

Minutes of Town Council Meeting
July 16, 2013
Glasgow Public Library

Council Members Present: Sonny Williams, Roger Funkhouser, Mike Turner, Monica Dock, Ruby Clark.

Also Present: Mayor Sam Blackburn, Town Manager Paul Parker, Administrative Assistant Jane Higginbotham, Town Attorney Tom Simons, Town Sgt. Aaron Britton, STP Supervisor Jeff Rankin.

Guests Present: Carolyn Bradley, Andrea Bradley, Jeremy Kilgore, Andrew Ryan, Judy Loughhead, Sue Wood, Reese McClanahan, Rebecca Chittum-Community Watch VP, Roberta Anderson-The News Gazette.

The Pledge of Allegiance was led by Councilor Ruby Clark, followed by a brief prayer.

Mayor Sam Blackburn called the meeting to order at 7:00 PM.

Public Comment Period:

Natalie Harris – was on agenda but not present.

Judy Loughhead – Mrs. Loughhead stated the Fall of 2011 she was told that the 1400 block of Fitzlee had been approved to be paved in 2012. Town Manager Paul Parker stated all paving projects are on hold until the water project has been completed. Mrs. Loughhead stated she would like the minutes to show that the 1400 block of Fitzlee Street is in dire need of paving.

Andrew Ryan – Mr. Ryan stated he lives at 932 Anderson Street. Mr. Ryan stated he has sewage overflow from a manhole coming into his yard every time it rains. Mr. Ryan stated he had spoken to Public Works Supervisor Armond Falgoust about it and he had requested to have the manhole raised when Drew Havens was Town Manager and Mr. Havens had denied it. Mr. Ryan passed around pictures to council. Councilor Monica Dock asked why his request had been denied by Mr. Havens. Mr. Ryan stated he was told it would create drainage problems for someone else.

Town Manager Paul Parker stated he had spoken with VDOT and they came to do an inspection of all the streets in Glasgow. Mr. Parker stated Mike Henry and Daryl Burke put Glasgow on their list for input concerning projects. Sue Wood asked if the Town owned the streets on the 1400 block of Fitzlee. Mr. Parker stated no, VDOT owns them. Councilor Roger Funkhouser stated the Town owns two (2) sections of road on Fitzlee and Anderson streets. Mr. Parker stated VDOT said they own them. Mr. Parker stated he was given a map of streets, dated 2004, from VDOT showing which streets they own in Glasgow. Mr. Parker stated he would ask for an updated map. Judy Loughhead stated VDOT paved the 1400 block of Anderson Street. Councilor Funkhouser stated the Town needs to know for sure what they own and what belongs to VDOT. Councilor

Dock stated someone needs to check into the problem at Mr. Ryan's residence. Mr. Parker stated the STP is designed for 495,000 gallons, and with just the rain today, there was 1,000,000 gallons going through the STP. Mr. Parker stated he will investigate the problem at Mr. Ryan's address.

Review of Minutes:

Regular Meeting June 10, 2013.

Councilor Ruby Clark stated the minutes for June 10, 2013, page 4, #B, there was a motion made, seconded, then states motion died for lack of second. Councilor Roger Funkhouser stated a motion was made, then seconded, then Council decided to change the wording. Town Attorney Tom Simons stated he would change the wording to read *motion died for lack of a vote*. Mr. Simons stated after changes made then minutes could stand approved.

Motion by Ruby Clark and **Seconded** by Mike Turner to approve minutes after correction made.

Carried unanimous voice vote.

Consideration of Bills:

Town Manager Paul Parker stated several Council members had requested seeing all bills that have to be paid. Mr. Parker stated now anything over \$250 and not a recurring monthly bill is put on the bill list. Mr. Parker stated he would like to change the amount to \$500 and over, per state code 15.2-1428. Mayor and Council agreed to do this starting with the August 13, 2013 meeting.

Motion by Monica Dock and **Seconded** by Roger Funkhouser that all bills \$500 and over and not a recurring monthly bill to be put on the monthly bill list for Council meetings.

Carried unanimous voice vote.

