

TOWN COUNCIL MEETING MINUTES

October 22, 2024

The Clarksville Town Council met in regular session on Tuesday, October 22, 2024. Council members present were Mayor Bruce Woerner, Vice-Mayor Danny Pittard, Rick Buchanan, Pat Charles, Chris Clarke, Robert Dennis, and Alexander Rawles. Staff Members present were Town Manager Jeff Jones, Treasurer Tara Murphy, Public Works Director Walter Terry, Public Utilities Director William Leonard, Economic Development Coordinator Tara Tuck, and Police Chief Ricky Wilkinson.

Call to Order

Mayor Woerner called the Town Council meeting to order and provided the invocation.

Approval of Minutes

The minutes of the September 17th, 2024 Town Council 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 List of Vendors Paid

The list of vendors paid for September 2024 was presented to Council. Council member Dennis motioned to approve the list of vendors paid for September 2024, seconded by Council member Rawles, and approved by all.

Presentation of Financial Statements

The financial statements for September 2024 were presented to Council. Council member Charles motioned to approve the financial statements for September 2024, seconded by Council member Clarke, and approved by all.

Public Comment

Tom French stated that he is a YMCA Board Member and the YMCA cares about Clarksville. He stated that the YMCA is trying to grow and is working to purchase 25 acres adjacent to the complex to use for softball fields. He stated that Liberty University has agreed to help them put a frisbee golf course in place. Mr. French stated that the YMCA also wants to have pavilion and picnic tables so people have a place to go for activities outside. Michelle Hektor, the YMCA Membership/Fundraising Coordinator informed Council that the YMCA is beginning a capital campaign and asked for the Town's support. She stated that the volleyball program has grown to 90 kids and the gymnastics continues to grow. She stated that Phase I of the capital campaign is to build a gymnasium to house the activities such as volleyball, the gymnastics as well as basketball. She stated that the membership is 1,875 currently and they are working on that to grow. Ms. Hektor informed Council that the plans for Phase II is an aquatic center. Ms. Hektor requested the Town's support of the YMCA capital campaign.

Town Operation Reports

The Town Operations report was presented to Council.

Public Works Director Walter Terry informed Council that the crew had a major 6" waterline repair issue in Edgewood on the holiday. He stated that the crew made sewer line repairs as well.

Director Terry stated that the dump truck is still in the shop. Director Terry stated that the leaf route will start November 4th. He stated that the impeller was replaced on the leaf machine. Town Manager Jones stated that he and Walter have been working to order the garbage truck with the cooperative procurement agreement and that will be used to discuss financing with Rural Development for the truck. Public Utilities Director William Leonard stated that they still continue to perform lift stations maintenance to have the stations operating more with less down time. He stated that they also did some repairs at the Water Plant. He stated that they continue to work with the contractor on the Waste Plant project. Director Leonard stated that the staff submitted the first stage documents to the State for the lead and copper inventory. He stated that the next step is to send letters to the customers. He is working on a plan to rebuild some of the fire hydrants that are not working. He stated that he found a kit to repair the hydrants from Water Jam.

Police Activity Report

The Police Activity Report was presented to Council.

Chief Ricky Wilkinson stated that Officer Andy Elliott attended the Drug Task Force conference at Virginia Beach to fulfill his in-service training credits. He stated that Harvest Day was really well attended and there was great weather and a good crowd came out for the car show also. He stated that the Trick or Treat on the Avenue is the next event along with the Open House with the Grand Illumination the same day and then the last event is the Christmas Parade. Chief Wilkinson informed the Council and the public that the Mecklenburg County Sheriff's Department is having a "Take Back on Drugs" for persons to get rid of unwanted prescription medicines on October 26th. He stated that he would check with the Sheriff to see if where the drop spot is located. Town Manager Jones stated the VDOT has the letter and resolution for the Glen Lawson memorial and he is still waiting to hear back from VDOT.

Economic Development Update

Mrs. Tara Tuck stated that she and Pat Charles attended the Wake Forest Chamber Business After Hours to promote Clarksville area Tourism and the Fall Craft Shuttle with related materials to share. She stated that on Oct. 4th and 5th, Roseland Pictures was in Town filming our Tourism Film with various local cast people for an audience of day-trippers, couples, weekend travelers and small business retreats. She informed the Council that the Southern VA Craft Beverage trail is featured in the Wake County, NC CIRCA Magazine: Drivable Destinations. Mrs. Tuck stated that the Southern VA Craft Beverage Micro-Shuttle has done well so far and the patrons agree that \$40 is a great value for the three tastings plus the lunch. She stated that she attended Session 3 of the Virginia Rural Leadership Institute in Tappahannock in September and Session 4 is coming up in November in Staunton, Virginia. She stated that with the VRLI Capstone Project, she met with a mentor from Dominion Energy about the process and grant opportunities for EV Chargers and she is waiting to hear back about the next steps. Mrs. Tuck informed the Council that she will be attending the Governor's Summit on Rural Prosperity from Oct 28 to Oct 30 which is dedicated to advancing Virginia's rural communities. Mrs. Tuck stated that the for Historic Downtown Clarksville, the next tier is Tier 3: Advancing Mainstreet and the application was due October 11th. She stated the application has been submitted and notification is expected in December. She stated that the RFP for the Small Area Revitalization Project went out in September and the staff will be reviewing and choosing a consulting firm in November. Mrs. Tuck stated that the staff is still waiting to hear back about the specs for sign fabrication and installation from the consulting firm. She stated that all but one property owner has been reimbursed and there is still one awning to be done. She stated that the Historic Downtown Clarksville is taking over the Fall Lamppost Decorating and will add a Spring Lamp Post Decorating as part of Beautification, which is one of Main Street's focus areas.

