



TOWN OF CLIFTON FORGE

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WORK SESSION AGENDA TOWN OF CLIFTON FORGE, VIRGINIA 7:00 P.M. TUESDAY, SEPTEMBER 22, 2020 Via Teleconference Following Instructions Below**

Keep in mind that while the meeting is open to the public, a work session is strictly a working meeting for Council discussion and does not allow for public comment.

**Anyone wishing to join the teleconference should do so by dialing 863-3083 and entering the conference code 114870 followed by # when prompted.*

You will be then be prompted to state your name. At that time, please state your name and address followed by # and you will be placed in the conference queue.

1. Discussion of holding in-person meetings

At the request of some members of Town Council and members of the public and from some questions asked at the most recent Town Council meeting, there is a request to return to in-person meetings and there seemed to be some confusion as to the requirements to allow that to happen. To address those concerns and provide Council with information to aid in discussion, the Town Manager's office is providing the information attached to clarify the regulations required and information provided by the County as to how they have followed the process to host their meetings.

2. Discussion of the Agreement between the Armory Committee and Town

After discussion at the most recent Town Council meetings and those in the past, Town Council requested this item be included for discussion. Copies of the agreement, reports, and other documents have been provided previously.

Angela Carper

Subject:

FW: Re:

From: cathy.stephens@governor.virginia.gov <cathy.stephens@governor.virginia.gov> **On Behalf Of** Commerce and Trade, Secretary of
Sent: Friday, September 11, 2020 2:12 PM
To: Angela Carper <ACarper@cliftonforgeva.gov>
Subject: Re:

Dear Angela: You are allowed to hold in-person council meetings. You must adhere to the 6 feet social distancing and wearing face coverings. If you don't think you can accommodate the number of persons who would attend and still maintain the required distancing, then you may need to hold virtual meetings.

Regards, Cathy

On Thu, Sep 10, 2020 at 2:58 PM VDH-constituent_mail, rr <vdh-constituent_mail@vdh.virginia.gov> wrote:

Good afternoon,

Forwarding for a response as it relates to interpretation of the Executive Orders application on government business.

Thanks,
Alex

----- Forwarded message -----

From: Angela Carper <ACarper@cliftonforgeva.gov>

Date: Wed, Sep 9, 2020 at 11:48 AM

Subject:

To: healthandhumanresources@governor.virginia.gov <healthandhumanresources@governor.virginia.gov>

Hello! I am writing to you as the Clerk for the Town of Clifton Forge. We have been holding our Town Council meetings via teleconference since the COVID-19 pandemic struck our state, but have recently been receiving some feedback from members and those in the public wishing for us to return to physical meetings.

There seems to be some confusion regarding safeguards in place currently for meeting such as those of the Town Council (Government) and I am hoping that you may be able to help me with some information to assist in helping to ease some of that confusion. The questions being posed to me are asking if the safeguards in place such as the requirements for social distancing apply to Government meetings and if limitations on the number being allowed due to the limits placed by social distancing apply or are we required to have unlimited public attendance due to it being governmental. We understand that the state of emergency is not meant to "hinder" government operations and are not trying to do that in any way, but at the same time, we do not want to allow the public to attend and not set a good example for a safe environment.

We want to make sure we provide a safe environment and do not want to let the want to meet physically outweigh the risks involved to keep both staff and those attending from the public COVID free so any help or assistance you can offer is greatly appreciated.

Information provided by Alleghany County for their meeting procedures:

The Board has held zoom meetings (with some Board members in person and some zooming in) since its April meeting. Public was allowed in the building for the meetings (at that time there was a maximum of 10 for social gatherings) and a public zoom link was sent out to the media to announce/publish stating "Due to the limitations on public assembly, some Board members will be in attendance and others will be joining the meeting by Zoom. Total attendance will be limited to 10 in the room. The following is a link for the public to view the meeting or they can listen via telephone...."

When social gatherings went up to 50 (per the Governor) in July, we spaced out the room to see how many persons could be allowed in the room with social distancing, eliminated the public Zoom link, and we could allow 35 in our Board Room (including Board and staff).