

TOWN COUNCIL MEETING MINUTES

January 16, 2024

The Clarksville Town Council met in regular session on Tuesday, January 16th, 2024 at 6:30 p.m. Council members present were Mayor Bruce Woerner, Rick Buchanan, Chris Clarke, Robert Dennis, and Alexander Rawles. Council members Vice-Mayor Danny Pittard and Tammy Mulchi were absent. Staff members present were Town Manager Jeff Jones, Treasurer Tara Murphy, Public Utilities Director William Leonard, Public Works Director Walter Terry, Economic Development Coordinator Tara Tuck, and Sergeant Drew Jenkins.

Call to Order

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

Approval of Minutes

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

Presentation of the List of Vendors

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

Presentation of Financial Statements

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

Council member Resignation

Mayor Woerner stated that Tammy Mulchi was elected to the State Senate in the special election held since Frank Ruff retired. He stated that she submitted her resignation from the Town Council effective January 10, 2024. Mayor Woerner stated that a couple of people have expressed interest in filling the unexpired term on the Town Council and he introduced Patricia "Pat" Charles and Jason Claiborne. Pat Charles stated that she has an interest in being on the Town Council as a passionate advocate for the Town, businesses and the community. She stated that she has unique skills and wants to collaborate with the current Council members. Jason Claiborne stated that he is a life long resident of Clarksville and saw there was a need and is interested in serving for the betterment of the community. He stated that he would like to be able to give back and serve the Town that he loves. He stated that he felt the Council has a hard decision and the Town would be well served with either of them.

Opportunity for Public Comment

John Lesnik of 84 Graceland Court addressed Council regarding the need to regulate Air BnBs. He stated that they have had many problems with the people staying at the Air BnB beside their home. He stated that they have had to call the police due to rowdy behavior and knocked down mailboxes. He asked the Council to see what they can do to better regulate the property.

Presentation of Town Operation Reports

The Town Operations report was presented to Council.

Public Works Director Walter Terry stated that the crew is working to cleanup in the cemetery, brush and trees over the next couple of months. He stated that the leaf route has made its way through Town numerous times and the crew is working on the brush in Town after the storms. He stated that Clay had to repair the door handle on a dump truck and that is back in service. Public Utilities Director William Leonard informed Council that the water tanks annual inspection has been done. He stated that the crew has done maintenance on Rose Hill and Forest Hill lift stations. He informed the Council that he met with the consultants twice for the lead and copper inventory data update and continues to work on this. Director Leonard stated that the new employee continues with training and the staff will continue to review applications for positions at the Wastewater Plant.

Presentation of the Police Activity Report

The Police Activity Report was presented to Council.

Sergeant Drew Jenkins stated that he's began planning for the Eggcellent Adventure for March 23rd from 1 pm to 4 pm. He stated that the churches will be providing the food and he will focus on the games, bouncy house and the Easter Bunny costume. He stated that he already discussed the date with the Dixie Youth and there is no conflict. He asked Council for permission to hold the Eggcellent Adventure in Robbins Ballpark. Council member Rawles motioned to allow the Sergeant Jenkins hold the 2024 Eggcellent Adventure in Robbins Ballpark on March 23rd, 2024, seconded by Council member Clarke, and approved by all. Sergeant Jenkins reported that the new K9 car is back and on the road with K9 Wax patrolling. He stated that Officer Dillon goes back to the training school in NC to receive the free maintenance training they offer over the next year. He stated that the department is looking into body armor/stab armor for Wax. Sergeant Jenkins informed Council that the department will participate in an active shooter scenario with Mecklenburg County Sheriff's Department in the next week. He stated that the department was awarded an additional JAG grant of \$1,484, and they propose to use the funds to purchase mobile printers for the E-tickets in the cars, first aid kits, a bite sleeve, and a special ball for Wax. Treasurer Murphy stated that if it pleases Council, the grant funds and offsetting expenditure need to be appropriated in to the current budget. Council member Dennis motioned to appropriated the \$1,484 JAG grant funds and the offsetting expenditures into the 2023-2024 budget, seconded by Council member Buchanan, and approved by all.

