



## TOWN OF CLIFTON FORGE

547 MAIN STREET · P. O. BOX 631  
CLIFTON FORGE, VIRGINIA 24422  
(540) 863-2500 / 2501 · FAX (540) 863-2534  
[www.cliftonforgeva.gov](http://www.cliftonforgeva.gov)

**COUNCIL MINUTES  
TOWN OF CLIFTON FORGE, VIRGINIA  
7:00 P.M. TUESDAY, JUNE 28, 2016  
CLIFTON FORGE TOWN COUNCIL CHAMBERS  
547 MAIN STREET**

### **INVOCATION BY DAVID DAVIS**

**CALL TO ORDER:** Mayor Carl Brinkley called the meeting to order at 7:05 pm.

**PRESENT:** Mayor Carl Brinkley, Vice Mayor Gayle Hillert, Councilwoman Johnette Roberts, Councilman Jeff Irvine, and Councilman Robert Umstead

**ALSO PRESENT BUT NOT ON THE ROLL:** Darlene Burcham, Town Manager, Angela Carper, Clerk of Council, and David Davis, Town Attorney

**PLEDGE OF ALLEGIANCE:** Mayor Brinkley led the attendees and council in the pledge of allegiance.

### **PRESENTATION**

#### **Historic Masonic Theatre Cornerstone Re-enactment Day Proclamation--Mayor Brinkley**

Mayor Brinkley read the Proclamation and congratulated the Masonic on their reopening which is scheduled for the upcoming weekend.

## CONSENT AGENDA

- 1. MINUTES      June 14, 2016      Council Meeting**  
**June 21, 2016      Work Session**

**RECOMMENDATION:** Approve minutes from June 14 & 21, 2016

### **Motion to approve minutes**

**Motion made by:**      Councilman Umstead

**Seconded by:**              Vice Mayor Hillert

## ROLL CALL VOTE

<b>Councilman Irvine</b>	Aye
<b>Councilman Umstead</b>	Aye
<b>Councilwoman Roberts</b>	Aye
<b>Councilwoman Hillert</b>	Aye
<b>Councilman Brinkley</b>	Aye

**Motion passed:**              5-0

## ACTION ITEMS

### **2. APPROPRIATION RESOLUTION**

The Town has received two grants for a Broadband Study. The Department of Housing and Community Development has awarded the Town \$50,000 and The Alleghany Foundation has awarded \$7,500.

These two grant amounts must be appropriated into the Fiscal Year 2015-2016 operating budget.

**RECOMMENDATION:** Adopt resolution

**Motion to waive second reading**

**Motion made by:** Councilman Umstead

**Seconded by:** Councilwoman Roberts

**ROLL CALL VOTE**

<b>Councilman Irvine</b>	Aye
<b>Councilman Umstead</b>	Aye
<b>Councilwoman Roberts</b>	Aye
<b>Councilwoman Hillert</b>	Aye
<b>Councilman Brinkley</b>	Aye

**Motion passed:** 5-0

**Motion to adopt ordinance**

**Motion made by:** Councilwoman Roberts

**Seconded by:** Vice Mayor Hillert

**ROLL CALL VOTE**

<b>Councilman Irvine</b>	Aye
<b>Councilman Umstead</b>	Aye
<b>Councilwoman Roberts</b>	Aye
<b>Councilwoman Hillert</b>	Aye
<b>Councilman Brinkley</b>	Aye

**Motion passed:** 5-0

**3. ORDINANCE AMENDING SECTION 14-45 AND SECTION 14-46**

When the Code of Ordinances for the Town was revised and re-codified in April, 2015, these two sections were inadvertently omitted and now need to be re-enacted as a part of the Town code.

**RECOMMENDATION:** Proceed to second reading

Angela Carper, Clerk, read the ordinance and with no further comment or questions, it will appear for second reading and adoption at the next Council meeting.

**4. 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 presented**

**Motion made by:** Councilman Irvine

**Seconded by:** Vice Mayor Hillert

**ROLL CALL VOTE**

- |                             |     |
|-----------------------------|-----|
| <b>Councilman Irvine</b>    | Aye |
| <b>Councilman Umstead</b>   | Aye |
| <b>Councilwoman Roberts</b> | Aye |
| <b>Councilwoman Hillert</b> | Aye |
| <b>Councilman Brinkley</b>  | Aye |

**Motion passed:** 5-0

## **INFORMATION**

Summer Meals Program for Kids began on June 6, 2016 and will continue through July 28, 2016 at the Clifton Forge Fire Station from 11:30 AM – 12:30 PM. Meals will be provided to all children 18 years or younger—FREE!

Town offices will be closed on Monday July 4, 2016 for the Independence Day holiday!

## **MANAGER’S COMMENTS**

Mrs. Burcham asked that everyone remember all who are involved in the recent flood activity and stated that the Town was very blessed to have no more issues or damage than we did. She mentioned that there were a few overflows as could be expected with the amount of rain that fell, which has now been estimated to have fallen at a rate of 4” per hour, but that no significant damage was found.

