



TOWN OF CLIFTON FORGE

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**COUNCIL MINUTES
TOWN OF CLIFTON FORGE, VIRGINIA
7:00 P.M. TUESDAY, FEBRUARY 9, 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 7:03 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.

PRESENTATIONS

Clifton Forge Main Street Award Presentation and Update—Debbie Strott and Mott Atherholt

Mrs. Atherholt began by introducing Dr. Backels and stating that this year's upcoming Stars and Stripes program is going to be another great one! She stated that the theme of this year will focus on the Pacific Theatre battles. She also stated that the "Ladies of Liberty" group will return this year. She then advised that the real reason she was there was to present the "Volunteer of the Year" award to Dr. Backels for all of his work and dedication to the Stars and Stripes program, Clifton Forge Main Street, and

the Town. Dr. Backels stated that he grew up with grandparents that were born in the 1890's so he had heard first hand stories of the "old country" and how great it was. He thanked everyone for the award.

Debby Strott followed suit and presented the "Storefront of the Year" award to Jenny and Dave Oeltjen for Livy's Closet. Mrs. Oeltjen thanked everyone for the award and thanked the Town for allowing them to have their store. Debby presented a second place award to Erin at the Flower Center. Erin, her husband, and son were in the audience to receive the plaque. Third place was given to Brad Spears for Northwest TruValue Hardware. Mr. Spears stated he appreciates the award and thanked the Town for support.

Masonic Theatre Update—Meade Snyder

Mr. Snyder thanked Council for allowing an update on the Masonic and complimented the Town on the recently remodeled Council chambers. He announced that construction efforts continue at the Theatre and are progressing well. John Hillert facilitated a slideshow presentation on the renovations showing some before and after photos of the different areas in both the Theatre and in the old Industrial Loan building next door which will now serve as part of the Theatre (A copy of the presentation is attached). Mr. Snyder advised that they have hired a new Executive Director for the Theatre, Jeff Stern, and that with his experience and attention to detail he is sure to be a great asset. In closing, Mr. Snyder stated that the Theatre is a great resource to the Town and that it is the oldest operating Theatre in the State of Virginia. He mentioned filing for historic tax credits and stated that the new elements being introduced to the Theatre are going to provide comfort for visitors, a great performance venue, a community facility with a lot of meeting and banquet space available that can even be used for weddings, birthday celebrations, or fit to meet any need. He stated that continued support will be needed to assist with operating costs and that all of the help and support that the Town and community has provided thus far is greatly appreciated, both morale and financial support, and leadership. He mentioned that the Grand Opening will be held the first week of July and will offer a lot of different events, tours, and fun for the whole community.

Mayor Brinkley stated that he feels this is the greatest event in the Town in his lifetime and is proud to see it taking shape. He stated that a debt of gratitude is owed to all that have been a part of the process in making it happen.

Councilwoman Roberts asked Mr. Snyder to confirm that the support he is requesting and mentioning from the Town is not to cover any debt on the building, only to

continue with operating costs such as utilities, supplies, etc. Mr. Snyder stated that all debt for the building has been covered through the Federal and State grants, New Market Credits, donors, and other small grants and funding and that there is no long term debt involved with the building renovations; however, ongoing support will be required for operating costs and any further donations that are received will be put toward operations.

Vice Mayor Hillert mentioned that in addition to the Grand Opening, there will be a “soft opening” in late May to allow the community to get a feel for what will be offered and available and to test all of the new equipment. She stated that the Grand Opening will, as Mr. Snyder advised, host a multitude of events, including tours and films on Sunday, all leading up to the Fourth of July Stars and Stripes event!

CONSENT AGENDA

1. MINUTES January 26, 2016

RECOMMENDATION: Approve minutes from January 26, 2016

Motion to approve minutes

Motion made by: Vice Mayor Hillert

Seconded by: Councilman Umstead

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. RESOLUTION TO AUTHORIZE SIGNATURES

A resolution authorizing the Mayor and Town Manager to execute any documents needed in connection with the pending legal matter between the Town and Allegheny County has been requested by our legal counsel.

RESOLUTION: Adopt resolution

Angela Carper, Clerk, read the resolution. Councilman Irvine asked to clarify that the resolution only gave permission for the Mayor and the Town Manager to sign any documents needed and not to eliminate the Council on any decisions. Mrs. Burcham advised that would be correct and that it is required in order to address any question in the future related to legal requirements.

Motion to adopt resolution

Motion made by: Councilwoman Roberts

Seconded by: Vice Mayor Hillert

ROLL CALL VOTE

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

Motion passed: 5-0

3. REQUEST FOR “SHORTEST ST. PATRICK’S DAY PARADE IN VIRGINIA”—CLIFTON FORGE MAIN STREET

The Board of Clifton Forge Main Street requests permission to hold the “Shortest St. Patrick’s Day Parade in Virginia” on March 17, 2016, from Bannon’s Irish Inn at 411 E. Ridgeway St. to Jack Mason’s Tavern at 400 E. Ridgeway St and to mark each side of the crosswalk with washable paint. The parade will begin at approximately 5 PM and it is anticipated there will be 50-100 people in attendance.

