

# TOWN COUNCIL MEETING MINUTES

January 17, 2023

The Clarksville Town Council met in regular session on Tuesday, January 17<sup>th</sup>, 2023 at 6:30 p.m. Council members present were Mayor Bruce Woerner, Rick Buchanan, Robert Dennis, Tammy Mulchi, and Danny Pittard. Council member Chris Clarke was 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

Mayor Bruce Woerner called the meeting to order and provided the invocation. He welcomed the newly elected member, Rick Buchanan.

## Vice-Mayor Appointment

Mayor Woerner stated that the Council has to appoint a new Vice-Mayor. Council member Mulchi nominated Danny Pittard to be the new Vice-Mayor. Council member Dennis seconded the nomination and it was approved by all for Danny Pittard to become the new Vice-Mayor.

## Approval of Minutes

The minutes from the December 20, 2022 meeting were approved with no additions, deletions, or corrections with a motion by Council member Mulchi, seconded by Council member Dennis, and approved by all.

## Presentation of the List of Vendors

The list of vendors paid for December 2022 was presented to Council. Council member Mulchi motioned to approve the list of vendors paid for December 2022, seconded by Council member Dennis, and approved by all.

## Presentation of Financial Statements

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

## Airport Commission Update – Chairman Mike Denton

Mike Denton, Chairman of the Lake Country Airport Commission informed Council that over the last four years, the commission worked to move the runway back 500' to get off of Corps of Engineer property. He stated that the Department of Aviation was not going to pay for any work that was not done according to the correct specifications. Mike stated that the Commission used all of the dirt that was removed from the end of the runway to fill in the end of the runway and also build up the sides to an easy slope to make it easier to maintain and safer for the airplanes. He stated that the runway is 50' wide now. Mike stated that more hangers are coming later.

## Opportunity for Public Comment

There was no public comment.

## Presentation of Town Operation Reports

The Town Operations report was presented to Council.

Director Richard Elliott stated that over the holiday, the water line that runs from the intake on Hwy 58 Business to the Water Plant froze and the plant could not get any water. He stated that when the line thawed, it ruptured. He stated that a contractor was brought in to repair the leaking line under the bridge. He stated that luckily the line thawed all the way to the plant and the Town did not have to formally issue a boil water notice. He stated that leaf pickup is about caught up around town. He stated that February 15<sup>th</sup> will be the last day for loose leaf pickup. He stated that after that date, all leaves will have to be bagged and put out with the garbage. He stated that brush pickup will continue.

## Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Chief Wilkinson stated that he was going to talk about training and elaborate on the subject to explain some of the terms to the Council. He stated that when he refers to DCJS, that stands for Department of Criminal Justice Services and that is the organization that controls officer training. He stated that every new police officer has to go through a 6- week training school and then take a state certification test at the end. He stated that once the officer comes back to the Town to work, the officer has to undergo 3 months of field training. Chief Wilkinson stated that once the person becomes an officer that has completed all of the initial training, each officer has to complete 40 hours of continuing education in 2 years such as in-service training, cultural diversity, and legal hours as well.

Chief Wilkinson introduced Officer Drew Jenkins to address Council about the Eggcellent Adventure Event for this year. Officer Jenkins presented Council with a handout outlining the plans for the Eggcellent Adventure. He asked Council for permission to use Robbins Ballpark again this year to hold the event on April 1<sup>st</sup>. He stated that he has already talked to the area churches and individuals that said they wanted to help with the event as well as Food Lion that donated the drinks and water last year. He stated that A-Plus has agreed to provide the hot dogs and buns again this year and each church will be holding an event.

Council member Mulchi motioned to allow Officer Jenkins to hold the Eggcellent Adventure at Robbins Ballpark on April 1<sup>st</sup> and also for the Town to provide assistance as needed for the event, seconded by Council member Buchanan, and approved by all. Council member Buchanan asked how the event will be advertised. Officer Jenkins stated that a flyer will go home with all of the children at Clarksville Elementary school, he will post about the event on social media and provide handouts for businesses to put up in their business and windows.

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## UNFINISHED BUSINESS

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## Economic & Tourism Development Update

Town Manager Jones stated that Tara Tuck submitted the application to the Main Street Program and the Town was accepted to the 2-year Mobilization Main Street Cohort. He stated that they formed a steering committee and the first orientation meeting was held January 11<sup>th</sup> about organizing and laying the foundation for a lasting and sustainable program. He stated that Tara met with the Chamber to work on a strategy session to develop strategies to not duplicate efforts and she was also able to talk to businesses and offer them possible grant opportunities. Town Manager Jones stated that Tara is working for Clarksville to have a presence on Virginia.org as well as Virginia Tourism Corporation.

