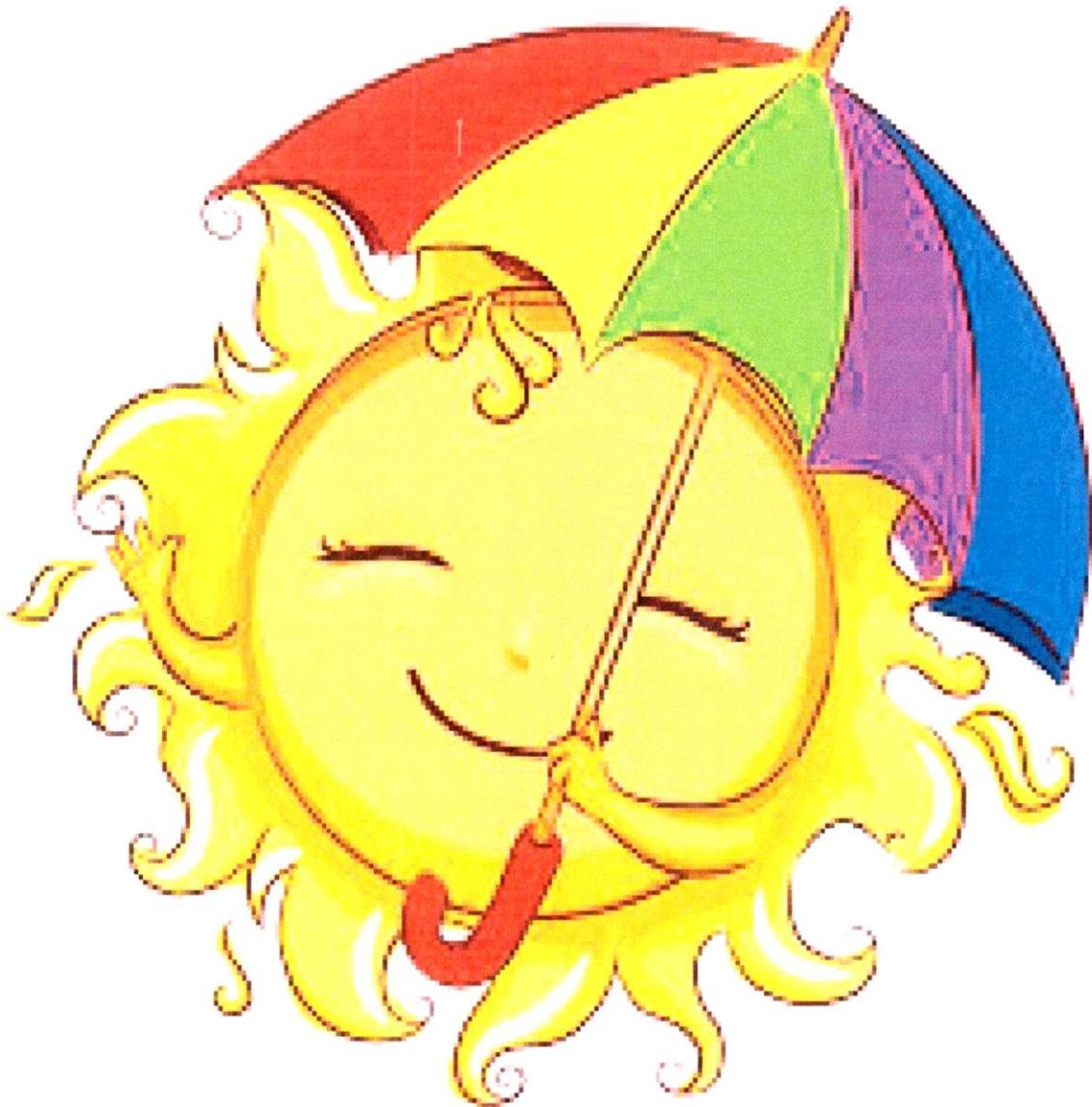


Town Council Agenda
Tuesday, July 12, 2016
7:00 PM
Clifton Forge Council Chambers
547 Main Street





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

**COUNCIL AGENDA
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, JULY 12, 2016
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION BY

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. MINUTES June 26, 2016 Council Meeting

RECOMMENDATION: Approve minutes from June 26, 2016

ACTION ITEMS

2. 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: Adopt ordinance

3. REQUEST FROM CLIFTON FORGE HIGH SCHOOL ALUMNI

The Clifton Forge High School Alumni classes of 1965-1968 will be hosting their 50th class reunion at the Clifton Forge Armory. The event will include a 1960's "sock hop" on the evening of September 23, 2016, and they would like permission to obtain a liquor license from the Virginia ABC Board for the event as they have for past events.

