

TOWN COUNCIL MEETING MINUTES

August 15, 2023

The Clarksville Town Council met in regular session on Tuesday, August 15th, 2023 at 6:30 p.m. Council members present were Vice-Mayor Danny Pittard, Rick Buchanan, Robert Dennis, Tammy Mulchi, and Alexander Rawles. Mayor Bruce Woerner and Council member Chris Clarke were absent. Staff members present were Town Manager Jeff Jones, Treasurer Tara Murphy, and Police Officer Drew Jenkins.

Call to Order

Vice-Mayor Danny Pittard called the meeting to order and provided the invocation. He asked for a moment of silence for the passing of Richard Elliott.

Approval of Minutes

The minutes of the July 20th, 2023 regular meeting were approved with no additions, deletions, or corrections with a motion by Council member Rawles, seconded by Council member Buchanan, and approved by all.

Presentation of the List of Vendors

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

Presentation of Financial Statements

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

Opportunity for Public Comment

There was no public comment.

Public Hearing – Sewer Improvement – General Obligation & Sewer Revenue Bond Funding

Vice-Mayor Pittard opened the public hearing on the General Obligation & Sewer Revenue Bond Funding for the Sewer Improvement project and asked for any public comment. There was no public comment and Vice-Mayor Pittard closed the hearing.

Presentation of Town Operation Reports

The Town Operations report was presented to Council.

Town Manager Jones thanked the fire department and the town staff for the participation in the service for Richard Elliott. He stated that it was so moving and respectful.

Town Manager Jones reported that the staff had 3 sewer line issues, on Virginia Avenue, 4th Street, and Rose Hill Avenue and all have been corrected. He stated that there is a lot of brush in the 4th Street and 5th Street areas from storm clean up and the crew is working on that.

He stated that the 4th Street pump station needs a new pump and the portable pump is there until that is resolved. He stated that the Pine Valley lift station pumps are being rebuilt and Hwy 15/58 lift station pump is at the manufacturer and the by-pass pump is there if it is needed. Town Manager Jones stated that the staff completed the first round of the confined space training and are talking the VRSA as they will provide additional safety training at no cost. He stated the Town is also utilizing the risk management grant for some additional items to help with safety.

Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Sergeant Drew Jenkins stated to Council that the movie night has been rescheduled to September 29, 2023 at 7:30 p.m. at Robbins Ballpark weather permitting. He stated that everything is setup and he hopes to have 4 bouncy houses and a possible dunking booth. He requested approval to use Robbins Ballpark for the movie event. He stated that Lake Fest went well with no issues. He stated that the last Lake Life Live went well and the cruise in had the most cars he's seen. Sergeant Jenkins stated that the Urban slide event was a great event and everyone wants it to come back again. He stated that Darrick Dillon has completed the intoxilyzer certification and Matt Flora has completed the CIT training. He stated that Matt Flora and Wendy Wootton will be attending the intoxilyzer class next. He reported that the flock cameras are set up and working well. Sergeant Jenkins stated that the speed signs are in and will be set up in the next couple of weeks after meeting with VDOT on the placement of the signs.

Council member Mulchi motioned to authorized Sergeant Jenkins hold the movie night event in Robbins Ballpark, seconded by Council member Buchanan, and approved by all.

