TOWN OF GORDONSVILLE TOWN COUNCIL
REGULAR MEETING
MINUTES

Monday, December 15, 2025
6:30 p.m.
Council Chambers

CALL TO ORDER - Mayor Ronald Brooks

Mayor Brooks called the meeting to order at 6:34 p.m.

INVOCATION

Vice-Mayor Winkey gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Brooks led the pledge of allegiance.

ROLL CALL: Mayor Ronald E. Brooks III
Vice-Mayor Emily Winkey
Councilmember Cynthia Black
Councilmember Stevean Irving II
Councilmember Nicholas Paxton

ADOPTION OF THE AGENDA

Vice-Mayor Winkey made a motion, seconded by Councilmember Irving, to adopt the agenda as presented.

Roll call vote:	Councilmember Black	Aye
	Councilmember Irving	Aye
	Councilmember Paxton	Aye
	Vice-Mayor Winkey	Aye
	Mayor Brooks	Aye
	The vote was unanimous	

MATTERS BY THE PUBLIC

Jason Capelle, 6315 Spotswood Trail, Gordonsville, VA 22942

Mr. Capelle appeared before Council to speak on the RSA water and sewer charges to the Town of Gordonsville and provided scenarios on 1,000-gallon, 2,000 gallon and 3,000 gallons.

Mr. Capelle stated rather than litigation, he stated a more productive and less costly next step would be for the Town to actually meet with RSA, face to face.

Mr. Capelle stated he strongly encouraged the Council to act as quickly as possible on the Town's portion of the rates and not delay potential cost reductions over a dispute with RSA that frankly, given their share of the bills, will not result in any substantial cost savings for residents.

The written presentation by Mr. Capelle will become part of the official minutes.

Chester Cooke, 103 Jackson Street, Gordonsville, VA 22942

Mr. Cooke appeared before Council to ask if residents have been notified on the keeping of chickens within the Town. Mr. Cooke stated residents who currently have chickens should be grandfathered.

Mr. Cooke also spoke on the water and sewer rates within the Town stating a lot of residents can not afford the high utility bills.

ANNOUNCEMENTS – Mayor Brooks

Gordonsville Town Offices will be closed on Wednesday, December 24, 2025 in observance of Christmas Eve, Thursday, December 25, 2025 in observance of Christmas Day, Friday, December 26, 2025 as an administrative holiday.

Town offices will be closed on January 1, 2026 in observance of New Year's Day and Friday, January 2, 2026 as an administrative holiday.

Gordonsville Town Council will hold a work session on January 5, 2026.

Monday, January 19, 2026 is a Town holiday; an alternate meeting date for January Council meeting will be established later in the meeting.

CONSENT AGENDA – Mayor Brooks

Consideration of minutes for November 17, 2025 regular meeting and December 1, 2025 Council special meeting.

Presentation of bills paid for the month of November 2025.

Vice-Mayor Winkey, made a motion, seconded by Councilmember Irving, to approve the consent agenda as presented.

Roll call vote:	Councilmember Black	Aye
	Councilmember Irving	Aye
	Councilmember Paxton	Aye
	Vice-Mayor Winkey	Aye
	Mayor Brooks	Aye
	The vote was unanimous	

DEPARTMENT REPORTS

Ms. Sara Horton, Finance Officer/Town Treasurer presented the Town of Gordonsville Treasurer report.

Ms. Horton stated real estate and personal property taxes have been updated and staff have been busy processing payments and making adjustments.

Ms. Horton stated 33 customers were on the cut-off list with no cut offs due to the low temperatures.

Ms. Horton stated Teresa Pugh, Deputy Treasurer, was recognized for her service to the customers of the Town and staff.

Chief Votaw briefed Council on activity by the Gordonsville Police Department.

Chief Votaw stated he has been on the job for two weeks and will be meeting with each Councilmember separately in the next few weeks.

Chief Votaw further stated the Virginia State Police will be here on January 6, 2026 to help conduct a department audit.

Chief Votaw recognized and presented to Gordonsville Police Officer Chase Padot the Gordonsville Police Lifesaving Award for his dedication to the sanctity of life on December 12, 2025.

Mr. Andrew Valdez, Director, Gordonsville Park and Recreation briefed Council on the swim team status.

Mr. Ken Varga, Clerk of the Works gave Council a status update on the Gordonsville Pool/Park Phase II.

Mr. Varga stated the pool cover has been installed and water level lowered. Pool pumps are off at this time. Mr. Varga stated Mr. Valdez will seal up the pump room door vents so the heater will not run continuously which will help with the electric bill.