He stated that she also met with the new State Park director and he encouraged her to provide information on Clarksville at the park. Council member Pittard suggested talking to VDOT about Clarksville being on more signage. Town Manager Jones stated that the Chamber has worked to provide information about Clarksville in all of the Welcome Centers in Virginia. He stated that Tara is also looking at the branding and logos for the Town to update those. Town Manager Jones stated that Tara will be at the February meeting to make a presentation for the Council.

## Sewer Plant Improvement Project Update

Town Manager Jones stated that Rural Development has approved the PER and said that the Town can now go out for bids. He stated that Dewberry has developed revised estimates of the total project at a cost of 4.37 million. He stated that SPDC and Dewberry have worked to find possible additional funding sources for the project. He stated that an application has been submitted to Virginia Dept. of Environment Quality (DEQ) for American Rescue Plan Act (ARPA) funds for \$2,107,350 from the Sewer Collection System Program. He stated that Rural Development gave its blessing on the additional grant application. He stated that the attorney is working on the option relative to the right of way. He stated that Dewberry plans to advertise in late January to get the bids back in March and award the work by alternatives that the current budget will allow and hold any additional work until the outcome of the additional funding is known. He stated that if the additional funds are approved, the additional alternatives can be awarded via change order.

## 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. Dewberry and Microsoft will be having meetings to further discuss the report after the Town reviewed the previous comments and questions and provided more feedback.

## Financial Software Implementation Update

Town Manager Jones stated that the staff is waiting on the final data pull for the Utility Billing software planned for January 23<sup>rd</sup> and then to go live with Utility Billing. He stated that there are still some issues with the Personal Property and Real Estate tax printing. He stated that the staff recommends the due date for the taxes be extended to March 15<sup>th</sup>, 2023 to help with these issues. Council member Dennis motioned to approve the staff extending the due date for the 2022-2023 Real Estate and Personal taxes for this year, seconded by Vice-Mayor Pittard, and approved by all.

## Planters Warehouse Update

Town Manager Jones stated that the contractor is working with VDOT to move the storm drain near the ABC Store. Council member Mulchi suggested to look up the developer and see what other projects he has completed in Virginia. She stated that his work is impressive.

## Smart Scale Project Update

Town Manager Jones stated that the application did not make the final cut with VDOT and no details are available at this time.

## Marina Lease

Town Manager Jones stated that the four-member evaluation team is reviewing and evaluating the marina proposals. He stated that he would like to have a special meeting in February to present the options to Council.

## Property Purchase Update

Town Manager Jones stated that the staff is working with the YMCA to purchase the piece of property behind the Police Department beside the old YMCA building. He stated that the YMCA is in the process of getting a survey of the property and the purchase agreement. He stated that once those items are finalized, the staff will ask for a supplemental appropriation to purchase the land.

## 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 he would like the Utilities Committee to review the request and bring a recommendation to the Council.

## Fire Truck Update

Town Manager Jones informed Council that the new fire truck is now scheduled to be delivered in May. He stated that Rural Development provided a low interest loan for the truck and the Town and the Fire Department will split the monthly payments. He stated that the attorney is finalizing the paperwork so when the truck is delivered, the Town will be ready. Town Manager Jones stated that a public hearing will be held in February.

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## NEW BUSINESS

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## Other Issues

Mayor Woerner stated that he received an invitation to the annual Clarksville Volunteer Fire Banquet and asked if any other Council members would consider attending the event.

## Town Council Appointment

Mayor Woerner stated that a Council member has to be appointed to fill the unexpired term of the seat that he resigned from in order to become Mayor. He stated that Alexander Rawles presented an informative bio for the Council to review. Council member Buchanan motioned to appoint Alexander Rawles to fill the unexpired term of Bruce Woerner ending December 31, 2024, seconded by Council member Mulchi, and approved by all.

## Committee Appointments

Mayor Woerner presented a list of his committee appointments. He stated that currently he will remain on the Utility Committee since he has been working with the staff on the Water Plant expansion project.

## Closed Session

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 Pittard, and approved by all.

After ending the Closed Session, 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 Pittard	Aye
Council member Mulchi	Aye
Council member Buchanan	Aye
Council member Dennis	Aye

## Adjournment

With no further business, the meeting was adjourned.

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Bruce F. Woerner, Mayor

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Tara Murphy, Treasurer/Clerk