

# TOWN COUNCIL MEETING MINUTES

June 20, 2023

The Clarksville Town Council met in regular session on Tuesday, June 20<sup>th</sup>, 2023 at 6:30 p.m. Council members present were Mayor Bruce Woerner, Rick Buchanan, Robert Dennis, Tammy Mulchi, and Alexander Rawles. Council members absent were Vice-Mayor Danny Pittard and Chris Clarke. Staff members present were Town Manager Jeff Jones, Treasurer/Clerk Tara Murphy, Police Chief Ricky Wilkinson, and Officer Drew Jenkins.

## Call to Order

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

## Presentation of the List of Vendors

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

## Presentation of Financial Statements

The financial statements for January 2023 were presented to Council. Council member Rawles motioned to approve the January 2023 financial statements, seconded by Council member Dennis, and approved by all.

## Recognition of the Destination Imagination Teams

Town Manager Jones introduced the two Destination Imagination Teams, the “Smarties” third grade team and the “Mohawks of Lightning” fifth grade team, that went to Kansas City, MO and competed representing Clarksville Elementary School and he recognized the various sponsors that helped with fundraising. Mayor Woerner presented two resolutions to honor the two teams. Council member Dennis motioned to approve the two resolutions honoring the two destination imaginations teams, seconded by Council member Buchanan, and approved by all.

## Employee Retirement Recognition

Town Manager Jones stated that Richard Elliott retired at the end of April. He thanked him for all of his hard work over the 34 years working for the Town of Clarksville and for all of the sacrifices made during his time working for the Town of Clarksville. He stated that there was not anything that Richard would ask his crew to do that he would not do himself and he was usually the first person in the hole most of the time. He stated that Richard was a past member of the Fire department and the Rescue squad and was also an Army Veteran. Mayor Woerner read a resolution to honor Mr. Richard Elliott for his retirement. Council member Mulchi motioned to approve the resolution to honor Mr. Richard Elliott for his retirement, seconded by Council member Buchanan, and approved by all.

## Opportunity for 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 7<sup>th</sup> Street pump station and 4<sup>th</sup> Street pump station are back operational after the pumps were installed. He stated that the portable pump is also back in service. Town Manager Jones stated that there is another pump issue at the Lake Country Business Park off of Noblin Farm Road. He stated that there are also issues with the 15/58 pump station and the crew pulled a pump there. He stated that they hired a contractor to cut trees and over hanging limbs in the Cemetery to prevent possible damages to the tombstones. He stated that two stumps were removed on 8<sup>th</sup> Street so that the sidewalks can be replaced. Town Manager Jones informed Council that the staff talked with the property owners on Rose Hill, and the Town will take up the sidewalks. Town Manager Jones stated that Director William Leonard is working on increasing the safety programs and will be holding a confined space training soon. He stated that the crew has done a lot of brush removal around Town. He stated that the staff met with Dewberry and the partners with Microsoft are working on the PER and the tank farms.

## Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Chief Wilkinson stated that the events went well. He stated that Lake Life Live, Cruise-In and the Wine Festival were well attended and had no issues. He stated that Officer Jenkins attended CIT training this week. Mayor Woerner stated that each year, the Council has to vote on an ordinance received from the Commonwealth Attorney to adopt all of the changes in the traffic and DUI laws so that the officers can enforce them. He presented the ordinance and asked for Council's approval. Council member Buchanan asked what the changes are and Town Manager Jones stated that the Commonwealth's Attorney was not able to provide something showing the changes, but all of the Code sections are included in the packet for review. Council member Buchanan motioned to approve the ordinance regarding the changes to the DUI and traffic ordinances, seconded by Council member Rawles, and approved by all. Town Manager Jones stated that the department has purchased some of the items for the DCJS ARPA grant. He requested to appropriate \$50,000 of the grant award of \$111,000 through the Dept. of Criminal Justice ARPA program. He stated that the grant will be used to purchase some operating supply items such as tactical lights and shields, and 3 flock cameras to be placed at the Town's perimeter. Council member Rawles motioned to appropriate \$50,000 of the \$111,000 DCJS ARPA grant to purchase the operating supplies, seconded by Council member Mulchi, and approved by all. Chief Wilkinson reported that Buffalo Baptist Church brought the department a whole lot of goodies to show appreciation for the first responders and the department was very appreciative of the items. Chief Wilkinson reported to Council that Sentara Hospital gave \$1,000 to the department towards the K-9 program the department wants to have. He stated that he attended the 101<sup>st</sup> Police Academy graduation where Officer Matthew Flora graduated, and now he will be working his FTO training until September. Officer Jenkins stated that the movie night will depend on the weather and he will make a final decision on Thursday on whether to postpone the movie to another date. He stated that the CIT Training was very informative and gave information that he did not know was available. He stated that he is working with SVCC to provide lock boxes for items such as prescription drugs and weapons to help with suicide prevention.

