



TOWN OF CLIFTON FORGE

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**COUNCIL MINUTES
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, AUGUST 28, 2018
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION: The invocation was given by David Davis.

CALL TO ORDER: Mayor Carl Brinkley called the meeting to order at 7:02 PM.

PRESENT: Mayor Carl Brinkley, Vice Mayor Gayle Hillert, Councilman Jeff Irvine, Councilman Robert Umstead, and Councilman David Oeltjen

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

PUBLIC HEARING AND FIRST READING:

A: ORDINANCE TO CONSIDER THE REQUEST TO VACATE AND PURCHASE A PORTION OF TOWN-OWNED PROPERTY

Review of an ordinance to consider the request by Paul D. Hall, Jr. to vacate and sell a portion of Tremont Street for the sum of \$2,000.

RECOMMENDATION: Proceed to second reading

Angela Carper, Clerk, read the ordinance and Mayor Brinkley opened the public hearing at 7:05 PM, calling on Ms. Lessley Cunningham of 937 McCormick Blvd. who had signed up to speak.

Ms. Cunningham addressed Council stating that she has lived on McCormick Blvd. and taken care of the property in question for the past four years by mowing, clearing kudzu, and keeping the drain cleared out. She stated that she was told by a past Town Manager when she asked about purchasing the property that it did not belong to the

Town, it was owned by a descendant of the previous owner who had a lifetime easement and therefore that portion of the street was never sold. Ms. Cunningham stated that she had also spoken to Jennifer Morris, Community Development Director previously in the week and was told by her that the property was being sold and that it was a just a matter of holding the public hearing tonight. She stated that she has asked twice previously about purchasing the property and would like to offer \$4K and would use the property only to extend her own property.

Mayor Brinkley thanked Ms. Cunningham for her interest and explained that Council would consider all options and that no decision would be made tonight as this was simply a first reading of the ordinance.

David Davis asked Mayor Brinkley if he might say a few words to help explain the situation with the property. Mr. Davis explained to Ms. Cunningham that the information she had been given by the previous Town Manager had been correct and that up until last year when the Town purchased the rights to all the unopened streets and alleys from Mr. Lawler's family after his death, the property in question did not belong to the Town. He explained that since Mr. Lawler's family had sold the properties to the Town it now allows the Town to convey the property as is being discussed. He explained that to his knowledge Council has never had this issue of having more than one party interested in a single parcel of property, but that it is essentially up to the Council as to how the issue is handled and that Council can do what they wish. He stated that his first suggestion to Council would be to split the property between the two parties, but it is his understanding that she was not interested in doing that and Ms. Cunningham confirmed that she would prefer to buy the property in its entirety.

Councilman Irvine asked if Mr. Hall could make a counter offer on the property. Mrs. Burcham advised that this isn't a bidding deal and that previously in the case of alley closures where there has more than one property owner that bordered a property, the Town has had to have the other adjacent property owners agree to the sale and closure and advised that Mr. Hall had come to the Town with his offer, the Town did not petition him to purchase the property. David Davis advised that it is true that this is not typically done by bids and that he would not recommend it being done so.

Mayor Brinkley stated that Council needs to make a decision, so it can be followed in the future as well and that it is important to be consistent in decisions like this. He stated once again that Council would discuss the matter further and make a decision as to how to proceed and both parties would be contacted when that has been done. He again thanked Ms. Cunningham for her interest and with no further questions or comments he closed the public hearing at 7:19 PM. Depending on Council's decision, the decision of the two interested parties and the legal requirements to re-advertise or

have a second public hearing, the item will appear at a later meeting for final disposition.

CONSENT AGENDA

1. MINUTES Council Meeting July 24, 2018

RECOMMENDATION: Approve minutes of July 24, 2018

Motion to approve minutes

Motion made by: Councilman Oeltjen

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 5-0

ACTION ITEMS

2. 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 Oeltjen

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 5-0

3. REQUEST TO HOLD ANNUAL FALL FESTIVAL

The Clifton Forge Shriner’s Club appreciates the support and cooperation of the Town in the past and requests continued support by granting permission to conduct the 48th Annual Fall Foliage Festival October 19-21, 2018 with the same arrangements as previous years and assistance with the trash pick-up.

