



**COUNCIL MINUTES
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, May 28, 2019
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION- David Davis provided the invocation.

CALL TO ORDER- Mayor Irvine called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE- Mayor Irvine led the attendees and Council in the Pledge of Allegiance.

PRESENT: Mayor Jeff Irvine, Vice Mayor Pamela Marshall, Councilman Robert Umstead, Councilman David Oeltjen, and Councilman Ronald Goings

Also, present but not on the roll: Darlene Burcham, Town Manager, David Davis, Town Attorney, and LeeAnna Tyler, Finance Director

****Prior to beginning the meeting, Mayor Irvine called the audience's attention to the revised public comment procedures asking that they be reviewed with particular attention to the first paragraph, items 5, 6, and the last sentence of the procedure. ****

PRESENTATION

Clifton Forge Main Street Heritage Day Festival Update—Mott Atherholt

Mrs. Atherholt handed out Heritage Day brochures. The event will take place on Saturday, June 1 and this year will be the 8th annual festival, celebrating history from 1619 to present. Mrs. Atherholt stated that they have 70 volunteers, 163 vendors, artists, etc. and many displays planned to include a Quilts of Valor display and the mobile Profiles of Honor museum. She mentioned that there will be veterans honored both from WWII and the Korean War, an old camera collection, another quilt display at the Presbyterian Church, many arts and crafts, and antique cars. There will also be the C & O Railway Heritage Festival and the Badges, Bags, and Bridges Corn Hole Tournament at Washington Park and encouraged everyone to please attend.

CONSENT AGENDA

- | | | |
|-------------------|-------------------------|--|
| 1. MINUTES | Work Session | May 9, 2019 |
| | Council Meetings | May 14, 2019 & May 21, 2019 |

RECOMMENDATION: Approve minutes of May 9, 14, & 21, 2019

Motion to approve minutes

Motion made by: Councilman Oeltjen

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

ACTION ITEMS

- 2. An Ordinance Imposing And Levying Taxes Within The Town of Clifton Forge, Virginia Upon Real Property For The Fiscal Year Beginning July 1, 2019 and Ending June 30, 2020, and Upon Personal Property and Machinery and Tools For the Calendar Year Beginning January 1, 2019, and Ending December 31, 2019.**

RECOMMENDATION: Waive second reading and adopt ordinance

Motion to waive second reading

Motion made by: Councilman Umstead

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to adopt ordinance

Motion made by: Councilman Oeltjen

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

3. An ordinance to amend Section 86-95, Water Services Charges and Fees beginning July 1, 2019.

RECOMMENDATION: Waive second reading and adopt ordinance

Motion to waive second reading

Motion made by: Councilman Umstead

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Councilman Umstead stated that he wants to make sure the community understands that the whole purpose and reason this is necessary is to obtain the funding for the renovations to the dam.

Motion to adopt ordinance

Motion made by: Councilman Umstead

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	No
Mayor Jeff Irvine	No

Motion passed: 3-2

4. Resolution Adopting the Fiscal Year 2019-2020 Operating and Capital Budgets For the Town of Clifton Forge, Virginia and Appropriating the Requisite Funds for Said Budgets

RECOMMENDATION: Waive second reading and adopt ordinance

Motion to waive second reading

Motion made by: Councilman Oeltjen

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to adopt ordinance

Motion made by: Councilman Oeltjen

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

5. Ordinance amending Article II of the Code of Ordinances

Amendment to the motor vehicle license section of the town code will result in the elimination of the town decal while still requiring the payment of the annual fee for each vehicle as well as the personal property taxes.

RECOMMENDATION: Proceed to second reading

LeeAnna Tyler, Finance Director, read the ordinance for first reading and with no comments or questions the ordinance will appear for second reading and adoption at the June 11, 2019 meeting.

6. Ordinance to purchase real estate and modify a lease/purchase agreement

CSX owns a 1.06 acre parcel which is located adjacent to Town-owned property leased to the Houff Corporation. Mr. Houff would like the Town to acquire the parcel since it is landlocked by the property he leases from the Town and incorporate the parcel into his existing lease. He has agreed to assume all costs associated with the purchase.

RECOMMENDATION: Waive second reading and adopt ordinance

Motion to waive second reading

Motion made by: Councilman Umstead

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to adopt ordinance

Motion made by: Councilman Oeltjen

Seconded by: Vice Mayor Marshall

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

7. Ordinance enacting Code Section 74-79 to prohibit parking over curbs

This ordinance is necessary to prevent an ongoing issue which is creating a parking/safety hazard for travel and will allow for a penalty for parking on any portion of curb as it creates a parking/safety hazard for travel.