RECOMMENDATION: Grant permission to obtain permit

4. RESOLUTION TO PURCHASE UNPLAITED LANDS, STREETS AND ALLEYS

Virginia Lawler has offered to sell to the Town the unplaited lands, streets, and alleys in Sections 1, 2, and 3 of the Clifton Forge Company and a 20' strip of land that lies adjacent to the exterior boundary lines of the Clifton Forge Company for \$5,000.

RECOMMENDATION: Adopt resolution

5. CANCEL SECOND MEETING IN JULY AND SCHEDULED WORK SESSION DUE TO LACK OF AGENDA ITEMS (WITH OPTION TO HOLD SPECIAL MEETING IF NEEDED)

RECOMMENDATION: Cancel meetings on July 19 & 26, 2016

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!

MANAGER'S COMMENTS

UPCOMING EVENTS

CLIFON FORGE PUBLIC LIBRARY

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

CLIFTON FORGE MAIN STREET

DOWNTOWN MARKET—EACH FRIDAY, THROUGH SEPTEMBER 30, 2016, 8 AM – 12:30 PM

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, JULY 21, 2016, 7 PM

MASONIC AMPHITHEATRE

MOVIE UNDER THE STARS, “INSIDE OUT”—FRIDAY, JULY 22, 2016, DUSK (FREE)

LEGENDS OF THE HIGHLANDS INCLUDING: SILVERBACKS, RALLY CRY, CHAD NICKELL & THE LOOSE CHANGE—SATURDAY, JULY 23, 2016, 6 PM (\$5 STUDENT, \$8 SENIOR, \$10 ADULT)

OPEN MIC NIGHT FEATURING THE CRIMSON RIVER BAND--FRIDAY, JULY 29, 2016, 7 PM (GOODWILL DONATION)

MASONIC THEATRE

“REMEMBERING THE MASONIC THEATRE, STORIES FROM YOUR NEIGHBORS”—SATURDAY, JULY 16, 2016, 7 PM

“LAYING THE CORNERSTONE RE-ENACTMENT”—SATURDAY, JULY 30, 2016, 2-8 PM (RE-ENACTMENT FESTIVITIES FREE OF CHARGE, DINNER WILL BE SERVED IN THE WESTROCK BALLROOM AT 5 PM WITH SOCIAL HOUR, TICKETS TO DINNER \$18)

PUBLIC COMMENTS

COUNCIL COMMENTS



TOWN OF CLIFTON FORGE

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**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

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	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

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 5-0

Motion to adopt ordinance

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	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

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	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

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	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

Councilman Irvine	Aye
Councilman Umstead	Aye
Councilwoman Roberts	Aye
Councilwoman Hillert	Aye
Councilman Brinkley	Aye

Motion passed: 5-0

ORDINANCE AMENDING THE CODE OF ORDINANCES FOR THE TOWN OF CLIFTON FORGE TO ENACT SECTION 14-45 AND SECTION 14-46

WHEREAS certain sections of the Code of Ordinances for the Town of Clifton were inadvertently omitted when the Code was revised and re-codified in April 2015, and

WHEREAS it is necessary to re-enact those Code Sections to provide for redemption fees and the disposition of impounded dogs and/or cats.

SO THEREFORE BE IT ORDAINED by the Town Council for Clifton Forge, VA that the following Code Sections are hereby adopted and enacted as follows:

Section 14-45 redemption fees

- A. Dogs
 - 1. During the seven day period provided for in section 14-43, any impounded dog shall be returned to the owner upon reasonable proof of ownership; provided, that the owner, prior to the release of the dog, displays to the finance department a license tag for such dog, and pays impoundment penalties and dog care charges, which are hereby imposed:
 - a) Fees charged by and paid to The Humane Society
 - b) An administrative fee of \$25
 - 2. All penalties and administrative charges hereby imposed shall be payable to the town before such dog is released. Prior to issuing a license tag for any dog required to be licensed, the town shall require from the owner, or someone on behalf of the owner, satisfactory evidence that the dog has been inoculated or vaccinated against rabies as required by this article.
- B. Cats

1. During the seven (7) day period provided for in section 14-43, any impounded cat shall be returned to the owner upon reasonable proof of ownership; provided, that the owner, prior to the release of the cat, displays to the finance department a license tag for such cat, and pays impoundment penalties and cat care chargers, which are hereby imposed:
 - a) Fees charged by and paid to The Humane Society
 - b) An administrative fee of \$25.00
2. All penalties and administrative charges hereby imposed shall be payable to the Town before such cat is released. Prior to issuing a license tag for any cat required to be licensed, the town shall require from the owner, or someone on behalf of the owner, satisfactory evidence that the cat has been inoculated or vaccinated against rabies as required by this article.

