

February 8, 2022

CALL TO ORDER

Mayor Scott Martin called the regular meeting of the Lawrenceville Town Council to order at 7:00 p.m. on February 8, 2022.

ROLL CALL

Roll was called. Present: Mayor Scott Martin; Council Members H. B. Brockwell, Jr., Dora Hardy, Robert F. Pecht, III, Alice Talbert, Teya Whitehead and Anne Williams.

Absent: Town Attorney, W. C. Outten, Jr.

Mrs. Joyce Bland passed away on January 15, 2022. She had served on Town Council since September 1992.

Also present: Town Manager, Everette Gibson, Town Clerk, Wanda Johnson, Police Chief, John Stith, Brian Glover, Joshua Capps, Kimberly Martin, Justin Thomas, Leonard Rose, Alfreda J. Reynolds, Mike Dotti, citizens and the press.

PLEDGE OF ALLEGIANCE

Police Chief John Stith led the Pledge of Allegiance.

APPROVAL OF MINUTES

On motion by Mrs. Talbert, seconded by Mr. Pecht and carried by all ayes, Town Council voted to approve the minutes of the regular meeting on January 11, 2022, as received, suspend the reading and file.

APPROVAL OF AGENDA

On motion by Mr. Brockwell, seconded by Mrs. Talbert and carried by all ayes, Town Council voted to approve the agenda as presented.

RECOGNITION OF CITIZENS

Leonard Rose shared that they are working to get documents straight for Saint Paul's University. The buildings will have to be repaired.

LAWRENCEVILLE EDA

The minutes of the February 1, 2022, EDA meeting are in the packet.

EDA APPOINTMENTS

On motion by Mr. Pecht, seconded by Mr. Brockwell and carried by all ayes, Town Council voted to reappoint Wendy Wright and Shawn Lucy to the Lawrenceville EDA, each for a term of four years expiring March 2026.

MAYOR'S REPORT

Mayor Martin reported we are still seeking water/sewer operator applicants. The Town is seeking landscaping bids and also bids for a stationary generator. Mayor Martin has received

updates from Chief Thomas regarding the fire trucks. There was a good turnout for the Brunswick stew fundraiser. Bar 9 will be opening soon at the former POPS location. Please support our local merchants. Mayor Martin commented we were sad to hear of the passing of Mrs. Bland. She will not be forgotten, she will be missed. The Town appreciates her service to the Town and community.

REPORT OF TOWN ATTORNEY

There was no report.

REPORT OF THE TREASURER CONSIDERATION OF ACCOUNTS

Mrs. Johnson reported the bills total \$96,766.38. On a motion by Mr. Pecht, seconded by Mr. Brockwell and carried by all ayes, Town Council voted to pay the bills in the amount of \$96,766.38 and post to the proper accounts.

REPORT OF TOWN MANAGER VDOT SIDEWALK PROJECTS 11869 AND 11870

Two engineering firms submitted bids and were interviewed by the Town and SPDC for the sidewalk projects. The successful bidders have not been announced yet. Construction under the contract that has already been awarded is expected to begin mid-March.

PROJECTS LIST

The potential grant funding projects and current project list are in the agenda packet.

BUSINESS ADVISORY GROUP MEETING

The Business Group Meeting was held on February 26, 2022. It was moved to Elm Acres due to a heating problem at the Southern States building. Ten individuals attended and took part in the networking opportunity. Randy Lynch presented water and wastewater information. Kimberly Martin presented the e-book. Mrs. Martin shared pictures that were taken at the event.

LAWRENCEVILLE REVITALIZATION STAKEHOLDER MEETING

The Town of Lawrenceville, County of Brunswick EDA, IDA and SPC4Life have met many times to learn more about SPC4Life's plan for the rebirth of Saint Paul's. They are looking for funding for different projects and getting education at Saint Paul's back up and running. They shared their vision of how revitalization and educational demands coincide.

VDH FUNDING MEETING UPDATE

Mr. Gibson has met with VDH representatives to identify work that needs to be completed regarding disinfection byproducts. The Town may qualify for a free fluoride station funded by the American Dental Association.

GRANT MANAGEMENT WORKSHOP PARTICIPATION

Mr. Gibson and Mrs. Martin participated in the DHCD Grant Management Workshop January 19-21, 2022. This was suggested to learn about grant and funding opportunities.

WATER/SEWER DISCONNECTS

Information was provided to council in February regarding a plan to resume utility disconnects. There have not been water cutoffs during COVID 19 and state mandates regarding disconnects. The state mandates have been lifted. Town Council advised to wait until the March meeting for a decision. Mr. Gibson reported that the office has worked on an outline and payment agreement plan for delinquent utility accounts. Cut offs will resume on March 15, 2022. Delinquent utility bills must be paid by 5:00 p.m. on Monday, March 14, 2022, to avoid disconnection of utility service on Tuesday, March 15, 2022. The cut on fee of \$25.00 will be imposed if payment is not received by 5:00 p.m. on Monday, March 14, 2022. Payment agreements may be made for delinquent utility bills based on a 12-month plan. To be eligible, the payment agreement delinquent balance must be over \$500.00. The customer must pay both the current bill and payment plan agreement amount monthly. Both payments are due each month on the 22nd. If payments are not made by the 22nd of each month, the customer will be turned off and the payment plan is void and all balances must be paid in full. Mr. Gibson recommended that Town Council approve the plan. On motion by Mr. Pecht, seconded by Mr. Brockwell and carried by all ayes, Town Council voted to approve and adopt the utility disconnect plan as presented. The disconnect information will be shared by sending out calls and placing information on the website and in the newspaper. Customers have received bills all along and are aware of account balances.