RECOMMENDATION: Grant permission

Mayor Brinkley asked Mrs. Atherholt if she would like to add anything and she stated that the event may actually be the World’s shortest parade. She advised that the event this year will again include the “ugliest knees” competition, a fiddler, Celtic songs, and bagpipes! Mrs. Burcham advised that Council had been provided a copy of an updated letter requesting to also use the Loope Street parking area to provide a couple of pop-up tents for everyone to gather instead of using the sidewalk, as in the past so as to prevent any issues with traffic and blocking the sidewalk for other visitors.

Motion to grant request for parade and use of Loope Street parking area

Motion made by: Councilman Irvine

Seconded by: Councilwoman Roberts

ROLL CALL VOTE

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

Motion passed: 5-0

INFORMATION

Town offices will be closed on Monday, February 15, 2016 in observance of George Washington Day.

A representative from Congressman Griffith's office will be available in the Armstrong Room at the Library from 10 AM – 12 Noon on Thursday, February 18, 2016 and March 17, 2016.

MANAGER'S COMMENTS

Mrs. Burcham advised that she had no comments, but in case anyone saw her out and wondered about her limping or shoes. She is wearing bedroom shoes because she is currently undergoing a treatment on her foot and is in some amount of pain and those shoes are the only ones she can tolerate at this time.

UPCOMING EVENTS

ALLEGHANY HIGHLANDS ARTS AND CRAFTS CENTER

BEER AND BRATS FOR MEN ONLY—FRIDAY, FEBRUARY 5, 6-8 PM

RECEPTION FOR AREA ARTIST CHUCK ALMAREZ—FRIDAY, FEBRUARY 12, 2016, 7 PM

PICASSO DIVA'S NIGHT—WEDNESDAY, FEBRUARY 24, 2016, 6-8 PM

ART OF CHOCOLATE FESTIVAL AT THE ARMORY—SATURDAY, MARCH 19, 2016, 11:30 AM – 3:30 PM

CLIFTON FORGE SCHOOL OF THE ARTS

JAMMIN AT THE MILL—FRIDAY, FEBRUARY 19, 2016, 7 PM

CLIFTON FORGE PUBLIC LIBRARY

PRESCHOOL STORY TIME—TUESDAY, FEBRUARY 16, 2016, 11AM – 12PM

**DR. GEUSS PARTY (END OF WINTER READING PROGRAM)—
THURSDAY, MARCH 10, 2016, 4:30-6 PM**

CLIFTON FORGE MAIN STREET

**SHORTEST ST. PATRICK’S DAY PARADE IN VIRGINIA—THURSDAY,
MARCH 17, 2016, 5 PM**

PUBLIC COMMENTS

Rick LeBleu stated that he had read the article in the newspaper about the pending lawsuit between the County and Town. He stated that he would like to ask Council to please consider, regardless of what happens, keeping the citizens informed so there is no question. He stated that he hopes that there is no issue but just asks that the Town be forthright with information and keep the citizens in mind with rates, etc.

COUNCIL COMMENTS

Councilman Irvine thanked everyone for coming and thanked Mr. Snyder and Mr. Hillert for the presentation on the Masonic and urged everyone to support the Theatre.

Councilwoman Roberts stated that she would like to extend gratitude to Clifton Forge Main Street for all that they do in the Town and thanked Dr. Backels for the greatest 4th of July celebration she has ever seen! She stated that this year with the events at the Theatre and the celebration all in the same week it is going to be great! She congratulated Jenny Oeltjen and the others on their awards and thanked Mr. Snyder for a masterful job!

Councilman Umstead stated that he is excited for the opening of the Theatre and all that it will offer the community. He thanked Clifton Forge Main Street and Dr.

Backels and stated that this is truly a wonderful community and that the things being done are definitely a labor of love.

Vice Mayor Hillert thanked everyone for their presentations and stated that the Theatre renovation is a monumental achievement in a rather short period of time. She thanked Dr. Backels for everything he does for the Stars and Stripes Celebration for the Town, and congratulated Jenny Oeltjen and the other winners of the Main Street awards.

Mayor Brinkley thanked Mr. LeBleu for his concern and for the way he chose to address it. Mr. Brinkley stated that he appreciates all of the hard work being done by everyone and that he is glad to see all of the continued progress. He stated that the Town is always on the move! . (A concerned citizen in the audience offered a prayer for Mr. Brinkley and he thanked him.)

**CLOSED SESSION – PURSUANT TO SECTION CHAPTER 2.2-3711 A-3
REAL ESTATE**

Motion made by: Councilwoman Roberts **TIME:** 8:00 PM

Seconded by: Councilman Irvine

ROLL CALL VOTE

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

Motion passed: 5-0

Motion to return to open session **TIME:** 8:23 PM

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 certify only indicated items were discussed

Motion made by: Councilwoman Roberts

Seconded by: Councilman Umstead

ROLL CALL VOTE

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

Motion passed: 5-0

Council discussed Mr. Harlow’s counter offer in response to the offer on his property and the issue of Little League signage on the fence at Linden Park.

To avoid additional legal costs, Council agreed that staff could install a lateral on Mr. Harlow’s adjacent property which is currently illegally connected to the other lateral.

In response to the Little League’s request to place advertising banners on the fence, Council agreed that signs of a uniform size could be placed on the fence ONLY during the baseball season.

**Motion to recess to a work session on February 16, at 7 PM in the Houff
Conference Room** **TIME: 8:50 PM**

Motion made by: Councilwoman Roberts

Seconded by: Councilman Irvine

ROLL CALL VOTE

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

Motion passed: 5-0