



TOWN OF CLIFTON FORGE

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**COUNCIL MINUTES
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, DECEMBER 8, 2015
CLIFTON FORGE TOWN COUNCIL CHAMBERS
547 MAIN STREET**

INVOCATION BY DAVID DAVIS

CALL TO ORDER: Vice Mayor Gayle Hillert called the meeting to order at 7:03 pm.

PRESENT: 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

ABSENT: Mayor Carl Brinkley

PLEDGE OF ALLEGIANCE: Vice Mayor Hillert led the attendees and council in the pledge of allegiance.

PRESENTATIONS

Introduction of new AHEDC Director—Herb Slaydon

After an introduction by Herb, Marla Akridge stated that she is very excited to be in the area and in the new position and that she has finally conquered Jefferson Street hill! She stated that she has learned a lot in the last several weeks. Mrs. Akridge stated that she is from a small town in rural Ohio that is actually smaller than Iron Gate and she still has family in that area. She stated that she had previously been in a

position that focused on Chamber related work and plans to apply those principles and procedures to benefit the position here. She stated that she feels it is important to understand how we got to where we are here and establish a good foundation to work upon. She stated that she is pleased that the new initiative includes more open communications and meeting more with the partners to implement new ideas. She stated that there will be reports provided on a monthly basis and that she wants people to call and provide feedback. She stated that she feels it is important for those who have been here longer and have seen things come and go and changes occur to share them with her in order for her to do her job better. Marla stated that she is excited to see the Masonic Theatre renovation and feels it is a great opportunity for our area and will be working on creating a formal visitation process to visit existing business within the area and would like for Council and staff follow her to experience the visit as well. She stated that it is her goal to take the information she receives and put it into some software that will help others to understand and find available options and ideas. She stated that she loves research and wants to work on the entrepreneurial spirit within the area. Lastly, she stated that there are a lot of unique industries out there and feels this is a great place to live and play, and she wants to add work to that list. She reminded everyone to please call her and share your feedback and information and ideas as it is a tremendous help to her to learn strengths and weaknesses.

US Forestry Service Update—Pat Sheridan

Mr. Sheridan provided an update on the Lower Cowpasture Project and stated that they are in the process of finalizing the decision notice for the project. He stated that they had received two major objections to the project and one of those had been resolved and was withdrawn. He stated that the final decision is expected to be signed by the end of December and will clear the way to implement the project which will set up a land management plan for the next 10 years. Mr. Sheridan mentioned that the last two campgrounds which remained open, Campground 1 at Lake Moomaw and Hidden Valley are both now closed and will reopen in March and April. He stated that there is active timber management occurring on the Little Mountain sale in Bath and Alleghany Counties, the Tri County sale in Alleghany, and the Brattons Run timber sale in Rockbridge County. Mr. Sheridan stated that the fall fire forecast for our area and most of the southeastern part of the US is expected to be below normal through February. He also mentioned that there will be 10 prescribed burns planned for the Spring, totaling approximately 7,000 acres. Lastly, Mr. Sheridan mentioned that the invasive species of the month is a wasp that has been introduced to help take care of the emerald ash borer. He stated that researchers have noticed significant declines in the densities of the live emerald ash borer larvae in infested ash trees.

Councilwoman Roberts asked if the wasps were reason to panic and what kind of nests these particular wasps build. Mr. Sheridan stated that so far there is no reason seen to cause for panic and that the wasps are mostly in the forest area and that they build their nests in the ground. He stated that at this point it is too early to tell what the long term effects of the wasps may be, but that they seem to have a great effect on the emerald ash borer.

CONSENT AGENDA

1. MINUTES November 10, 2015

RECOMMENDATION: Approve minutes from November 10, 2015

Motion to accept the minutes as provided

Motion made by: Councilwoman Roberts

Seconded by: Councilman Umstead

ROLL CALL VOTE

Councilman Irvine Aye

Councilman Umstead Aye

Councilwoman Roberts Aye

Councilwoman Hillert Aye

Motion passed: 4-0

ACTION ITEMS

2. REQUEST FOR CONDITIONAL USE PERMIT FOR A WOOD MANUFACTURING FACILITY

The applicant is seeking a conditional use permit to allow the construction of a wood manufacturing facility on property identified as tax map # C0340-01-000-0A10 and C0340-01-000-0A00. The property is currently vacant land and was recently

rezoned to BG Business General to meet zoning requirements. The Planning Commission unanimously recommends approval.

