



TOWN OF GORDONSVILLE TOWN COUNCIL REGULAR MEETING AGENDA

(Page 1 of 2)

Monday, October 19, 2020

6:30 p.m.

Electronically via telephone (Zoom)

Pursuant to

Virginia Code § [2.2-3708.2\(A\)\(3\)](#)

***This meeting was held via Zoom video conference and was available to the public. As such, the minutes are required to reflect the physical location of each Councilmember.*

Mayor Robert Coiner participated from his residence, located at 209 E. Gordon Avenue, Gordonsville, VA

Vice-Mayor Emily Winkey participated from her residence, located at 310 Cobb Street, Gordonsville, VA

Councilmember Jim Bradley participated from his residence, located at 102 Jackson Street, Gordonsville, VA

Councilmember Ronald Brooks participated from his residence, located at 136 Martinsburg Avenue, Gordonsville, VA

Councilmember Elizabeth Samra participated from her residence, located at 304 N. Main Street, Gordonsville, VA

CALL TO ORDER - Mayor Robert Coiner

Mayor Coiner called the meeting to order at 6:30 p.m.

INVOCATION

PLEDGE OF ALLEGIANCE

Roll Call:
Mayor Robert K. Coiner
Vice-Mayor Emily Winkey
Councilmember James L. Bradley
Councilmember Ronald Brooks III
Councilmember Elizabeth Samra

ADOPTION OF AGENDA

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to approve the agenda as presented. The vote was unanimous.

PUBLIC HEARING

Conditional Use Permit CUP2020-01 – Two-family dwelling at 315 N. Main Street.

Mayor Coiner opened the public hearing.

There was one speaker, Clayton Poffenberger, owner of 315 N. Main Street, Gordonsville, VA.

Mayor Coiner closed the public hearing.

Councilmember Samra stated she had watched the improvements on 315 N. Main Street and they are very nice.

Mayor Coiner stated he agrees with the Town of Gordonsville Planning Commission recommendation to approve the request, but asked whether Council was setting a precedent for other duplexes in the Town. The Town Attorney noted that Council's action on the application would be precedent-setting for similarly situated uses within the town.

MATTERS BY THE PUBLIC

Proclamation in Support of Red Ribbon Week – Mayor Coiner

Mayor Coiner presented the Proclamation in Support of Red Ribbon Week.

ANNOUNCEMENTS

Mayor Coiner made the following announcements.

Gordonsville Town Offices will be closed on Wednesday, November 11, 2020 in observance of Veterans Day.

The Gordonsville Veteran's Parade will be held on Saturday, November 14, 2020 at 2 p.m.

The November Town Council meeting will be held at 6:30 pm on Monday, November 16, 2020.

CONSENT AGENDA

Consideration of minutes for September 21, 2020 Council meeting and October 5, 2020 Council Work Session.

Presentation of bills paid for the month of September 2020.

Councilmember Bradley asked the minutes of September 21, 2020 be pulled for corrections. Councilmember Bradley stated the motion for the CUP has him listed as making and seconding the motion. Councilmember Brooks made the motion for the CUP with Councilmember Bradley making the second. The motion to go into closed session was made by Councilmember Brooks, not Councilmember Bradley.

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to approve the Consent agenda as amended. The vote was unanimous.

DEPARTMENT REPORTS

Finance – Town Treasurer

Presentation of the Treasurer's Office activity report for September 2020.

The Town Treasurer was not present.

Police – Police Chief

Presentation of the Police Department activity report for September 2020.

The Police Chief presented his report.

Streets – Director of Public Works

Presentation of the Public Works Department activity report for September 2020.

The Director of Public Works presented his report.

Councilmember Samra asked why the entrance to the Gordonsville Recycle Center was changed.

Mr. Seal stated after looking more closely at the dual entrance as proposed, the location of the utility pole on the left side of the property, adjacent to Subway, was not going to work for the large trucks that would be coming into the lot to dump the recycle containers, so a wider, single entrance was installed along the side of the property behind China restaurant.