RECOMMENDATION: Proceed to second reading

LeeAnna Tyler, Finance Director, read the ordinance for first reading and with no comments or questions the ordinance will appear for second reading and adoption at the June 11, 2019 meeting.

8. Ordinance to amend Section 4-20 (a) R-1 Residential of the Zoning Ordinance

The State Code was amended in 2015 to include group homes of less than 8 individuals with disabilities in the definition of a residential property. The attached amendment will bring our code into compliance.

RECOMMENDATION: Proceed to second reading

LeeAnna Tyler, Finance Director, read the ordinance for first reading and with no comments or questions the ordinance will appear for second reading and adoption at the June 11, 2019 meeting.

9. Ordinance to repeal Section 34-71, Article III Mountain View Cemetery from the Code of Ordinances

During the 2015 revision of the Code of Ordinances, this section was included by mistake. The Town's code has a general section regarding cemetery fees that has been adopted which overrides these old costs.

RECOMMENDATION: Proceed to second reading

LeeAnna Tyler, Finance Director, read the ordinance for first reading and with no comments or questions the ordinance will appear for second reading and adoption at the June 11, 2019 meeting.

10.DEPARTMENT REPORTS

Police Department
Public Library
Public Works Department
Water Treatment Plant
Community Development
Fire Department

RECOMMENDATION: Accept reports as written

Motion to accept reports as written

Motion made by: Councilman Umstead

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

11. SURPLUS ITEMS

Staff has identified a number of items which can be disposed of once declared surplus, through either internet auction or a government related site or sealed bid (see list attached).

RECOMMENDATION: Declare the items as surplus and
authorize the Town Manager to sell the
items

Motion to declare items surplus and allow to be sold

Motion made by: Councilman Umstead

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

MANAGER'S COMMENTS

Mrs. Burcham built on Mrs. Atherholt's comments, noting that the Profiles of Honor trailer will be at the Library this Friday and Saturday for the Heritage Day Festival.

Mrs. Burcham mentioned the recent issue with uncut grass at Mountain View Cemetery and Veteran's Memorial Park and stated that it is unacceptable. She made an apology to citizens and advised that the mowing contractor has been notified as well. She stated that Public Works should have mowed Veteran's Memorial Park as well.

Mrs. Burcham mentioned a Business Appreciation at DSLCC on Wednesday evening and that Lumos will provide an update on the Broadband project.

Mrs. Burcham reminded everyone of the Badges, Bags, and Bridges Corn Hole Tournament on June 1 and that all proceeds will be going to the Washington Park improvement fund and mentioned that the Downtown Market will begin on Thursday, June 15. The market will be held on Commercial Street each Thursday between 3:30 – 6:30 PM.

UPCOMING EVENTS

CLIFTON FORGE MAIN STREET

HERITAGE DAY—SATURDAY, JUNE 1, 2019, 8 AM – 5 PM

CLIFTON FORGE POLICE DEPT

BAGS, BADGES, & BRIDGES CORN HOLE TOURNAMENT AT BOOKER T. WASHINGTON PARK—SATURDAY, JUNE 1, 2019, 10 AM

CLIFTON FORGE PUBLIC LIBRARY

HERITAGE DAY ACTIVITIES—SATURDAY, JUNE 1, 2019, 8 AM – 5 PM

SUMMER READING PROGRAM--WEDNESDAY, JUNE 12 & 26, 2019, 10:30-11:30 AM

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, JUNE 21, 2019, 7 PM

MASONIC THEATRE

THE INVASION—LIVE IN THE UNDERGROUND LOUNGE—FRIDAY, MAY 31, 2019, 6:30 PM

THE WANNABEATLES 2019 TOUR—FRIDAY, MAY 31, 2019, 7:30 PM

RCT SUMMER THEATRE CAMP 2019—TUESDAY, JUNE 4, 2019, 10 AM

SCHOOLHOUSE ROCK LIVE!—SATURDAY, JUNE 8, 2019, 2 PM

USAF HERITAGE OF AMERICA BAND FREE COMMUNITY CONCERT—MONDAY, JUNE 10, 2019, 7 PM

FLAG DAY CELEBRATION, FRIDAY, JUNE 14, 2019, 5:30 PM

“THEY SHALL NOT GROW OLD” A FLAG DAY FREE EVENT—FRIDAY, JUNE 14, 2019, 7 PM

“WONDER WOMAN” BENEFIT MOVIE SCREENING—FRIDAY, JUNE 21, 2019, 7 PM

HISTORIC MASONIC THEATRE TOUR—SATURDAY, JUNE 22, 2019, 11 AM

“ALL AMERICAN STARS”—SATURDAY, JUNE 22, 2019, 7 PM

“CASH—UNCHAINED”—SATURDAY, JUNE 29, 2019, 7 PM

PUBLIC COMMENTS

John Moser of Church Street requested to see an invoice for the water meters the Town purchased and to see a copy of the water bill for the Fire Department and made some reference that the generator for the Fire Department had been purchased. He stated that the asphalt in the alleyway had not fixed the problem and that water is still in his backyard and running under his home. He stated that he wants transparency and likes having a police officer attending the meetings.