Section 14-46 Disposition of unredeemed animals

A. Dogs

If a dog is impounded as authorized by section 14-42 is not claimed by its owner within a period of seven days after the notice is served as provided in section 14-43, the animal shelter shall dispose of the impounded dog by giving it unto the possession of any person who will pay the costs of impounding such dog, as provided for in section 14-45, and who will, in addition thereto, purchase a license for the dog and have the dog inoculated or vaccinated against rabies as provided for by this article. If the dog is not disposed of in such a manner, it may be humanely destroyed or disposed of by sale or gift to a federal agency, state supported institution, agency of the Commonwealth, agency of another state, or a licensed federal dealer having its principle place of business located within the Commonwealth, provided that such agency, institution or dealer agrees to confine the animal for an additional period of not less than five days, or by delivery to any local humane society, shelter or to any person who is a resident of the County or Town for which the pound is operated and who will pay the required license fee, if any on such animal.

B. Cats

If a cat is impounded as authorized by section 14-42 is not claimed by its owner within a period of seven days after the notice is served as provided in section 14-43, the animal shelter shall dispose of the impounded cat by giving it unto the possession of any person who will

pay the costs of impounding such cat, as provided for in section 14-45, and who will, in addition thereto, purchase a license for the cat and have the cat inoculated or vaccinated against rabies as provided for by this article. If the cat is not disposed of in such a manner, it may be humanely destroyed or disposed of by sale or gift to a federal agency, state supported institution, agency of the Commonwealth, agency of another state, or a licensed federal dealer having its principle place of business located within the Commonwealth, provided that such agency, institution or dealer agrees to confine the animal for an additional period of not less than five days, or by delivery to any local humane society, shelter or to any person who is a resident of the County or Town for which the pound is operated and who will pay the required license fee, if any on such animal.

FIRST RERADING: JUNE 28, 2016

SECOND READING: JULY 12, 2016

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JUL 07 2016

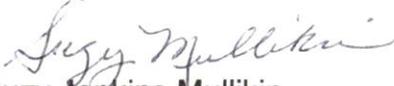
June 30, 2016

Town of Clifton Forge Council,

The Weekend of September 23 – 25, 2016 the Clifton Forge High School Alumni classes of 1965 – 1968 will be holding their 50th class reunion. On Friday night, September 23, 2016, we will be holding a 1960's style "sock hop" in the old armory which was call our "Youth Center" when we were in High School. We are asking for permission to get a liquor license for that evening. The Alumni Association has used the armory in the past for dances and gotten permission from the previous City and Town councils to do this as far back as 1998 when the school was still being used as a Middle School.

We would also like to have the school open at some point during the day on September 24, 2016. There will be alumni coming back to Clifton Forge who have not been here since graduation who have requested a chance to visit the school no matter the condition. The Class of 1976 will be having their 40th reunion during Fall Festival and have also requested a chance to visit the school on Saturday, October 22, 2016.

Thank you for this consideration.



Suzy Jenkins Mullikin
CFHS Class of 1966

958-8689

**RESOLUTION TO PURCHASE
UNPLAIED LANDS, STREETS AND ALLEYS**

WHEREAS, the Town Council for Clifton Forge has determined that it would be in the best interests of the Town and its citizens to purchase the unplaited lands, streets and alleys in Section 1,2, and 3 of the lands of the Clifton Forge Company and that certain strip of land (20) feet in width lying adjacent to the exterior boundary line of the lands of the Clifton Forge Company, and

WHEREAS, Virginia L. Lawler has offered to sell the aforesaid real estate to the Town of Clifton Forge, Virginia for the sales price of FIVE THOUSAND DOLLARS (\$5,000.00), and

WHEREAS, it has been determined that said offer is both reasonable and fair.

SO THEREFORE BE IT RESOLVED that the Town Council for Clifton Forge, Virginia hereby authorizes the payment of \$5,000.00 to Virginia L. Lawler for her conveyance of the aforesaid real estate to the Town of Clifton Forge, Virginia.

FIRST READING: July 12, 2016

SECOND READING: August 9, 2016