



**TOWN OF GORDONSVILLE TOWN COUNCIL  
REGULAR MEETING AGENDA  
Monday, January 23, 2023  
6:30 p.m.  
Council Chambers**

**CALL TO ORDER-** Mayor Robert Coiner

Councilmember Winkey called the meeting to order.

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

Councilmember Winkey led the pledge of allegiance.

**Roll Call:** Mayor Robert K. Coiner  
Councilmember Emily Winkey  
Councilmember Ronald Brooks III  
Councilmember Theresa Lewis  
Councilmember Elizabeth Samra

**ADOPTION OF AGENDA**

Council adopted the agenda by consensus.

**PUBLIC HEARING**

*Proposed text amendment to Gordonsville Town code Section 6-25 – Prices (Maplewood Cemetery fees).*

Councilmember Winkey opened the public hearing.

There were no speakers.

Councilmember Winkey closed the public hearing.

**MATTERS BY THE PUBLIC**

Jessica Cifizzari, James Madison Museum, appeared before Council to talk about the proposed *Aviation in Orange County* exhibit at James Madison Museum and stated she would like to incorporate Cub Scout Aviation Day in the exhibit. Ms. Cifizzari stated she would appreciate any information on aviation in Orange County that anyone would like to share for the exhibit.

Ms. Cifizzari stated an opening reception will held on Thursday, March 2, 2023 from 5:00 – 7:00 pm and with refreshments and remarks and she hopes to see everyone at the reception.

Fred Rollins, of 18123 Airport Road, Gordonsville, VA appeared before Council to speak on Chapter 63 of the EAA (Experimental Aircraft Association). Mr. Rollins stated the EAA meets the third Saturday of each month at the Gordonsville Municipal Airport. Mr. Rollins stated the next meeting of the EAA is scheduled for Saturday, February 18<sup>th</sup> with a pancake breakfast starting at 10:00 and meeting to follow. Mr. Rollins stated the March 18<sup>th</sup> meeting will be a kick-off to a Fly-In event where lunch is being planned along with a young eagle's event.

## **ANNOUNCEMENTS**

Gordonsville Town Offices will be closed on February 20, 2023 in observance of President's Day. The February Town Council meeting will be held on Monday, February 27, 2023 at 6:30 p.m.

## **CONSENT AGENDA**

*Consideration of minutes for December 19, 2022 Council meeting and January 9, 2023 Council work session.*

*Presentation of bills paid for the month of December 2022.*

Councilmember Winkey made a motion, seconded by Councilmember Samra, to approve the Consent agenda as presented. The vote was unanimous.

## **DEPARTMENT REPORTS**

### **Finance – Town Treasurer**

*Presentation of the Treasurer's Office activity report for December 2022.*

The Town Treasurer was absent.

### **Police – Police Chief**

*Presentation of the Police Department activity report for December 2022.*

The Police Chief presented his report.

Chief Arrington stated 2022 was a tough year for his department, but successfully provided 24/7/365 law enforcement services, despite being short-staffed throughout most of the year.

Chief Arrington stated all officers participated in annual Taser training as well as Use of Force, Less Lethal, and Duty to Intervene.

Chief Arrington stated two candidates successfully completed Basic Law Enforcement Training at Central Shenandoah Criminal Justice Training Academy and are currently in the field training program.

Chief Arrington stated he wanted to publicly thank his officers for all their hard work during 2022 and how much he appreciates his department.

### **Streets – Director of Public Works**

*Presentation of the Public Works Department activity report for December 2022.*

The Director of Public Works was absent.

### **Visitor Center – Visitor Center Director**

*Presentation of the Visitor Center activity report for December 2022.*

The Visitor Center Director was absent.

**UNFINISHED BUSINESS**

*Consideration of Verling Park project plan.*

Mayor Coiner presented consideration of Verling Park project plan.

Council will hold a park project design charette on Thursday, February 2, 2023 at 6:00 p.m.

*Consideration of requesting VDOT street abandonment.*

Mayor Coiner presented consideration of requesting VDOT street abandonment.

Council had no new information/update on requesting VDOT street abandonment so that design for 45-degree angled parking could be pursued along Allen Street where it abuts Verling Park.

This item will be placed on the Town Council February 27, 2023 agenda for further follow-up.

**NEW BUSINESS**

*Consideration of appointment of Vice-Mayor.*

Mayor Coiner presented consideration of appointment of Vice-Mayor.

Mayor Coiner made a motion, seconded by Councilmember Samra, to appoint Emily Winkey as Vice-Mayor for the Town of Gordonsville.

<b>Roll call vote:</b>	Councilmember Brooks	Aye
	Councilmember Lewis	Aye
	Councilmember Samra	Aye
	Councilmember Winkey	Aye
	Mayor Coiner	Aye
	The vote was unanimous.	