Committee/Commission Reports:

Parks and Recreation Committee – Town Manager Paul Parker stated Judy Loughhead had presented to Parks & Rec to start a quilt trail in Glasgow and had asked Parks & Rec to endorse it. Mr. Parker stated quilt designs are painted on wood and then mounted on the side of buildings/barns. Mr. Parker stated Parks & Rec agreed to do this, and the first two (2) buildings to be done will be Town Hall and the concession stand at Knick Field. Mr. Parker stated Parks & Rec is asking Town Council's permission to start the Glasgow Quilt Trail on Town Hall and the concession stand. Mr. Parker stated Parks & Rec will put up the money for the wood and paint. Council gave their endorsement to Parks & Rec to start the Glasgow Quilt Trail.

Mr. Parker stated Parks & Rec would like to start a basketball league for Fall and Winter to keep Parks & Rec going the whole year. Mr. Parker stated Glasgow's softball league will be hosting a softball tournament in August.

Mr. Parker stated the next “Music in the Park” will be Saturday, August 17, 2013 and the band will be *Showdown*. Mr. Parker stated Carolyn Bradley will be in charge of advertising.

Planning Commission – Town Manager Paul Parker stated the Planning Commission met several times to update the Comprehensive Plan. Mr. Parker stated he met with Rebecca Joyce and Bonnie Riedesel from the Central Shenandoah Planning District Commission. Mr. Parker stated the Planning Commission feels professionals should update the Comprehensive Plan and they would like the Central Shenandoah Planning District Commission to do it. Mr. Parker stated both are very familiar with Glasgow from their work done here during the floods. Mr. Parker stated they would like to get started in August. Mr. Parker stated they suggested using the leftover flood money to pay for it. Mr. Parker stated their price is \$22,000. Councilor Monica Dock stated she would like to have time to look the proposal over. Councilor Roger Funkhouser stated he would like for them to come to Glasgow to meet with Council at a workshop. Town Manager Paul Parker stated he would invite them to meet with Council at a workshop and also to the August Council meeting.

Water & Sewer Committee – Councilor Roger Funkhouser stated Water & Sewer Committee will meet July 25th and will have a draft of the Town Code to change the ordinance for the August 13th meeting.

Police Activity Report:

Sgt. Aaron Britton stated Council has a copy of his monthly report. Sgt. Britton stated he will be out of work for six (6) weeks beginning August 1st, for knee surgery.

Sgt. Britton stated the MDT (mobile data terminal) project is complete and the system is operational. Sgt. Britton stated Glasgow Police Department is now online with Virginia State Police and other federal law enforcement agencies. Sgt. Britton stated as of now Glasgow is the only department in the area online in vehicles, and Rockbridge County should be in 2014. Sgt. Britton stated because of the system in the police car, it was required to have windows on the police car tinted for security reasons. Sgt. Britton stated the light bar was removed and the lights were put on the inside due to preference and traffic enforcement purposes. Sgt. Britton stated the company that worked on the lights have a refurbished RADAR trailer they are willing to sell for \$6,000. Sgt. Britton stated it is equipped with everything, including a solar panel for recharging its batteries, traffic counter, and a mini computer.

Sgt. Britton stated as of July 1, 2013, new legislature was enacted regarding salvage/recycling collections by individuals. Sgt. Britton stated by law he is now required to do a background check and issue a license to individuals that reside in the Town of Glasgow that operate a business or collect salvage. Sgt. Britton stated this will require the Town to enact an ordinance or adoption of the Virginia State Code. Town Attorney Tom Simons stated he will look at this and contact the Attorney General’s office and have information for Council at the August 13, 2013 meeting.

Councilor Ruby Clark asked if the new terminal and laptop are mobile from vehicle to vehicle. Sgt. Britton stated they are. Councilor Roger Funkhouser asked who has this new software. Sgt. Britton stated all dispatchers, Virginia State Police and Glasgow Police are the only ones who have it right now. Councilor Clark asked why the light bar was taken off the police car and where is it. Sgt. Britton stated it is at the Sheriff's Office. Sgt. Britton stated he now has one on the inside of the car. Councilor Clark asked if there was a \$75 fine if you did not have your 9-1-1 address posted correctly. Councilor Clark stated it was in the local newspaper. Sgt. Britton stated he was not aware of one. Councilor Roger Funkhouser stated it is already in the Glasgow ordinance. Councilor Monica Dock stated residents should be encouraged get this done before any fines are handed out. Councilor Clark asked if the Ordinance Committee has met on the noise ordinance. Councilor Dock stated no.

Old Business:

- A. Town Manager Paul Parker stated he had contacted the Red Cross and they are coming to survey/inspect the Community Center to see if it can be designated as a disaster center. Mr. Parker stated he has a copy of the survey/inspection form that they use to look at the building. Mr. Parker stated Raymond Watson is scheduled to come Tuesday, July 23rd @ 10AM to do the survey/inspection.

