



**TOWN COUNCIL AGENDA  
TOWN OF CLIFTON FORGE, VIRGINIA  
TUESDAY, OCTOBER 10, 2023, AT 7:00PM  
CLIFTON FORGE TOWN COUNCIL CHAMBERS  
547 MAIN STREET**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**PRESENTATION:**

- Mickey Bowyer and Glenn Perry on behalf of the Clifton Forge Shrine Club on the 2023 Fall Foliage Festival

*Mickey Bowyer presented the information on the 53<sup>rd</sup> Fall Foliage Festival and expressed his gratitude for the Town always allowing the Shriners to host. After a brief message Mickey thanked the council and sat down.*

**1. MINUTES**

**A) Council Meeting**

**September 12, 2023**

**RECOMMENDATIONS:** Approve the minutes for September 12, 2023

Motion to approve: Councilwoman Laudermilk  
Second by: Councilman Nicely

Councilman Nicely- Yes  
Councilman Wolfe- Yes  
Councilwoman Laudermilk- 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: Councilwoman Laudermilk  
Second by: Councilman Wolfe

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

- B)** Request from Clifton Forge Shrine Club to close the streets and provide the same level of support as in years past for the Clifton Forge Fall Foliage Festival.

**RECOMMENDATION:** Approve the request

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

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

**C)** Approval of the final concept for the redevelopment of the Jefferson School building.

**RECOMMENDATION:** Approve the design

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

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

### **3. DISCUSSION ITEMS**

- Relocation and design of the Clifton Forge Food Pantry.

*Chuck discussed the future development of the food pantry once the redevelopment of the school is close to being finished.*

- Preparing an RFP recruiting potential developers for the Jefferson School for the redevelopment project.

*Chuck explained to council that there have been 3 meetings to discuss the Jefferson project starting with touring the building, public meetings held on the front lawn consisting of 40-45 people, Maria from Hill Studio coming back with a better plan and ending with another School house front lawn meeting. If Town council approve Chuck to do the RFP recruiting, he will be able to move to the next step with the Jefferson School, Food pantry, and parking lot. This next step would consist of council approving to allow Chuck to reach out to 9 developers potentially interested in the project.*

*Mayor Irvine asked if the motion would like to be made to allow Chuck to recruit. Vice Mayor Burdette made the motion and Councilman Nicely seconded the vote.*

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

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

#### **4. MANAGERS COMMENTS**

*-Chuck spoke about the hard work the planning commission has been doing, meeting on a monthly basis to make improvements to the Comprehensive plan.*

*-Columbia Gas has done a great job cleaning up their mess and paving the areas once they have finished.*

*-Council and Chuck had just returned from the VML conference in Norfolk, VA. Chuck mentioned how great it was to see council interact with other members of different localities and the many different issues and from employment to general issues that are "normal" issues. Council managed to each take turns in different sessions to come back and share with the others. It was definitely an eye opener for council and Chuck as they realized everyone is all battling the same battle.*

## **5. PUBLIC COMMENTS**

*Pam Lightfoot- She spoke on behalf of the Clifton Forge Lions Club and introduced everything they have to offer. Pam said they not only sell ice cream but brooms to raise money to pay for eyeglasses and eye exams for those that need it.*

*Chuck asked if they still except eyeglasses and Pam confirmed they still except them.*

## **6. COUNCIL COMMENTS**

*Councilwoman Laudermilk- Debbie talked about how Council has been busy the last 3 days at the VML conference in Norfolk. She thanked Glen and Mickey for the Fall Festival information and Pam Lightfoot for the information on the Lions Club. She finished by thanking everyone for coming out to the meeting.*

*Councilman Nicely- Ben first thanked the members of the Clifton Forge Food pantry for all their hard work and dedication. He thanked Glenn and Mickey for coming and speaking on behalf of the Shriners for the Fall foliage festival. He mentioned how the Town is on the right track after learning many things at the VML conference.*

*Councilman Wolfe- Mentioned the Food pantry has done a great job providing for those that need it. He congratulated the Shriners on their 53<sup>d</sup> year of the Fall Festival. He expressed his excitement of the future of the Jefferson School and what a great asset it will be for the Town. He thanked those for coming to the meeting and finished by saying how blessed he was to serve on the Town Council.*

*Vice Mayor Burdette- He started by recognizing the three (3) organizations that were mentioned throughout the meeting. He thanked the Shriners, Food pantry helpers, and the Lions club attendees. He mentioned having a great experience with the Lions club, when he was young receiving glasses as a child with their help. He mentioned how great the community gatherings are for the Town and how thankful he is to be on Town Council.*

*Mayor Irvine- He started by thanking everyone who showed up to speak. He then mentioned having a great time at the VML conference where he learned many new ideas and information while on the trip. He finished by saying how Clifton Forge is on the right track to success and again thanked those who attended the meeting.*

Motion to approve: Councilman Nicely  
Second by: Councilwoman Laudermilk

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

## **7. CLOSED SESSION**

CLOSED SESSION PURSUANT TO SECTION 2.2-3711 REAL ESTATE  
BASED UPON CODE SECTION A:3, AND SECTION 2.2-3711 PERSONNEL  
BASED UPON CODE SECTION A:1

**8. RETURN TO OPEN SESSION**

Motion to approve: Councilwoman Lauder milk  
Second 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: Councilwoman Lauder milk  
Second by: Councilman Wolfe

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

**10. ADJOURNMENT**

Motion to approve: Councilwoman Lauder milk  
Second by: Councilman Wolfe

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

