



## TOWN OF CLIFTON FORGE

547 MAIN STREET · P. O. BOX 631  
CLIFTON FORGE, VIRGINIA 24422  
(540) 863-2500 / 2501 · FAX (540) 863-2534

**TOWN COUNCIL AGENDA  
TOWN OF CLIFTON FORGE, VIRGINIA  
TUESDAY, MAY 9, 2023, AT 7:00PM  
CLIFTON FORGE TOWN COUNCIL CHAMBERS  
547 MAIN STREET**

### **PLEDGE OF ALLEGIANCE**

### **PRESENTATION:**

❖ Mayors Citizens Recognition Award

*Jeff Irvine recognized Deborah West at the Clifton Forge Food Pantry for all her hard work and dedication to the Town and her duties at the Food Pantry. Unfortunately, Deborah didn't attend the meeting but Mayor Irvine plans to present the award at a later date.*

**\*Vote to amend the agenda for May 9<sup>th</sup>, 2023.**

Motion to approve: Councilwoman Laudermilk

Seconded by: Councilman Nicely

Councilman Nicely - Yes

Councilman Wolfe - Yes

Councilwoman Laudermilk - Yes

Vice Mayor Burdette - Yes

Mayor Irvine - Yes

*Chuck read out to the Town Council about the 3 grants that were received this morning. The first grant was for \$135,500.00 for the Eastern Gateway Renewal Project. The Second was \$10,000.00 for the Stone House Building*

*upgrades. Last but not least the Allegheny Foundation initiated an additional grant for the Supplemental Revitalization Efforts to upgrade the properties on the 600 Block for \$65,000.00.*

## **1. MINUTES**

### **A) Council Meeting**

**April 11, 2023**

**RECOMMENDATIONS:** Approve the minutes for April 11, 2023

Motion to approve: Councilman Nicely  
Seconded by: Vice Mayor Burdette

Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Lauder milk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

## **2. ACTION ITEMS**

### **A) DEPARTMENT REPORTS**

- Code Enforcement
- Police Department
- Public Works
- Library
- Water Plant
- Fire Department

**RECOMMENDATION:** Approve the reports as submitted and written.

Motion to approve: Vice Mayor Burdette  
Seconded by: Councilwoman Laudermilk

Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Laudermilk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

**B)** CFMS requests permission to use Commercial St. Between ACE and PrimisBank as in previous years for the Downtown Market that will be held on Thursdays from 3:30pm – 6:30pm, with setup starting at 2:45pm, beginning June 1<sup>st</sup> and ending September 7<sup>th</sup> with an additional market on Tuesday, July 4<sup>th</sup> on PrimisBank lot from 9:30am-2:30pm.

**RECOMMENDATION:** Approve the request as written

Motion to approve: Councilwoman Laudermilk  
Seconded by: Councilman Wolfe  
Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Laudermilk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

**C)** CFMS is asking permission to hold the annual Stars and Stripes on Monday July 3<sup>rd</sup> at C&O Heritage Center starting at 4pm with fireworks to take place at dusk on Tuesday July 4<sup>th</sup> for the annual parade from the 400 block of E. Ridgeway Street to B street, lining up at 10:15am and the parade will start at 11am.

**RECOMMENDATION:** Approve the request

Motion to approve: Councilwoman Laudermilk  
Seconded by: Vice Mayor Burdette

Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Laudermilk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

**D)** Request to have a meeting on Tuesday, May 23<sup>rd</sup>, 2023.

**RECOMMENDATION:** Approve the request

Motion to approve: Councilman Nicely  
Seconded by: Councilwoman Laudermilk

Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Laudermilk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

**E)** The Town of Clifton Forge requests the closure of Ridgeway St. starting from Roxbury St. to Mountain Field Market for the Friday in the Forge event that will be held on the last Friday in the months of June, July, August, and September.

**RECOMMENDATION:** Approve the request

Motion to approve: Councilwoman Laudermilk  
Seconded by: Councilman Wolfe

Councilman Nicely - Yes  
Councilman Wolfe - Yes

Councilwoman Lauder milk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

**F)** The Town of Clifton Forge request the closure of Main St. from the point of PrimisBank to Commercial St. and Commercial St. to Ridgeway St. from 11am – 6pm for the Juneteenth Celebration held on June 19<sup>th</sup>.

**RECOMMENDATION:** Approve the request

Motion to approve: Vice Mayor Burdette  
Seconded by: Councilman Wolfe

Councilman Nicely - Yes  
Councilman Wolfe – Yes  
Councilwoman Lauder milk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

### **3. DISCUSSION ITEMS**

A) Possible appointments to the VML Committees – *Chuck read off the document from the VML about the different groups to join and council members voted then on who would partake in the different groups.*

### **4. MANAGERS COMMENTS**

*-First started by introducing Zac Wright from The Thrasher Group to discuss all the completed and soon to be completed projects. Zac mentioned how blessed the company is to work with Chuck and the Public Works team.*

*-The Town is still working on the utility cuts on McCormick and Main for major sewer issues. The start of the repair will be next Monday.*