Mayor Coiner stated he wants the use of the recycle center to be easy for Town residents.

Visitor Center – Visitor Center Director

Presentation of the Visitor Center activity report for September 2020.

The Visitor Center Director presented his report.

UNFINISHED BUSINESS

Consideration of CARES Act funding allocation.

Mayor Coiner presented for consideration of CARES Act funding allocation. The Town Manager updated Council on the status of various components of the spending plan.

Consideration of PPTRA rate.

Mayor Coiner presented for consideration of PPTRA rate.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to approve the 2020 PPTRA rate at 54% relief. The vote was unanimous.

Discussion of quarry water access agreement extension.

Mayor Coiner presented for discussion the quarry water access agreement extension.

Council discussed the quarry water access agreement extension. Mayor Coiner suggested and Council concurred an increase be included to the current lease payment by the increase in the cost of living (COL) since 2016, and then consider either including an “escalator” that equates to the COL for each year of the new lease, or project what the COL would be 2.5 years into the new lease, annualize that cost and add it to the lease payment.

Ms. Scolforo, Town Attorney, will prepare an addendum to the water access quarry agreement and provide to staff to place on the November 16, 2020 Town Council meeting agenda for consideration.

NEW BUSINESS

Consideration of FY2020-2021 appropriations schedule correction.

Mayor Coiner presented for consideration of FY2020-2021 appropriations schedule correction.

Councilmember Brooks made a motion, seconded by Councilmember Bradley, to adopt resolution #2020-10a approving the revised FY2020-FY2021 appropriations schedule. The vote was unanimous.

Consideration of proposed 2020 water rate adjustment scenarios.

Mayor Coiner presented for consideration the proposed 2020 water rate adjustment scenarios.

Council discussed at length the water rate adjustment scenarios.

Vice-Mayor Winkey stated she was very disappointed with RSA and the water rate increase and would like to wait until 2021 and not place any more burden on the Town residents.

Vice-Mayor Winkey made a motion, seconded by Councilmember Samra, to schedule a public hearing for November 16, 2020 to receive public comment on an amendment to Town Code Section 23-50 establishing an increase to the Town of Gordonsville water rates based on scenario 1, as presented.

Roll call vote:	Councilmember Samra	Aye
	Councilmember Bradley	Aye
	Councilmember Brooks	Aye
	Vice-Mayor Winkey	Aye
	Mayor Coiner	Aye
	The vote was unanimous.	

Consideration of recycling center memorandum of understanding.

Mayor Coiner presented for consideration the recycling center memorandum of understanding.

Council discussed the memorandum of understanding and noted concerns about the number of times the containers would be dumped, responsibility of site maintenance, signage, termination of memorandum of

understanding if Town does not want to continue with recycle center, and enforcement of regulations with penalties assessed.

Ms. Scolforo, Town Attorney, stated she has concerns and would like the memorandum of understanding to be revised to address the concerns raised by Council.

Consideration of CUP2020-01 for two-family dwelling at 315 N. Main Street.

Mayor Coiner presented for consideration of CUP2020-01 for two-family dwelling at 315 N. Main Street.

Council briefly discussed the CUP.

Councilmember Brooks made a motion, seconded by Councilmember Bradley, to approve the request for a Conditional Use Permit filed by Clayton Poffenberger to use the property located at 315 N. Main Street as a two-family dwelling, as presented, as the desired use is compatible with surrounding property uses and is consistent with the Housing Goal of the Town's 2035 Comprehensive Plan which states 'to provide safe and affordable housing for all residents of the Town of Gordonsville' as well as objective A of the Housing Goal which states, 'Promote a wide variety of housing types that provide for the needs of all residents while recognizing that the single-family dwelling defines the character of housing within the Town'.

Roll call vote:	Councilmember Brooks	Aye
	Councilmember Samra	Aye
	Councilmember Bradley	Aye
	Vice-Mayor Winkey	Aye
	Mayor Coiner	Aye
	The vote was unanimous.	