RECOMMENDATION: Grant request

Motion to grant request

Motion made by: Councilman Irvine

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 5-0

4. APPROPRIATION RESOLUTION FOR POLICE DEPARTMENT ITEMS

The Police Department has received a \$2,000 safety grant from VML Insurance Programs. The Town has also received funds from a former Police Department employee who terminated their employment agreement in the amount of \$9,700. This appropriation will allow the Police Department to expend funds on new body cameras for our officers.

RECOMMENDATION: Proceed to second reading

Angela Carper, Clerk, read the resolution for first reading and with no questions or comments, it will appear for second reading and adoption at the September 11, 2018 meeting.

5. Motion to appoint Robert Umstead as voting delegate for annual VML conference

As part of the requirement from VML for the Town's attendance to the annual conference and business meeting, a voting delegate must be appointed by Council.

RECOMMENDATION: Make appointment as requested

Motion to appoint Robert Umstead as voting delegate for the VML Conference

Motion made by: Councilman Irvine

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Abstain
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 4-1

6. Motion to appoint Jennifer Morris to the Roxbury CDBG Housing Oversight Board

RECOMMENDATION: Make appointment to board

Motion to appoint Jennifer Morris to the Housing Oversight Board

Motion made by: Councilman Oeltjen

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 5-0

INFORMATION

Town Offices will be closed on Monday, September 3, 2018 in observance of the Labor Day holiday. Offices will reopen on Tuesday, September 4, 2018.

The DMV Connect Bus will be at Town Hall on Tuesday, September 18, 2018

MANAGER'S COMMENTS

Mrs. Burcham stated that she was very impressed by the number of votes and people who helped to promote the Town for its entry into the contest by the Blue Ridge Outdoors for the Top Adventure Town in the small town category. She especially wished to thank Chuck Almarez who posted pictures daily and encouraged others to vote. She stated that one gentleman had sent out 100 personal requests to friends and family asking for their help to vote for the Town versus Abington who not only has more funding in general, but more marketing for their area as well. Some of his requests went to people who were overseas so the Town had votes from everywhere. She stated that everyone should be proud of the Town and their efforts! The results of the contest should be announced within the next month.

Mrs. Burcham mentioned an article by Joan Vannersdoll that has been showcased in the Blue Ridge Country magazine titled “Riding the Art Train”. She stated that Joan’s career as a writer and her passion for her hometown of Clifton Forge were an asset to the Town.

Mrs. Burcham advised that the Smith Creek Trail and the bridge is now open and is being used and is a nice walk. She mentioned that the bridge will eventually be replaced by one that will allow for pedestrian as well as bicycle travel.

Mrs. Burcham advised that there are new basketball goals being installed at both Washington and Matthews parks.

Lastly, Mrs. Burcham mentioned a new ordinance that our neighboring city just passed in regard to mowing and allowing the grass clippings to be thrown out onto the street. Grass clippings create safety hazards as well as posing a pollution issue by going into the storm drains which eventually end up in the river. She mentioned the firm that will be doing some stenciling of the storm drains in late September throughout the Town as a reminder and stated that she is in hopes that people will become more mindful of the direction their mowing so as not to throw their clippings into the street and that an ordinance does not have to be passed within the Town as well.