RECOMMENDATION: Approve request

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

Motion passed: 4-0

Motion to approve conditional use permit

Motion made by: Councilman Irvine

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

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

Motion passed: 4-0

3. ORDINANCE ENACTING SEC. 14-14, PUBLIC NUISANCE ANIMAL

Recently, Council heard from a resident dealing with neighborhood dogs creating excessive noise. The Town's current ordinances do not address this concern. Staff has prepared the following ordinance which mirrors language found in the code of neighboring jurisdictions.

RECOMMENDATION: Adopt ordinance

Motion to waive second reading

Motion made by: Councilwoman Roberts

Seconded by: Councilman Umstead

ROLL CALL VOTE

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

Motion passed: 4-0

Motion to adopt ordinance

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

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

Motion passed: 4-0

4. RESOLUTION TO ADOPT A POLICY TO GOVERN REMOTE PARTICIPATION IN TOWN COUNCIL MEETINGS BY MEMBERS UNABLE TO ATTEND DUE TO AN EMERGENCY OR PERSONAL MATTER

The Town does not currently have a policy to allow any type of remote participation for Town Council meetings and several other localities have adopted such policies to allow for emergency coverage. The purpose of this resolution is to allow for such need.

RECOMMENDATION: Adopt resolution

Angela Carper, Clerk, read the resolution. Councilman Irvine asked if the policy will apply to work sessions and closed sessions as well. Mrs. Burcham advised that as per the Town Attorney, the policy will apply to any Council meeting and that typically there would not be a closed session without either a work session or regular meeting.

Motion to adopt resolution

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

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

Motion passed: 4-0

5. ORDINANCE AMENDING THE CODE OF ORDINANCES TO RENAME THE INDUSTRIAL DEVELOPMENT AUTHORITY (IDA) OF THE TOWN TO THE ECONOMIC DEVELOPMENT AUTHORITY (EDA)

Town Council has determined that the purpose of the Board has now changed to a more broad economic focus rather than only their previous limited industrial focus and thus would like to make the name change to reflect that purpose.

RECOMMENDATION: Proceed to second reading

Angela Carper, Clerk, read the ordinance and without further comment it will appear at the January 12, 2016 meeting for second reading and adoption.

6. DEPARTMENT REPORTS

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

RECOMMENDATION: Accept reports

Motion to accept reports as presented

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

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

Motion passed: 4-0

INFORMATION

Town offices will be closed on Thursday, December 24, and Friday, December 25, 2015 in observance of the Christmas Holiday and again on Friday, January 1, 2016 for New Year's Day.

MANAGER'S COMMENTS

Mrs. Burcham mentioned the parade and stated that it was the longest parade to date since she's been in the Town. She also mentioned the Women's Club Holiday Home Tour and thanked everyone involved with each. She stated that we are now past the annual leaf collection and have gone back to regular bulk and brush pickups and reminded everyone that pickups must be scheduled by calling in to Public Works.

Mrs. Burcham mentioned the nuisance dog ordinance and some complaints that have been stated regarding people not cleaning up after their animals on private property. She stated that all police officers now have plastic bags that they will offer as a good faith gesture to people they see out with their pets in an effort to encourage them to clean up after their animals. She stated that she hopes this will be a positive effort and that if people are seen not cleaning up their pets on town property after being warned, they will be ticketed. Unfortunately, the problem on private property cannot be addressed in this manner.

Mrs. Burcham advised that it pleases her to announce that they are paving on Roxbury Street and encourages everyone to please be mindful of the efforts to improve the area and that when finished will result in a much better surface to drive on. She encouraged everyone to ride up and have a look at the improvements in the area.

UPCOMING EVENTS

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, DECEMBER 18, 2015, 7 PM

CLIFTON FORGE PUBLIC LIBRARY

**FROZEN CHRISTMAS PARTY (CHILDREN AGES 3-12)—MONDAY,
DECEMBER 14, 2015, 11AM-12PM**

PRESCHOOL STORY TIME—TUESDAY, DECEMBER 15, 2015, 11 AM-Noon

LOA AREA AGENCY ON AGING

**DINERS CLUB—EVERY TUESDAY 11 AM – 2 PM at Scott Hill Retirement
Community**

Weekly lunch & Activity presented by LOA Area Agency on Aging, for information or to become a member, contact Margaret Ryan at 862-0858.

PUBLIC COMMENTS

Richard Shull presented a report for the Armory Committee. He provided the stats for the area basketball games held as well as practices. He stated that the armory was also used for 9 private parties, a fund raiser for the Jefferson High School Reunion, a fund raiser for the Iron Gate Fire Department, used by the Masonic to help with their Halloween activities, and last was used by a circus which caused damage to the facility that he is having an insurance adjustor come out to take a report later in the week.

Councilwoman Roberts thanked the Committee for not allowing closing of the building and stated that the Armory is a real asset to the Town. She asked about the specific damages done by the circus. Mr. Shull advised that there were gouges in the new floor and that the electrical box was damaged and left with exposed wiring. He stated that the circus made a total of \$16K and the Armory only \$100.