Consideration of 2020 Town of Gordonsville Memorial Tree Lighting ceremony.

Mayor Coiner presented for consideration the 2020 Town of Gordonsville Memorial Tree Lighting ceremony.

Council discussed the 2020 memorial tree lighting and reached a consensus for holding the event but on a smaller scale with no performances by the Gordon Barbour Bulldogs or Pam Brushwood's School of Dance. Mayor Coiner and Council noted social distancing and face masks will be required.

Mayor Coiner suggested staff reach out to health professionals to obtain something in writing for Santa to read and also reach out to VML.

Mayor Coiner stated he would also like to have the tree lighting "live" via Facebook or another method of technology.

Discussion of date and location for Town Christmas party.

Mayor Coiner presented for discussion the date and location for Town Christmas party.

Council reached a consensus not to hold the Town Christmas party and to instead use the funds to give employees gift certificates as a show of appreciation for their hard work during COVID-19.

Discussion of disposition of Trick-or-Treating in the Town of Gordonsville.

Mayor Coiner presented for discussion the disposition of Trick-or-Treating in the Town of Gordonsville.

Council discussed at great length Trick-or-Treating in the Town.

Mayor Coiner stated he would like guidelines be written for this use due to COIVD-19 with suggestions on the best way to distribute candy and treats to the children. Mayor Coiner stated we need to have it this year for children and it needs to be safe.

By consensus, Council agreed the Town will observe Trick-or-Treating, in a manner consistent with CDC guidelines due to COVID-19, from 4:00 pm to 8:00 pm on Saturday, October 31, 2020.

TOWN MANAGER'S REPORT

The Town Manager presented her report.

NEW MATTERS BY THE PUBLIC AND COUNCIL

There were no new matters by the Public and Council.

CLOSED SESSION

Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 paragraph – (A3) – discussion or consideration of the acquisition and disposition of real property for a public purpose; (A5) – discussion concerning a prospective business where no previous announcement has been made of the business' interest in locating its facilities in the community; and (A7) – consultation with legal counsel pertaining to actual or probable litigation concerning the Freight Depot where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.

Councilmember Brooks made a motion, seconded by Councilmember Samra, that the Town Council convene into closed session pursuant to Code of Virginia Section 2.2-3711 paragraph – (A3) – discussion or consideration of the acquisition of real property for a public purpose; (A5) – discussion concerning a prospective business where no previous announcement has been made of the business' interest in locating its facilities in the community; and (A7) – consultation with legal counsel pertaining to actual or probable litigation concerning the Freight Depot where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.

Roll call vote:	Councilmember Brooks	Aye
	Councilmember Samra	Aye
	Councilmember Bradley	Aye
	Vice-Mayor Winkey	Aye
	Mayor Coiner	Aye
	The vote was unanimous.	

Councilmember Brooks made a motion, seconded by Councilmember Samra, to certify that only matters lawfully exempted under Virginia Code Section 2.2-3711 paragraphs (A3), (A5), and (A7) as identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed meeting.

Roll call vote:

Councilmember Samra	Aye
Councilmember Bradley	Aye
Councilmember Brooks	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

NEW MATTERS BY COUNCIL

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to reschedule the park planning work session cancelled in September.

Councilmember Samra stated she would like to reschedule the park planning work session so that Council could discuss and reach a consensus regarding planning for Verling Park, noting to do so would not be a monetary commitment to the Town at this time.

Vice-Mayor Winkey stated she seconded the motion for discussion only for communication as to what the trails committee is doing and so Council knows what is going on.

Mayor Coiner stated he would like to see existing projects completed before starting something new, and wants to see movement on other projects before moving on to some other projects. Mayor Coiner stated he is not ready to set a park planning work session at this time.

Councilmember Samra withdrew her motion and Vice-Mayor Winkey withdrew her second to the motion to reschedule the park planning work session.

ADJOURNMENT

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 10:09 p.m.

Robert K. Coiner, Mayor

Janet W. Jones, Town Clerk