



# TOWN OF GLASGOW, VIRGINIA



## MEMORANDUM

Malcolm “Shane” Watts  
Mayor, 2021

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Town Council:  
Andrea Bradley, 2021  
Barrett McFaddin, 2021

VACANT  
Aaron Britton, 2020  
Andy Ryan, 2020  
Sonny Williams, 2020

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Eric Pollitt  
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Jane Higginbotham  
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Date: March 17<sup>th</sup>, 2020  
From: Eric Pollitt – Town Manager  
To: Mayor & Council  
Subject: Emergency Meeting Coronavirus  
CC: Staff

Dear Mayor & Council,

This memorandum is my summary of the emergency meeting for the coronavirus. The first section is a summary of the water cut offs, followed by the second section car decals. 6:30pm.

### I. Water & Sewer Cut-Offs

- Mayor Watts suggested we should suspend water cut-offs until the state of emergency is lifted, including the ones on this week’s water cut-off list. This would allow people to use their money to purchase other goods and provide water to them to keep clean and wash their hands.
- Councilman Britton concurred stating how do we expect them to keep clean if we cut their water off.
- Town Manager agreed with the need for people to have access to sanitation. He stated he could see us implementing this in April once the economic effect of the pandemic is felt throughout the community and country.
- Town Manager Pollitt went on to discuss the people on the cut-off list are late on their February bills and delinquent on their January and December bills. It is usually the same group of residents, while their inability or unwillingness to pay doesn’t have to do with any financial impacts from the coronavirus yet.
- Cut-offs are started in the middle of the week with at least 2 business days before 4:30pm Friday before the weekend. This allows them enough time to gather money either from their savings or through social service organizations, preventing them from going into the weekend without water. It is very rare someone goes into the weekend without water.
- Town Manager identified VA Power and City of Lexington as other organizations who are going to postpone cut-offs. The biggest fear is the



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unknown of how long this will go on and if we don't collect on these people now who are not impacted financially from the coronavirus. When it is June and these people are 6 months delinquent it will cause serious financial problems. Our list from this point forward is only going to grow because of the pandemic. He stated he would like to see this take place in April to try and collect while we can.

- Councilman Ryan commented they shouldn't be getting free water and should pay in full once the pandemic is over. Also, that we shouldn't announce it to the world either if we go through with this, because residents will start to not pay at all. No one should have any excuses for not paying their water once the rumored stimulus checks are mailed out.
- Councilman Britton proposed we do not announce the suspension of cut-offs and delay the cut-off 10 business days after Rockbridge County lifts the local state of emergency.
- Councilman Williams stated we should still send notices in the meantime, so people don't make excuses once the state of emergency is lifted.
- Councilman Ryan said if they do not pay in full and we cut the water off, we should charge reconnection fees too.

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**Motion** by Aaron Britton and **Seconded** by Sonny Williams Temporarily suspend cut-offs until county declared state of emergency is over and customers must pay a reconnection fee if not paid in full in 10 business days after the local emergency is lifted.

Voice Vote 4-0

S. Williams – Yes

A. Ryan – Yes

A. Britton – Yes

A. Bradley – Yes

## II. Vehicle Decals

- Town Manager stated the reason why he changed when the decals will be due from April 15<sup>th</sup> to April 1<sup>st</sup> are because of previous trends with residents when they come in to buy them and potential of the pandemic peaking. The Town gives 45 days traditionally, and moving to the April 1<sup>st</sup> give residents 30 days to pay.
- After speaking with Senior Administrative Assistant Jane Higginbotham, residents usually wait until the last week to come in and purchase the decals. Lines are out the door typically and most of these people also pay their personal property taxes too at the time, because the penalty is so small.
- The Town Manager's fear is if we do not get these people in here soon to pay the peak of pandemic will hit. Once it hits we don't know what will happen. Will people be allowed to travel? What will the economic impact be in a month? Will we be open?
- The Town Manager addressed the Council with his concerns over cash flow if we push this out or keep it at April 15<sup>th</sup> and if we don't enforce the water cut-offs.
- Councilman Ryan asked about how do we get registrations to Town Hall to process? He also stated his concerns with access because of limited hours for people to come in and renew.



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- The Town Manager said copies of current registration can be left in the drop box and decals can be mailed to residents.
  - No motion was made on this topic.

**Motion** by Sonny Williams and **Seconded** by Aaron Britton to adjourn.

With no further business, Mayor Shane Watts adjourned the meeting at 6:43 PM.