New Business:

- A. Reschedule Public Hearing to Amend Parking Ordinance – Town Attorney Tom Simons stated he will advertise the public hearing for two (2) weeks to amend the parking ordinance and the public hearing will be held at the August 13th meeting.

Resolutions and Ordinances:

- A. Resolution to Amend Park & Playground Rules

Motion by Ruby Clark and **Seconded** by Sonny Williams to adopt resolution to add park fees and all in-town non-profits exempt from fees to the Park & Playground Rules.

Carried unanimous voice vote.

General Discussion:

- A. Manager's Report:
 1. Water System Improvement Project: Town Manager Paul Parker stated plans and specs are still under review by VDH. Mr. Parker stated Hurt & Proffitt's design fee prior to construction or bid opening is \$261,912 (approximately \$163,000 left to pay). Mr. Parker stated it is recommended that the Town pursue a short-term loan with BB&T for the entire amount (\$261,912), which is all reimbursable from the VDH loan. Mr. Parker stated it is cleaner for accounting purposes to borrow the entire amount. Mr. Parker stated all invoices are sent to VDH after we are awarded the grant/loan. Mr. Parker stated we are 3 ½ months behind on payments to Hurt & Proffitt. Mr. Parker stated he borrowed \$100,000 from a CD to pay ½ and this can be put back in the CD when we get the grant/loan.

Motion by Roger Funkhouser and **Seconded** by Monica Dock to proceed with borrowing \$261,912 short-term loan from BB&T to pay remainder of bill to Hurt & Proffitt and put back into CD when get grant/loan.

Carried unanimous voice vote.

2. Glasgow Landing: Town Manager Paul Parker stated the debris bridge is complete. Mr. Parker stated the canoe launch is dug out and gravel is on site. Mr. Parker stated once the gravel is spread 4-6 inches, Batman Construction will install the railroad ties. The handicap access path also has to be constructed to the top of the launch. Mr. Parker stated however that the Army Corp of Engineers has requested more information to submit to Virginia Marine Resources Commission so the project is on hold for now. Mr. Parker stated the launch will be going about two (2) feet (16 SF) into the river.
3. Town Manager Paul Parker stated he has the proposal from Mary Earhart to do the FY '12-'13 pre-audit. Councilor Monica Dock asked if Ms. Earhart is going to charge the same amount for coming once a month vs. coming at the end of the fiscal year. Mr. Parker stated he had used Ms. Earhart's office for six (6) months to keep his Quickbooks updated and cleaned up and he will not be using them monthly any more.

Motion by Roger Funkhouser and **Seconded** by Ruby Clark to hire Mary Earhart's office to do the pre-audit for FY '12-'13.

Carried unanimous voice vote.

Other Comments:

1. Jeff Rankin stated the influent pump station will cost \$150,000. Have applied for a 50/50 SERCAP grant. If grant money runs out, does Council want to apply for a \$150,000 loan. Rate is same for 50/50 loan or for whole loan – 3.4%. Already have \$20,000 in budget and could use this as down payment.

Motion by Sonny Williams and **Seconded** by Mike Turner to proceed with applying for SERCAP grant.

Carried unanimous voice vote.

2. Councilor Roger Funkhouser stated Rockbridge County Administrator looking to hire a license holder for mosquito spraying and Glasgow can operate under his/her license. County already has the material ready.
3. Councilor Ruby Clark asked why Bedford County does not have to pay county taxes when reverted back to a Town and Glasgow does? Town Attorney Tom Simons stated he does not know that they do not pay county taxes. Councilor Ruby Clark asked if anything can be done about the cat problem. Sue Wood stated there is also a large population of rabbits now in town and she worries about wild animals coming out of woods to eat them. Councilor Ruby Clark

stated the drain pipe at the corner of 7th Street and Gordon Street has been smashed from transfer trucks and when it rains, the water backs up and stands in the whole area. Town Manager Paul Parker stated he will have this checked out, then pass it on to VDOT.

4. Sue Wood apologized to Council for publishing the June agenda in the e-newsletter before Council received their packets.

Motion by Mike Turner and **Seconded** by Roger Funkhouser to adjourn.
Carried unanimous voice vote.

Meeting adjourned at 8:35 PM.

Mayor

Clerk