## Economic Development Update

Tara Tuck presented the new map and thank you cards for Council's review. She stated that she got a small amount printed to make sure of the presentation and that there were no errors before the larger order is printed. She stated that the Town was awarded a \$2,500 grant by DHCD for a Technical Assistance Grant that will fund the formation of the 501 c (3) Historic Downtown Clarksville for the purpose of revitalizing the historic downtown commercial district. Tara Tuck informed Council that two grant applications were submitted on April 28<sup>th</sup>; the \$30,000 Community Vitality Grant for a Wayfinding/Signage Assessment Study and the \$100,000 Resurgence Grant to implement a Façade Improvement Match Program for 2<sup>nd</sup> to 8<sup>th</sup> Street. She also informed Council that the Town was awarded a \$20,000 Virginia Tourism Grant to reimburse the June – August photography expense, the Eat/Shop/Stay map and guide and "Thank you" cards and a ½ page ad in the 2024 Virginia Travel Guide. She stated that she attended a Wake Forest Chamber of Commerce meeting and presented some of the maps and the cards as most of the group did not know about Clarksville and where it is located. She stated that she attended a 9-hour live training with the Virginia Tourism Corporation for Destination Marketing Organizations. She stated that the Town should definitely take advantage of the resources they offer.

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## UNFINISHED BUSINESS

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### Marina Lease Update

Town Manager Jones stated that the E & S plan is almost complete. He stated that there has been preliminary approval from the building inspector on the building as well as the land disturbance. Town Manager Jones stated that he hoped to receive final approval on those soon.

### Sewer Plant Improvement Project Update

Town Manager Jones stated that the staff is working the Dewberry and SPDC on an application for the additional \$3,207,000 in funding through Rural Development before the bids expire. He stated that in order to proceed in that direction, the town had to provide Rural Development with a tentative award letter. Town Manager Jones stated that the project will require additional costs for engineering, legal, and project manager services for the additional work and to meet the Build America Buy America legislation.

### Update Search Grant – Water Plant Expansion

Town Manager Jones stated that the town staff is working with Dewberry, and the Utilities Committee on the design phase of the project, the water and sewer lines and the water tank farms. He stated that Microsoft continues to work on the next phases of enhancements and expansion of the utilities project.

### Financial Software Implementation Update

Town Manager Jones stated that the Edmunds software implementation is complete. He stated that the first utility billing is complete and the bills are mailed; however, there are some issues with the posting of transactions to the general ledger and Treasurer Murphy is working diligently with Edmunds to resolve the issue so that accurate financial reports can be presented for approval in addition to the January financials.

### Upcoming Events

Town Manager Jones presented the schedule of events. He stated that Lake Fest will be a 3-day event this year. He stated that the vendors will be on the street Saturday and on Sunday from 2<sup>nd</sup> to 5<sup>th</sup> Streets. He stated that the music will be at the Lake Life Live stage Friday and Saturday and the road will be closed from early Saturday morning until Sunday. He reported that Lake Life Live decided to move the start time for single bands to 7 p.m. for the cooler temperatures and to catch more people coming off the lake.

### Property Maintenance

Town Manager Jones stated that 35 properties have been identified, 19 are pending, 13 addressed, and 3 still in progress. He stated that he is still working with the attorney regarding the properties downtown and he is also hearing that some properties may be changing hands and that could be very helpful.

## Dominion Power MOU Request

Town Manager Jones reminded Council that Dominion Power has requested approval of a memorandum of understanding to modify their franchise agreement with the Town of Clarksville which allows them to run power infrastructure through the town limits of Clarksville and to add running fiber infrastructure through the Town on Dominion's existing power infrastructure. He stated that Dominion is providing the fiber backbone (middle mile) so that Empower (Mecklenburg Electric) can provide high speed internet (last miles) to residents of Mecklenburg County including some areas of Clarksville. Town Manager Jones stated that he discussed the MOU with the attorney and the attorney feels that the MOU is not adequate to do what Dominion is trying to do and suggested that an ordinance would be needed. Town Manager Jones presented the ordinance that the attorney drew up and asked for Council's approval. Council member Rawles motioned to approve the ordinance to allow Dominion Power to run the fiber infrastructure backbone for Empower, seconded by Council member Dennis, and approved by all.

## Fire Truck Update

Town Manager Jones informed the Council that delivery of the fire truck is now delayed to July.

## Approval of 2023-2024 Budget

Mayor Woerner stated that the 2023-2024 Budget has been presented to Council and had a public hearing and first reading. He asked if there were any further questions or discussion on the proposed budget. Council member Buchanan motioned to approve the 2023-2024 Budget as presented, seconded by Council member Mulchi, and approved by all.

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## NEW BUSINESS

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### Other Issues

Council member Buchanan questioned the status of the warehouse property. Town Manager Jones stated that the developer has indicated that the contractor should mobilize this week weather permitting. He informed Council that an extension to the IRF grant with DHCD was applied for and granted.

## 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