Mrs. Burcham mentioned that there is a trailer set up in the Sav A Lot parking lot that is accepting donations of food and cleaning items for the flood victims and that she had received word from the Chamber of Commerce that there should be a location established for furniture donations within the next 24 hours.

Mrs. Burcham stated that in spite of the rain, segment 3 of the Smith Creek Trail has been completed with the exception of the delivery of a picnic table which should be delivered this week. Work will soon begin on segment 2 of the trail once VDOT has completed their planning.

Lastly, Mrs. Burcham mentioned the ribbon cutting for the reopening of the Masonic Theatre scheduled for Friday at 12:30 PM and encouraged everyone to attend, as well as all of the events scheduled for the weekend and the annual Stars and Stripes Celebration.

### **Motion to appoint Chuck Unroe to fill the vacancy on the Library Board**

**Motion made by:** Councilwoman Roberts

**Seconded by:** Vice Mayor Hillert

**ROLL CALL VOTE**

<b>Councilman Irvine</b>	Aye
<b>Councilman Umstead</b>	Aye
<b>Councilwoman Roberts</b>	Aye
<b>Councilwoman Hillert</b>	Aye
<b>Councilman Brinkley</b>	Aye

**Motion passed:** 5-0

**UPCOMING EVENTS**

**CLIFON FORGE PUBLIC LIBRARY**

**ZIKA VIRUS PROGRAM—WEDNESDAY, JUNE 29, 2016, 6 PM**

**SUMMER READING PROGRAMS—JULY 6, JULY 12, JULY 20, AND JULY 27, 2016, 11 AM – 12 PM**

**CLIFTON FORGE MAIN STREET**

**DOWNTOWN MARKET—EACH FRIDAY, THROUGH SEPTEMBER 30, 2016, 8 AM – NOON**

**STARS AND STRIPES CELEBRATION—MONDAY, JULY 4, 2016**

**CLIFTON FORGE SCHOOL OF THE ARTS**

**JAMMIN AT THE MILL—FRIDAY, July 21, 2016, 7 PM**

**MASONIC AMPHITHEATRE**

**OPEN MIC NIGHT—FRIDAY, JULY 29, 2016, 7 PM**

## **PUBLIC COMMENTS**

John Hillert of 856 Palace Blvd. thanked Council for the signing of the Proclamation for the Masonic Theatre and reminding everyone of the ribbon cutting and Grand Re-Opening of the Theatre. Mr. Hillert stated that there will be several events, as well as tours, including a “Red Seat” reception for those who sponsored a seat within the Theatre, a concert by the “Sway Cats”, which is a 21 piece Big Band, the showing of “The Wizard of Oz” on Saturday at 10:30 AM, a donors reception Saturday evening, a concert by Scott Miller who was one of the last performers to entertain at the Theatre prior to its closing, along with a meet and greet and tour, and finally a showing of “The Sound of Music”. Mr. Hillert stated that it has been a major effort by committed people to make it all happen and is definitely a feel good moment to be able to get to this point.

Mayor Brinkley stated that it is a beautiful facility and he is glad to see the project completed and open to the public once again.

## **COUNCIL COMMENTS**

Councilman Irvine thanked everyone for coming and congratulated the Water Treatment Plant on the \$8,000 grant received for fluoridation. He stated that he is very pleased with the gratitude being shown by people in the Town towards others that were affected by the flood and for helping those in West Virginia and in the County. He stated that he is proud to be from Clifton Forge.

Councilwoman Roberts thanked everyone for coming and thanked all of the citizens who have joined together to help the flood victims. She stated that she is also proud to be a resident of Clifton Forge! Lastly, Mrs. Roberts stated that she hopes to see everyone at the ribbon cutting for the Masonic and at some of the events throughout the weekend.

Councilman Umstead thanked everyone for coming to the meeting and thanked everyone for their response to tragedy. He stated that he has always noticed a huge outpouring of help from the community and he is proud of Clifton Forge as well.

Vice Mayor Hillert asked that everyone please continue to keep those affected by the flood in your hearts and minds and in all the donations to our neighbors to the West. She stated that she is thankful to belong to such a community and stated that the Town

was very lucky to have been spared from what could have been a potential tragedy for our area as well.

Mayor Brinkley mentioned that a fund has been established at First Citizens Bank for Deby Nicely, an employee of Upper Cuts. Mrs. Nicely lost everything in the flood, her home and all of her belongings, and three family members. Mr. Brinkley stated that he echoes the other members of Council on their pride and comments about everything chipping in and thanked everyone who has and is contributing both materially and financially.

**Motion to adjourn**

**TIME: 7:35 PM**

**Motion made by:** Councilman Umstead

**Seconded by:** Vice Mayor Hillert

**ROLL CALL VOTE**

<b>Councilman Irvine</b>	Aye
<b>Councilman Umstead</b>	Aye
<b>Councilwoman Roberts</b>	Aye
<b>Councilwoman Hillert</b>	Aye
<b>Councilman Brinkley</b>	Aye

**Motion passed:** 5-0