mayor Pittard motioned to approve the Rural Development loan resolution, seconded by Council member Mulchi, and approved by all. Council member Mulchi motioned to approve the resolution authorizing the issuance of the bonds for \$664,000 for the fire truck, seconded by Council member Rawles, and approved by all.

Sewer Plant Improvement Project Update

Town Manager Jones stated that last month Council approved the required loan resolution related to the permanent financing for the Sewer Improvement Loan/Grant. He stated that the resolution is being executed and sent to Rural Development to enable the release of the closing instructions which will give the Town final authorization to go out to bid on the project. He stated that the approved minutes will be sent too. Town Manager Jones stated that the Town is also working with Benchmark Community Bank asking them to modify the term on the interim financing.

Update Search Grant – Water Plant Expansion

Town Manager Jones stated that Rural Development has approved the PER and the ER. He stated that the staff is working on a compliance review before the Town can file for the grant. He stated that Dewberry made changes to the conditional assessment and Microsoft gave preliminary approval of the assessment. He stated that Microsoft is also working on approval and funding for the next phases of the enhancements and expansion of the utilities project.

Financial Software Implementation Update

Town Manager Jones stated that the staff worked with Edmunds to perform the final data pull for Utilities on January 23rd and went live on January 27th. He stated that the software implementation is complete. He stated that the personal property and real estate taxes were mailed from the 3rd party printer on January 31st and the due date for the taxes has been extended to March 15th, 2023. Town Manager Jones stated that the next step will be performing the first utility billing in Edmunds.

Upcoming Events

Town Manager Jones presented the schedule of events. He stated that the Clarksville Community Players will perform "South Pacific" April 20-23. He stated that April 1st is the Eggcellent Adventure as well as the first Cruise-In and the Wine Festival is on April 8th from 12-5.

Marina Lease Update

Town Manager Jones stated that the staff is working on the wording of the lease as well as constructing the wording for the lease of the new building. He stated that the invitation to bid will be going out shortly and Council will hold a special meeting to review the bids received in open session as per State requirements.

Property Purchase Update

Town Manager Jones stated that the staff signed the sales contract with the YMCA to purchase the piece of property behind the Police Department beside the old YMCA building for \$27,000. He stated that the closing is scheduled for April 28th, 2023 at 10:00 a.m.

Verizon Water Tower Lease Arrangement

Town Manager Jones stated that Verizon started a lease arrangement with the Town in 2014 to place some of their equipment on the water tower off of Burlington Drive and the lease term was for 10 years. He stated that the lease was for a set amount that would increase by 3% each year for the term of the lease. He stated that Verizon wants to renegotiate the terms of the lease to a monthly amount of \$2,220 with a 10% increase every 5 years. He stated that the Utilities Committee reviewed the request and do not agree with Verizon's offer. He stated that the Town will see how Verizon proceeds from here.

NEW BUSINESS

Budget Amendment – LOLE Grant

Treasurer Murphy stated that the Town of Clarksville Police Department has been awarded another Local Law Enforcement Block Grant for \$1,834. She stated that if it pleases Council, we need to appropriate these grant funds and the offsetting expenditure into the current 2022-2023 Budget. Council member Clarke motioned to appropriate the LOLE grant funds and the offsetting expenditure into the current 2022-2023 Budget, seconded by Vice-Mayor Pittard, and approved by all.

Road Closure Schedule

Town Manager Jones presented the road closure schedule for the events scheduled for 2023.

Other Issues

Vice-Mayor Pittard stated that he feels the Town needs to address the restaurants to make sure the lids on the dumpsters are being closed. He stated that he has seen buzzards getting into the dumpsters and making a terrible mess. Town Manager Jones stated that he would send notices to the restaurants to close the dumpster lids.

Migrating Birds Program

Town Manager Jones presented a handout to Council regarding the Lights Out program that helps with migrating birds. He asked Council to review the handout and stated that a representative of the program may be coming to address Council in the future.

Adjournment

With no further business, the meeting was adjourned.

Bruce F. Woerner, Mayor

Tara Murphy, Treasurer/Clerk