*Consideration of appointment Town officers.*

Mayor Coiner presented consideration of appointment Town officers.

Mayor Coiner made a motion, seconded by Councilmember Samra, to appoint Deborah S. Kendall as the Town Manager for the Town of Gordonsville, Janet W. Jones as the Town Clerk for the Town of Gordonsville and Angela M. Scolforo as the Town Attorney for the Town of Gordonsville.

<b>Roll call vote:</b>	Councilmember Brooks	Aye
	Councilmember Lewis	Aye
	Councilmember Samra	Aye
	Vice-Mayor Winkey	Aye
	Mayor Coiner	Aye
	The vote was unanimous.	

*Consideration of depository of Town funds.*

Mayor Coiner presented consideration of depository of Town funds.

Councilmember Brooks made a motion, seconded by Councilmember Lewis, to adopt resolution #2023-1a, designating the places of deposit for Town funds, as presented.

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

*Consideration of Dominion Energy water service agreement.*

Mayor Coiner presented consideration of Dominion Energy water service agreement.

Mayor Coiner reported the Town will pursue the five (5) year auto renewal of the Dominion Energy water service agreement.

*Consideration of on-call engineering services solicitation for proposals.*

Mayor Coiner presented for consideration of on-call engineering services solicitation for proposals.

Mrs. Kendall stated in order to streamline infrastructure planning and development for the Town, staff recommends the procurement of an on-call engineering firm. Once consulting services have been procured, individual projects will be undertaken as approved and budgeted by Council.

Mrs. Kendall stated once Council authorizes the release of the RFP and proposals have been received in response to the solicitation, staff will coordinate proposal review and firm interviews for Council.

Councilmember Samra made a motion, seconded by Councilmember Lewis, to authorize the Town Manager to release a request for proposals for on-call engineering consulting services, as presented.

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

*Consideration of ordinance to amend Gordonsville Town Code Section 6-25 – Prices.*

Mayor Coiner presented for consideration of ordinance to amend Gordonsville Town Code Section 6-25 – Prices.

Councilmember Brooks made a motion, seconded by Councilmember Lewis, to adopt an ordinance to amend Section 6-25 of the Gordonsville Town code, as presented, and to take effect immediately upon approval.

**Roll call vote:** Councilmember Brooks Aye  
Councilmember Lewis Aye  
Councilmember Samra Aye  
Vice-Mayor Winkey Aye

Mayor Coiner                      Aye  
The vote was unanimous.

Councilmember Brooks made a motion, seconded by Councilmember Lewis, to waive the second reading of the ordinance.

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

*Consideration of FY2023 appropriations schedule amendment – Maplewood Cemetery fees.*

Mayor Coiner presented for consideration of FY2023 appropriations schedule amendment – Maplewood Cemetery fees.

Councilmember Brooks made a motion, seconded by Councilmember Samra, to adopt resolution #2023-1b approving the revised appropriation schedule, as presented.

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

**TOWN MANAGER’S REPORT**

The Town Manager presented her report.

Mrs. Kendall stated she will reach out to VDOT and have them appear before Council at their February meeting to update Council on the Safe Routes to School project.

Councilmember Samra asked about the tree removal in Verling Park.

Mrs. Kendall stated she has not received a reply from Mr. Seal. Mrs. Kendall stated she will follow up with Mr. Seal.

Councilmember Samra asked about the pilot trash can proposal made by Updike and how it was to be handled.

Mrs. Kendall stated this is something Updike will be handling with Town residents. Mrs. Kendall stated she will reach out to Updike about getting the word out to the residents.

**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 paragraphs (A1) – discussion or consideration of salaries for Town employees; (A3) – discussion or consideration of the acquisition and disposition of real property for a public purpose; and (A8) – consultation with the Town Attorney regarding specific legal matters related to the dereliction of property within the Town.*

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 paragraphs (A1) - discussion or consideration of salaries for Town employees; (A3) – discussion on boundary adjustment and/or consideration of the acquisition and disposition of real property for a public purpose; and (A8) -consultation with the Town Attorney regarding specific legal matters related to the dereliction of property with the Town.

**Roll call vote:**

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

The vote was unanimous.

Councilmember Brooks made a motion, seconded by Councilmember Lewis, to certify that only matters lawfully exempted under Virginia Code Section 2.2-3711 paragraphs (A1), (A3) and (A8) 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 Brooks	Aye
Councilmember Lewis	Aye
Councilmember Samra	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

## NEW MATERS BY COUNCIL

There were no new matters by Council.

## ADJOURNMENT

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 8:48 p.m.

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Robert K. Coiner, Mayor

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Janet W. Jones, Town Clerk