Vice Mayor Hillert thanked Mr. Shull for the report and asked that they receive reports on a regular basis. She wished him Happy Holidays.

Lidia Griffin of 301 W. Ridgeway, Scott Hill Retirement stated that she would first like to present Council with a petition of 134 signatures in support of more stops for the Radar Bus route. She stated that people with debilitating medical conditions are having trouble getting on and off the bus in certain places and aren't able to walk to

other stops if they miss one and that she doesn't understand why the bus cannot stop at all places needed.

Mrs. Burcham advised that the signs and stops are set by an agreement between Radar and our Police Chief and are placed for the best possible traffic and safety options. She advised that the bus is not intended to be a door to door stop and that the issue will first need to be addressed with Radar Transportation which she will be glad to do or have the Police Chief contact them to discuss.

Sharon, another resident of Scott Hill who was asked by Ms. Griffin to speak, stated that she does not understand why the Town has objected to the bus stopping at certain places and that to make some of the users of the bus walk is impossible for some. She stated that it scares her and that she doesn't want to lose the bus. She stated that she has ridden since 2006 and that she will be using the Radar bus to travel to Dr. May's office tomorrow. She stated that with so many disabled, she just doesn't understand why it has to be like it is and that the driver tries to help but the Town is preventing him from stopping in certain places.

Vice Mayor Hillert advised that we have not previously heard any objections or issues with the bus and that the Town Manager had already stated that she would look into it with the folks at Radar.

Mrs. Burcham advised that she is not aware of any stops that have been changed other than the one at Town Hall in which the bus was asked to not stop in front, but to actually pull into the lot so as not to impede traffic going down Main Street or into the lot itself and that she has not heard any complaints up to this point. She advised that the businesses in Town do not get to decide where or when the bus will stop and that that decision is made from between the Police Department and the representative from Radar so as best to suit the needs of the majority of the users without having any traffic or safety issues. Once again, she stated that she would investigate and get back to them once she has an answer.

Councilwoman Roberts asked to clarify that the decisions made have been by Radar. Mrs. Burcham advised that is correct, in conjunction with the Police Chief to aid in traffic flow and provide the best safety.

Councilman Irvine asked if there have been any other changes. Mrs. Burcham stated that stops have actually been added since years past and that she isn't aware of any other changes, or as she stated earlier, any complaints up to this point.

Diana Kling Smith mentioned the vintage ornament sale being conducted by the Friends of the Library and encourages everyone to visit the Library and to join the Friends. She wished everyone a Merry Christmas and Happy New Years.

C. A. Ray of Spring Street thanked Council and the Town Manager for resolving an issue with bleeding tar in front of his property that he has been dealing with for over 25 years. He stated that even though this was the first time they had heard about the complaint, it was taken care of and resolved within 60 days and he appreciates it greatly. Mr. Ray wished everyone Happy Holidays.

COUNCIL COMMENTS

Councilman Irvine thanked everyone for coming and congratulated Mr. Bennett on his new business. He wished everyone a very Happy Christmas and New Year's.

Councilwoman Roberts thanked Marla for coming to the meeting and then provided a brief report on the Roxbury project. She stated that the last meeting was held on November 19 and the Earl Labonte, Public Works Director, reported that the drainage repairs are complete, sewer and water lines are complete from Milk Street to Anna and that the old main has now been turned off. He also reported that once the remaining 250' of water main is completed on Anna, the service will then be transferred over to the new lines. Mrs. Roberts reported that as stated earlier by Mrs. Burcham, milling and paving is in the works as well. She stated that there are no new rehabilitations or new constructions to report but that the new construction at 236 Roxbury is complete and the family has now moved back into the home. She advised that the second demolition is complete and the lot is ready for rebuild. Mrs. Roberts advised that the December 7 meeting has been cancelled and the next meeting is January 20, 2016.

Councilman Umstead thanked everyone for coming and thanked everyone for the positive feedback. He stated that Roxbury Street is coming along nicely and is a nice, quiet, wonderful neighborhood. He wished everyone a Merry Christmas and stated that he hopes everyone enjoys it as much as he does.

Vice Mayor Hillert thanked everyone for coming and stated that the next meeting will be held on January 12th and she hopes to see everyone there!

Motion to adjourn

TIME: 8:30

Motion made by: Councilman Umstead

Motion seconded by: Councilwoman Roberts

ROLL CALL VOTE

Councilman Irvine Aye

Councilman Umstead Aye

Councilwoman Roberts Aye

Councilwoman Hillert Aye

Motion passed: 4-0