Mayor Irvine stated that the new Council requested an officer be present and Vice Mayor Marshall stated that it was more uniform with other local governments were doing.

Mrs. Burcham advised that the generator located at the Fire Department was transferred from the Water Plant and not a new purchase.

Diana Kling Smith of 224 Highland addressed Council regarding the conduct at the meetings. She stated that she is pleased to see the public comment procedures updated since the last meeting when there were outbursts and interruptions and stated that misleading or inaccurate statements should be addressed because some consider them factual if left unchecked or uncorrected. She questioned Mayor Irvine and Vice Mayor Marshall voting no to the increase in the water rate to allow the Town to receive funding for the required dam repairs and stated that there were no alternatives offered.

William Vickery of Rose Avenue stated that he made a mistake moving here and that the parking on Rose Avenue is atrocious. He mentioned 728 Rose having looked poorly and he had helped to make it look better. He then stated that the alleyway between Rose and McCormick on the 700 block has been where he has parked his truck for years so that another lady on the street could better park out front. He said that he had spoken to Code Enforcement and they had stated it was not a problem, but then the Police Department had given him a ticket and he was unhappy about it.

Jenny Oeltjen of Acacia Street stated that those speaking at the meetings and sitting in the speaker box should be addressing Council and not the audience to which John Moser inappropriately commented from the audience saying that you get respect when you give respect, going against the newly revised public comments procedure.

COUNCIL COMMENTS

Councilman Umstead thanked Mrs. Atherholt for her update and all of the hard work on the Heritage Day Festival. He thanked everyone for their comments and stated that patience is a virtue and commented on some coming to Council with issues they do not know or understand.

Councilman Oeltjen thanked Mrs. Atherholt for all of the efforts for Heritage Day. He thanked LeeAnna Tyler for the efforts and hard work on figuring out a way to deal with the Town's decals. Lastly, Mr. Oeltjen stated that he had learned from a constituent that things should be dealt with safely and fairly, and equally for everyone.

Councilman Goings stated that there are many events he is finding to attend, such as Heritage Day, Blues on Monday nights at the Masonic and that the Masonic will soon start free movies on Tuesdays. He stated that he wants to make the Town prettier and mentioned speaking to Kevin Persinger about the fountain at Sona Bank.

Vice Mayor Marshall thanked Mrs. Atherholt for her spirited presentation and all of their work on the event, stating that she was glad she included the Corn Hole Tournament. She stated that the first Africans arrived in 1619 and that she was glad to have such a well-rounded presentation. She mentioned the RVARC meetings and that they are adamant about connecting Roanoke to Clifton Forge and Covington. She stated that she wanted more people to come out to discuss the budget and issues and apologized to all Veterans for the grass at Veteran's Memorial Park and stated that Red Hill Cemetery had not been mowed. She stated that the previous Council approved the dam funding package and that she couldn't vote for any water increase when employees did not receive raises.

Mayor Irvine thanked everyone for coming to the meeting and thanked Mrs. Atherholt. He apologized for the grass and stated that the Town Manager is taking care of it. He stated that there have been complaints regarding the recycling trailer and that the Town is working with both County and Covington to make changes to improve the recycling program.

CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-1 PERSONNEL: APPOINTMENT TO BOARDS AND COMMISSIONS

Motion made by: Vice Mayor Marshall

Time: 8:04 PM

Seconded by: Councilman Goings

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to return to open session

Time: 8:23 PM

Motion made by: Councilman Oeltjen

Seconded by: Vice Mayor Marshall

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to certify only indicated items were discussed during closed session

Motion made by: Councilman Umstead

Seconded by: Vice Mayor Marshall

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

The Town Manager discussed with Council the summer meeting schedule, but no decisions were made.

Councilman Goings mentioned the idea of a water feature within the Town and said he had talked to Sona Bank about the fountain at their facility and suggested perhaps a fund-raising effort.

The Town Manager recommended to Council approving July 5 as an additional holiday since the Governor has designated the additional holiday for state employees.

Motion to declare July 5 as additional holiday

Motion made by: Councilman Umstead

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0

Motion to adjourn

TIME: 8:59 PM

Motion made by: Councilman Oeltjen

Seconded by: Vice Mayor Marshall

ROLL CALL VOTE

Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilman Goings	Aye
Vice Mayor Marshall	Aye
Mayor Jeff Irvine	Aye

Motion passed: 5-0