Mr. Fred Rollins, Gordonsville Airport Advisory Committee, stated he has received the Virginia Airport System Economic Impact Study and the Gordonsville Municipal airport is listed.

Mr. Rollins stated he had forwarded the report to the Town Manager and Town Clerk. Mr. Rollins stated a Teams meeting is scheduled for January 21, 2026 and hopes Town staff will be able to join the meeting.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Swearing in of Councilmember.

Mayor Brooks presented the swearing in of re-elected Councilmember.

The Town Clerk swore in the re-elected Councilmember Cyd Black.

Consideration of Renewal of AWOS Inspections and Maintenance Contract.

Mayor Brooks presented for consideration of renewal of AWOS Inspections and Maintenance contract.

Mayor Brooks briefed Council on the background of the AWOS contract.

Councilmember Paxton made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to execute the two-party agreement for AWOS maintenance and inspections with Austin Electrical Construction in a substantially similar form as presented.

Roll call vote:	Councilmember Black	Aye
	Councilmember Irving	Aye
	Councilmember Paxton	Aye
	Vice-Mayor Winkey	Aye
	Mayor Brooks	Aye
	The vote was unanimous	

Consideration of 2026 Town Council meeting schedule.

Mayor Brooks presented for consideration of 2026 Town Council meeting schedule.

Council briefly discussed the 2026 schedule.

Vice-Mayor Winkey stated the December 21, 2026 meeting falls on the Monday before Christmas and suggested the date of the meeting be moved to December 14, 2026.

Councilmember Black stated she has a conflict due to being out of town out much of July.

Council discussed and agreed to move the December meeting to December 14, 2026 and the July Council meeting to July 27, 2026.

Mayor Brooks made a motion, seconded by Councilmember Paxton, to approve the 2026 Town Council regular meeting schedule as amended, and the 2026 Town Council work session schedule has presented.

Roll call vote:	Councilmember Black	Aye
	Councilmember Irving	Aye
	Councilmember Paxton	Aye
	Vice-Mayor Winkey	Aye
	Mayor Brooks	Aye
	The vote was unanimous	

Consideration of 2026 Town holiday schedule.

Mayor Brooks presented for consideration of 2026 Town holiday schedule.

Vice-Mayor Winkey made a motion, seconded by Councilmember Paxton, to adopt the Town holiday schedule proposed for 2026, as presented. The vote was unanimous.

TOWN MANAGER'S REPORT

Mr. Schienschang, Town Manager briefed Council on activities of Town staff.

Mr. Schienschang stated the Town offices have had closures to due the weather and will generally follow the Orange County schools for future closures.

Mr. Schienschang stated the Town's holiday lights will be turned off at the end of January, 2026.

Mr. Schienschang stated a Town staff meeting was held on Friday, December12th to review the new time sheet and other matters. Mr. Schienschang stated a few members of staff were recognized at the meeting for excellence in service and service awards for employment.

NEW MATTERS BY THE PUBLIC AND COUNCIL

Councilmember Irving stated he has been reaching out to local restaurants to help with food vouchers to help a local family of six who had lost everything in house fire over the weekend.

Mr. Schienschang stated he has spoken to staff and will obtain how to best handle the Christmas donations staff have collected.

CLOSED SESSION

Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 paragraphs (A7) consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

Councilmember Paxton made a motion, seconded by Councilmember Irving, that the Town Council convene into closed session pursuant to Virginia Code Section 2.2-3711 paragraph (A7) consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

Roll call vote:	Councilmember Black	Aye
	Councilmember Irving	Aye
	Councilmember Paxton	Aye
	Vice-Mayor Winkey	Aye
	Mayor Brooks	Aye
	The vote was unanimous	

Councilmember Paxton made a motion, seconded by Vice-Mayor Winkey, to certify that only matters lawfully exempted under Virginia Code Section 2.2-3711 paragraph (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 Black	Aye
	Councilmember Irving	Aye
	Councilmember Paxton	Aye
	Vice-Mayor Winkey	Aye
	Mayor Brooks	Aye
	The vote was unanimous	

NEW MATTERS BY COUNCIL

Councilmember Paxton made a motion, seconded by Vice-Mayor Winkey, to authorize our litigation council to pursue negotiations or litigation regarding water and sewer rates as discussed in closed session.

ADJOURNEMENT

There being no further business to come before Council, Mayor Brooks adjourned the meeting at 9:29 p.m.

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Ronald E. Brooks III, Mayor

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Janet W. Jones, Town Clerk