- The hole around the Kiosk at Town Hall has been filled and completed.*
- Public Works received a new pickup truck and have another on the way.*
- The police department has two new Durangos that should be arriving in the next 2-3 weeks.*
- Mary Donnon, Courtney Howard, and Chuck met with Sam from Thrasher to take pictures and notes on all the properties to draw up a plan for the All-Abilities Park.*
- The Sensory Trail and Community Garden is complete, and the garden beds will be numbered tomorrow and each person that is renting will be notified. The ribbon cutting for the Smith Creek Trail will be tomorrow at 11:30am.*

## **5. PUBLIC COMMENTS**

*Teresa Gibson- She came to speak about the 78<sup>th</sup> Anniversary open house for the Clifton Forge EMS. She explained the process of becoming an EMT and how they are in need of volunteers. She explained she had been doing it for 37 years and during those years they have lost a lot of volunteers, especially during Covid. She encouraged anyone listening to attend the open house if anyone knows someone interested in being an EMT they are looking for volunteers.*

*Robbie Barber- Again, had questions on why the Town would not sell him the property he had asked about at the previous council meeting. Attorney, Jared Jenkins, mentioned that Mr. Barber was given the reasoning as to why the property was not for sale. Councilwoman Laudermilk asked Mr. Barber if he had followed through with the studies, he said he would have done to the property and Mr. Barber had not completed those. Robbie explained that he would speak with his financial advisor about what would best suit him. Councilwoman Laudermilk mentioned that Council would consider once the studies were completed. Jared Finished by stating*

*council would not consider selling until reports are completed. Mr. Barber finished with saying ok.*

## **6. COUNCIL COMMENTS**

*Councilwoman Laudermilk: Debbie started by thanking everyone including Zac from Thrasher, and Robbie Barber. She finished by thanking Chuck for all he does for the Town.*

*Councilman Nicely: Ben thanked everyone who spoke and then thanked Chuck for all his hard work for the Town.*

*Councilman Wolfe: Expressed his excitement about the Town receiving a grant for the Stone House Building. He then thanked Teresa for attending and sharing information about EMS and all the qualifications you need to be a member. He then thanked everyone for coming and Chuck for his hard work.*

*Vice Mayor Burdette: Thanked everyone for coming and sharing all the new information with Council. He also thanked Teresa for her many years of dedication. He then gave a big shout out to Chuck for the Grants that he had worked on getting for the Town. He finished by thanking everyone for coming.*

*Mayor Irvine: Thanked everyone for attending the meeting and thanked Teresa for her many years of service. He mentioned the Town has a lot of things going on and congratulated Public Works on the hard work they put in to not only the Town but the Community Garden and Sensory Trail. He finished by thanking everyone for coming out and speaking.*

***Councilwoman Laudermilk made a motion to go into closed session and Councilman Nicely seconded.***

Motion to approve: Councilwoman Laudermilk  
Seconded by: Councilman Nicely

Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Lauder milk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

## **7. CLOSED SESSION**

CLOSED SESSION PURSUANT TO SECTION 2.2-3711 REAL ESTATE  
BASED UPON A:3 AND SECTION 2.2-3711(A)(8) FOR  
CONSULTATION WITH LEGAL COUNSEL

## **8. RETURN TO OPEN SESSION**

Motion to approve: Councilman Nicely  
Seconded by: Councilman Wolfe

Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Lauder milk - Yes  
Vice Mayor Burdette – Yes  
Mayor Irvine – Yes

## **9. CERTIFY CLOSED SESSION**

Motion to approve: Councilman Nicely  
Seconded by: Councilwoman Lauder milk

Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Lauder milk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes



## **10. ADJOURNMENT**

Motion to approve: Councilwoman Laudermilk  
Seconded by: Councilman Wolfe

Councilman Nicely - Yes  
Councilman Wolfe - Yes  
Councilwoman Laudermilk - Yes  
Vice Mayor Burdette - Yes  
Mayor Irvine - Yes

## **11. UPCOMING EVENTS**

- ❖ CLIFTON FORGE SENSORY TRAIL RIBBON CUTTING

WEDNESDAY, MAY 10<sup>th</sup> at 11:30AM

SMITH CREEK TRAIL

- ❖ Alleghany Highlands Triathlon

May 20, 9:00am

Town of Clifton Forge

Join us on Saturday, May 20th, for a Fun 5K Run, 5 Mile Paddle and 10 Mile Bike in Clifton Forge, VA, the beautiful Alleghany Highlands.



**CALLED TOWN COUNCIL AGENDA  
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TUESDAY, MAY 23, 2023, AT 7:00PM  
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**ACTION ITEM**

*Town Manager, Chuck, mentioned the main reason for the called meeting was to discuss the budget but due to the newspaper changing the publishing dates and deadlines it wasn't in the paper in time, but it will be discussed at the next council meeting on June 13<sup>th</sup>.*

- A)** Hear a recommendation from the Planning Commission to renew and amend the 5-year Comprehensive plan.

**RECOMMENDATION:** Approve the recommendation

*Chairman Dennis McHenry spoke on behalf of the Planning Commission to discuss what they would like to accomplish. Chuck mentioned that the planning commission worked with Brian Hill to recover information on what changes to make to the Comprehensive Plan.*

Motion to approve: Councilwoman Lauder milk  
Seconded by: Councilman Nicely