Economic Development Update

Economic Development Coordinator Tara Tuck stated that the postcards and note cards are moving well in the retail stores and she is still working on the t-shirts/hats design. She stated that the new tourism website, visitclarksvilleva.com is live. She stated that Mecklenburg County will soon announce a mural artist, and the location of the art is on the wall of the Cottage Barn on 4th Street. Mrs. Tuck presented Council with a copy of the Circa publication from Wake County with the two-page spread on Clarksville as a "drivable destination". Mrs. Tuck informed the Council and the public to mark their calendars to come see Johnny Cash at the Clarksville Fine Arts Center on February 24th. She stated that she continues to work with the director of Halifax County Tourism on some partnership possibilities such as a brunch shuttle. She stated that with the Main Street program, a \$6,000 grant was received as a funding program technical assistance grant to help with the 501c3 status for the Main Street program. Mrs. Tuck informed Council that 13 properties/buildings have applied for the façade grant match program. Mrs. Tuck stated that she and the steering committee attended a transformation planning workshop on January 10th. She also informed Council that the consulting firm for the wayfinding assessment grant has been chosen and work is underway. She stated that they will provide fresh eyes and the expertise for wayfinding and general downtown planning.

UNFINISHED BUSINESS

Marina Lease Update

Town Manager Jones presented Council with a copy of the invitation to bid for the new marina building that will go out next week. He stated that the bids are due back by February 15th, 2024 at 2 p.m. He stated that he will review the bids at the next meeting and recommendation.

Sewer Plant Improvement Project Update

Town Manager Jones stated that the contractors submitted the correct bond documents and they have submitted to Rural Development for approval. He stated that the attorneys have gotten all of the paperwork completed so the transition to the permanent financing will go smoothly.

Update – Water Plant Expansion

Town Manager Jones stated that Dewberry, the Utilities Committee, Microsoft, and Mecklenburg County continue to work on the engineering and plans for the water plant expansion and the water and sewer line replacement projects that include pump station upgrades and the construction of the water tank farms. He stated that the design for Lakeside and Boyd's corner pump stations is complete and they are still working to finalize the easement with 7Eleven and the property owners at Boyd's Corner. He stated that Mecklenburg County received 2 bids on this part of the project December 8, 2023 and awarded the bid to WACO, Inc and construction is scheduled to start in March 2024. Town Manager Jones stated that the bid was awarded to Phoenix Fabricators & Erectors, LLC for the elevated tanks and the tank farm with construction to begin in March 2024. He stated that the bid process for the ground storage tanks will begin in January. He stated that VDOT has approved the design for the Hwy 58 Bridge utilities and the bid process will be in the summer of 2024. He stated that the water plant expansion design is in process.

Financial Software Implementation Update

Town Manager Jones stated that Edmunds has resolved the tax issue and Treasurer Murphy is working to get the financial statements up to date.

VA Brownfield – Site Assessment and Planning Grant - Appropriation

Town Manager Jones stated that the Town was awarded \$48,900 in grant funds from the VA Brownfield Restoration fund to perform a Phase I and II site assessment of the Burlington property. He requested that the Council appropriate the grant funds and the offsetting expenditure into the current budget for the site assessments. Council member Dennie motioned to appropriate \$48,900 in grant funds and the offsetting expenditure for the Phase I and II site assessments at the Burlington property, seconded by Council member Rawles, and approved by all.

Planters Warehouse Update

Town Manager Jones stated that the contractor continues to make progress on the construction and is close to being dried in.

Cove Project Update

Town Manager Jones stated that the Town is working with Dewberry and plan to hold a kick off meeting in the next couple of weeks.

NEW BUSINESS

Supplemental Appropriation

Treasurer Murphy stated that Econ. Dev. Coordinator Tara Tuck discussed two additional items with Main Street and in relation to that, the Town was awarded some additional grant funds for \$8,500. She stated that if it pleases Council, please approve the \$8,500 in grant funds as well as the offsetting expenditure for the Main Street programs. Council member Clarke motioned to appropriate the \$8,500 in Main Street grant funds and the offsetting expenditures, seconded by Council member Buchanan, and approved by all.

Planning Commission Reappointment

Town Manager Jones stated that Richard Burnett has agreed to serve an additional 4-year term on the Planning Commission from February 1, 2024 to January 31, 2028. Council member Buchanan motioned to reappoint Richard Burnett to an additional 4-year term on the Planning Commission, seconded by Council member Clarke, and approved by all.

Closed Session

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 Rawles, 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 Clarke	Aye
Council member Dennis	Aye
Council member Rawles	Aye
Council member Buchanan	Aye

Council member Rawles motioned to appoint Pat Charles to the Town Council to serve the remainder of Tammy Mulchi's term beginning immediately until December 31, 2024, seconded by Council member Clarke and approved by all.

Adjournment

With no further business, the meeting was adjourned.

Bruce F. Woerner, Mayor

Tara Murphy, Treasurer/Clerk