UNFINISHED BUSINESS

Marina Building Update

Town Manager Jones stated that the contractor finished the sheer wall on the first floor and is installing the electrical and plumbing. He stated that the metal pillars installation for the second-floor decking is in process. He stated that the second-floor decking is installed and the upstairs floors have been poured along with the upstairs framing and rafters are complete. Town Manager Jones stated that the staff are working with the contractor and Dominion to install the permanent power for the building. He stated that the staff is also working to install the sewer line to the sewer main. He stated that the Town staff is working on plans to upgrade the pump station at the marina and coordinate power for the existing facilities and the new building.

Sewer Plant Improvement Project Update

Town Manager Jones stated that the Town exhausted the project loan funds and began using the grant funds. He stated that the DEQ grant funds have also been exhausted, and the new Kinderton lift station part of the project is complete. He stated that the operators have already noticed a change in the amount of infiltration since the Kinderton lift station is in operation and the manholes remediated and the lines slip lined. He stated that WACO erected a pre-fabricated structure for the blower building and is installing the electrical and plumbing. He stated that the contractor continues to excavate, setting forms, pouring concrete and installing underground piping and conduit for the operation of the blower building in conjunction with the operation of the reactor tank. He stated that the contractor has completed repairs to the secondary clarifier. He stated that the contractor completed the replacement of the diffusers in the square digester and began final review and testing of the systems. He stated that the excavation, piping, and back filling work on the chlorine contact chamber is complete. He stated that this is preparing for the temporary use of the chlorine during the replacement of the UV systems as a backup disinfection process.

Update Water Plant Expansion & Distribution System Upgrades

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 WACO is working with CAD design to begin the site prep of the pump station, and is working on the installation of a pre-fabricated building at the Lakeside pump station site. Town Manager Jones stated that the piers for the elevated tank are complete and construction is scheduled for January 2025. He stated that the contractor completed the grading for the property for the tank farm and the perimeter tank foundation is poured. He stated that the primary water connection has been installed but is not in service yet. Town Manager Jones stated that Dewberry is working on some supplemental curb and gutter with drop inlets to assist with storm drainage. He stated that Dewberry is working on the redesign of the Hwy 58 water and sewer lines and will submit them to the Corps of Engineers and VDOT for final approval.

Enterprise Zone

Town Manager Jones stated that Mecklenburg County held a public hearing to hear comment on the Enterprise Zone map changes and the incentive changes and approved all of the changes. He stated that Southside Planning District Commission is completing the application for the updated Enterprise Zone and it is due in by November 1, 2024.

Planters Warehouse Update

Town Manager Jones stated that the contractor is installing laminate flooring, baseboards, molding, interior doors, outside decking and painting the interior of the residential units. He stated the contractor has the sheetrock to begin finishing the interior of the commercial space. Town Manager Jones stated that the contractor and the developer are planning the utility hookups and finishing the grading of the grounds. He informed the Council that Pointe Realty has been contracted to handle the marketing and managing of the leases.

Cove Project - Update

Town Manager Jones stated that Dewberry is near completion of the engineering and design and a meeting is planned on 10/29 to go over the status of the project. He stated that Dewberry submitted an application to add the Cove project to the existing lease with the Corps of Engineers. He stated that Dewberry is also working with the Corps of Engineers on some permitting items.

Calendar of Events

Town Manager Jones presented a list of the upcoming events and the road closure schedule. He stated that the Trick or Treat on the Avenue is set and then in December, the Grand Illumination is planned the same day as Christmas Open House on November 24th.

NEW BUSINESS

Halloween Restrictions

Town Manager Jones stated that Council adopts the Halloween restrictions each year that no one over the age of 12 can wear a costume mask and the curfew is 8 p.m. Council member Clarke motioned to approve the Halloween restrictions as presented, seconded by Council member Buchanan, and approved by all.

Reappoint Representative Roanoke River Rails-To-Trails Board of Directors

Town Manager Jones stated that it was time again to appoint a Town representative on the Roanoke River Rails-To-Trails. Vice-Mayor Pittard motioned to reappoint Rick Buchanan to be the Town of Clarksville's representative on the Roanoke River Rails-To-Trails Board of Directors, seconded by Council member Clarke, and approved by all.

Renewal Wastewater Treatment Licenses

Town Manager Jones stated that Dewberry is helping the Town with the renewal of the Wastewater Treatment licenses and a copy of the application is attached.

2025 Holiday/Trash Collection Schedule

Town Manager Jones presented a copy of the 2025 Holiday/Trash Collection Schedule for Council's review and information.

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 Charles, 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 Charles	Aye
Vice-Mayor Pittard	Aye
Council member Dennis	Aye
Council member Rawles	Aye
Council member Buchanan	Aye

Adjournment

With no further business, the meeting was adjourned.

Bruce F. Woerner, Mayor

Tara Murphy, Treasurer/Clerk