Economic Development Update

Economic Development Coordinator Tara Tuck presented a handout. She stated that the Richmond magazine travel article tag line was very fitting for Clarksville. She stated that articles like this help the Town grant writing as this is considered an in-kind match that is worth about \$5,000. She stated that the new social media platforms have been created on Facebook and Instagram. She asked everyone to please like, share, and follow each platform. Mrs. Tuck stated that she came upon a \$5,900 grant and asked if it could be extended and it was approved to use to update the Town website. She stated the Town has a third page ad in the Virginia Travel Guide and she opened it up to some of the area businesses to see if they could participate with the help of the grant the Town received. She informed the Council that National Main Street will be in town September 26, 2023 for a tour and a work session and have asked to have a Town Council presence at some part of the day. Mrs. Tuck stated that she continues to attend the classes for the Main Street program and continues to work on the Historic Downtown Clarksville, Inc 501c3 creation with the law firm. She stated the \$2,500 Technology Assistance grant will cover the costs. Mrs. Tuck informed Council that as part of the Main Street program, she receives emails about things such as the "American Express Backing Small Businesses Grant" and Pat Charles with Sugar It Up applied and was one of 10 businesses in Virginia that was awarded a \$5,000 grant; she will also be eligible to enter a second round for another \$25K grant.

UNFINISHED BUSINESS

Marina Lease Update

Town Manager Jones stated that he has the building plans and the enhancements that VDOT requested have been submitted. He stated that VDOT is reviewing the enhancements and the project is very close to going out for bid.

Sewer Plant Improvement Project Update

Town Manager Jones stated that the Council held the required public hearing for the additional Rural Development debt of \$948,000. He stated that the Town was able to secure \$2,260,000 in additional grant funds and \$948,000 in loan funds. Town Manager Jones stated that the attached resolution needs to be adopted to approve the additional bond and debt service and to authorize the Town Manager, Mayor, and Vice-Mayor to execute the related documents.

Council member Dennis motioned to approve the resolution to approve the additional bond and debt service and to authorize the Town Manager, Mayor, and Vice-Mayor to execute any related documents for the Rural Development funding, seconded by Council member Mulchi, and approved by all.

Update – Water Plant Expansion

Town Manager Jones stated that Dewberry, the Utilities Committee, and Microsoft are well underway with the design phase of the water plant expansion and the MOUs have been approved for the project. He stated that Dewberry has been in the area surveying and core drilling for the project and things are moving along regarding the water & sewer lines and the pump stations. He stated that there was a kick off meeting a couple of weeks ago and presented the upcoming schedule of the project.

Financial Software Implementation Update

Town Manager Jones stated that the March financial statements are included in the packet. He stated that Treasurer Murphy is working to finish the outstanding months now that some other items are finished.

Upcoming Events

Town Manager Jones presented the schedule of events. He stated that Lake Fest was a great event and successful; however, he stated that the Chamber is still evaluating the Sunday part of the event and whether or not it will continue. He stated that they are already meeting about next year. He stated that the first Urban Slide went well and they hope to bring it back next year. He stated there was positive feedback on the event and they will evaluate for next year. Town Manager Jones stated that the Cat Fish crawl and the Bobber Drop is the next events, then the Lake Life Live with the Embers and the Cruise In. He stated that the notices have been sent out about the Fall pole decoration event.

Planters Warehouse Update

Town Manager Jones stated that the contractor has poured the foundation for the last building and ran some underground plumbing. He stated that the contractor is in process to be on site soon.

Fire Truck Update

Town Manager Jones informed the Council that the fire truck is here. He stated that he would ask the fire department to bring it to a meeting for Council to see it. He stated that the check has been cut for the truck and the Town will be reimbursed once Rural Development closes on the loan.

Cove Project Update

Town Manager Jones stated that the staff had a preliminary meeting with DCR and hope to hear about this grant in September.

Burlington – Brownfield Project

Town Manager Jones stated that the SPDC applied for a Brownfield grant to perform a Phase I and Phase II environmental study of the Burlington property. He stated that the applied for amount is \$80,000.

NEW BUSINESS

Clarksville Lions Club Gift

Town Manager Jones informed Council that the Clarksville Lion's Club donated two benches for the Pocket Park and two more benches that are placed in front of the LOVE sign across the bridge. He stated that they are participating in a program called NexTrex where they collect certain plastic products and recycle them.

Adjournment

With no further business, the meeting was adjourned.

Bruce F. Woerner, Mayor

Tara Murphy, Treasurer/Clerk