EASTER EGG HUNT

Mr. Martin reported that Mrs. Martin is working on the first annual Easter Egg Hunt. It will be held on April 16, 2022, at the old Southern States Turntable Park.

FINANCE COMMITTEE

Mr. Pecht reported that we have received a draft of the audit. Mr. Outten submitted his letter yesterday. Mr. Pecht and Mr. Gibson updated the MD&A. We should receive the final audit report any day now and will deliver it to council members as soon as possible. The monthly financial statement is in the packet. We are running ahead of last year. Budget requests need to be submitted. A draft budget must be presented and tentatively adopted in April in order to schedule a public hearing in May. The budget is formally adopted in June.

FIRE AND EMERGENCY SERVICES

The fire department responded to 16 calls in January. Of the 16, 5 were in the town limits and 11 were outside the town limits. Also, 10 were in the LVFD First Due area, with 6 being mutual aid to other agencies. Approximately 65 man hours were expended.

LVFD UPDATE

Chief Thomas reported they are working with the ESAB on a project for a stationary generator for this building to run the fire department, police department and town office. Quotes are needed for the generator. He asked that council members contact the supervisors and show support for the generator. The air packs should be completed and back in service by February 27th. The turnout gear is now expected to arrive in mid-March. The ladder truck is at Atlantic for another 30-45 days. Engine 7 should be repaired and back in service in about 30 days. A Zodiac fire and rescue boat and trailer have been purchased for use in the town and county. The LVFD is working with the ESAB seeking 100% tax relief incentive for all the volunteer fire

department members from the County. He would like to discuss this with Council as well. A stew fundraiser was held last Saturday.

PERSONNEL

Mr. Brockwell reported the positions open to be filled report is in the packet. Sometimes we are not competitive enough to attract experienced applicants. The committee met to review the existing salaries and fringe benefits. They will be working with a consultant to review the salary structure and fringe benefits. The special projects coordinator will design a brochure and meet face to face to let people know we need these positions filled. Mr. Gibson advised the open positions will be re-advertised.

POLICE

The report is in the packet. Chief Stith introduced Officer Joshua Capps. Officer Capps graduated from the academy. However, Officer Capps needs to complete courses he missed due to COVID exposures. He may not be fully available to the police department until July.

PARKING SPACES IN TOWN

Officer Stith reported there are roughly 1300 parking spaces available in downtown Lawrenceville. They include county, town, Star Value lots and street parking. He said there are 34 spaces on Main Street. Several options were discussed. Ms. Williams is concerned about long term residential parking. Mrs. Talbert is concerned about handicap parking with ramp access. She also commented the bubble ramps make it harder to use with scooters and power chairs. Signage issues were discussed. Parking is first come, first served.

PROPERTY & EQUIPMENT

Mr. Brockwell reported we will be looking at property and equipment items that will be brought up in the budget.

STREETS, LIGHTS & CEMETERY

There was no report.

TOWN DEVELOPMENT – IDA PRESENTATION BY MIKE DOTTI – 2021 PROGRESS REPORT

Mr. Dotti presented the IDA 2021 Annual Report and shared copies of the PowerPoint presentation. Highlights included businesses assisted and partnership projects. The IDA and Town funded the Historic District Update. He thanked Town Council members for their support.

WATER/WASTEWATER

Mr. Brockwell commented that water and wastewater items have been covered in other reports.

HOUSING CODE ENFORCEMENT

There was no report.

PARKS/RECREATION

Mr. Brockwell reminded everyone it is time to register for play at the ballpark. Teams are forming aged 5 and up. Mayor Martin stated there are plans to expand the Turntable Park.

WELLNESS

Ms. Whitehead shared information from the VCU Massey Cancer Center. There will be a COVID-19 vaccination clinic on February 11, 2022, at the Tabernacle of Zion. There will be a lunch and learn program with Dr. Phillip Duncan at the VCU Massey Cancer Center on February 15, 2022. February is American Heart Month and she shared a flyer on managing stress.

FARMER'S MARKET

Ms. Williams advised planning needs to start now for a March opening for the Farmer's Market. There will be no charge to vendors to encourage vendors to participate. We need people to come to the market. Ms. Williams said the sign board helped when Chief Stith set it up. Mr. Pecht suggested items be included in the budget for the market. There is a budget line for advertising.

LAWRENCEVILLE PLANNING COMMISSION

There was no report.

CORRESPONDENCE/ANNOUNCEMENTS

The first annual Easter egg hunt will be held April 16, 2022. There were no additional announcements.

PUPPET SHOW

Mrs. Williams reported a puppet show is held at the library on the third Thursday of each month at 10:30 a.m.

ADJOURNMENT

There being no further business to come before Council, a motion was made by Mrs. Talbert, seconded by Ms. Hardy and carried by all ayes to adjourn the meeting.

Scott E. Martin, Mayor

Wanda Johnson, Clerk