UPCOMING EVENTS

CLIFTON FORGE PUBLIC LIBRARY

TODDLER TIME—TUESDAY, SEPTEMBER 4, 2018—11-11:45 AM

**PRE-SCHOOL STORYTIME—WEDNESDAY, SEPTEMBER 19, 2018, 11 AM
– NOON**

**AUTHOR BETH MACY AT THE MASONIC UNDERGROUND—MONDAY,
SEPTEMBER 24, 2018, 7 PM**

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, SEPTEMBER 21, 2018, 7 PM

MASONIC THEATRE

TOUR THE MASONIC—SATURDAY, SEPTEMBER 15, 2018, 11 AM

**SALUTE TO GLEN CAMPBELL WITH JEFF DAYTON—FRIDAY,
SEPTEMBER 28, 2018, 7:30 PM**

PUBLIC COMMENTS

Joan Vannorsdall addressed Council on behalf of the Library Board in an effort to promote the Library Author Series. She stated that she was coming to ask for help getting people to attend the upcoming special events later this summer. She mentioned that there are two Pulitzer Prize winning authors included in the series and that there is the opportunity to get recognition for the Town for not only the art in the area, but also for literacy programs as well. Both Mary Bishop and Beth Macy are planned for future events, both promoting their most recent works, as well as Julia Keller. She asked that everyone invite people to attend to help grow the crowd for the events.

COUNCIL COMMENTS

Councilman Irvine thanked everyone for coming. He thanked Councilman Umstead for his plans to attend the annual VML Annual Conference and thanked Joan Vannorsdall for her article in the magazine and for speaking on behalf of the library.

Councilman Umstead thanked Ms. Cunningham for expressing her interest in the property and thanked Joan Vannorsdall for her article and promoting the authors for the Library and advised Councilman Irvine he is welcome to join him to attend the conference.

Councilman Oeltjen thanked everyone for attending the meeting. He stated that he appreciates all the comments made and stressed the importance of making the right decisions to aid in future issues for the Town. He stated that he is very intrigued by the authors coming to Town and stated that we live in a wonderful area and that it is a glorious place to be! He also thanked Councilman Umstead for planning to attend the conference.

Vice Mayor Hillert mentioned that the Lovers Walk Trail is a great short trail that is now open. She reminded everyone of the Dog Park fund raiser that is being coordinated by a local citizen. She stated that she had attended the last event with Beth Macy and mentioned that she had heard something about the possibility of her books being made into a movie which Mrs. Vannorsdall confirmed. She congratulated Mrs. Vannorsdall on the article and stated that this isn't the first time that she has done something like this and said she is always promoting the Town, representing the Town on the County Board of Supervisors and advised that her attendance at our meetings is greatly appreciated.

Mayor Brinkley stated he echoed the thoughts of the other Council members and that he feels the upcoming author visits are great! He mentioned that the Congressional candidates will be holding a candidate's forum at the Middle School and encouraged everyone to attend. Mr. Brinkley mentioned that retired Public Works employee Clyde Childs had paid him a visit and that Clyde had commented and he was reminded of the poor condition of the equipment and shape of the Public Works yard when Darlene first came to work for the Town and what an amazing difference there is with the upgraded equipment not just for Public Works, but in all areas and he stated that he felt Mrs. Burcham was owed a debt of gratitude for all that's been accomplished and he feels it's great that Council can also be positive and continue moving forward with progress. Lastly, Mayor Brinkley mentioned the Roxbury project and advised that the next meeting will be held on the third Thursday in September and he would provide an update afterward. He thanked everyone for coming and then asked for a motion to go into closed session.

CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 – A-3 REAL ESTATE—POTENTIAL ACQUISITION OF TOWN-OWNED PROPERTY and DISPOSITION OF TOWN-OWNED REAL ESTATE

Motion made by: Councilman Irvine **Time: 7:46 PM**

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 5-0

Motion to return to open session **Time: 8:27 PM**

Motion made by: Councilman Umstead

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Absent

Motion passed: 4-0

Motion to certify only indicated items were discussed

Motion made by: Councilman Irvine

Seconded by: Councilman Oeltjen

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Absent

Motion passed: 4-0

Motion to adjourn

TIME: 8:27 PM

Motion made by: Councilman Oeltjen

Seconded by: Councilman Irvine

ROLL CALL VOTE

Councilman Irvine	Aye
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Councilman Umstead	Aye
Councilman Oeltjen	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Absent

Motion passed: 4-0