

May 12, 2020

#### CALL TO ORDER

Mayor Scott Martin called the regular meeting of the Lawrenceville Town Council to order at 7:30 p.m. on May 12, 2020.

Mayor Martin announced that this meeting is being held using electronic means under an Emergency Ordinance adopted at the April 14, 2020, council meeting to allow for the continuity of government operations during the COVID-19 coronavirus pandemic.

Public access has been made available through the web address:

[www.gotomeet.me/TownofLawrenceville](http://www.gotomeet.me/TownofLawrenceville)

Phone dial in: 1-646-749-3122. Access Code: 445-977-069

#### ROLL CALL

Roll was called. Present physically: Mayor Scott Martin; Council Member H. B. Brockwell, Jr.

Present electronically: Council Members: Joyce Bland, Phil Gilson, Dora Hardy, Robert F. Pecht, III, Alice Talbert and Teya Whitehead.

Also present physically: Planning Commission Chair, Cindy Pecht, Town Manager, Everette Gibson, Chief John Stith and Town Clerk, Wanda Johnson.

Also present electronically: Town Attorney, W. C. Outten, Jr., citizens and the press.

#### PLEDGE OF ALLEGIANCE

Chief Stith led the Pledge of Allegiance.

#### PUBLIC HEARING – PROPOSED FY 2020-2021 BUDGET

As this time had been advertised for a public hearing on the proposed FY 2020-2021 Budget, Mayor Martin opened the public hearing. There was no public comment. Mayor Martin declared the public hearing closed.

#### APPROVAL OF MINUTES

On motion by Mr. Brockwell, seconded by Mrs. Talbert and carried by all ayes, Town Council voted to approve the minutes of the regular meeting on April 14, 2020, as received, suspend the reading and file. Motion: Mr. Brockwell. Second: Mrs. Talbert. Roll call vote: Mrs. Bland, aye; Mr. Brockwell, aye; Mr. Gilson, aye; Ms. Hardy, aye; Mr. Pecht, aye; Mrs. Talbert, aye; Ms. Whitehead, aye.

#### APPROVAL OF AGENDA

On motion by Mr. Brockwell, seconded by Mrs. Talbert and carried by all ayes, Town Council voted to approve the agenda with the change of moving the Zoning Amendment Draft, to be presented by Cindy Pecht, to follow Recognition of Citizens. Motion: Mr. Brockwell. Second: Mrs. Talbert. Roll call vote: Mrs. Bland, aye; Mr. Brockwell, aye; Mr. Gilson, aye; Ms. Hardy, aye; Mr. Pecht, aye; Mrs. Talbert, aye; Ms. Whitehead, aye.

#### RECOGNITION OF CITIZENS

There were no requests to speak.

#### ZONING AMENDMENT DRAFT

Cindy Pecht, Planning Commission Chair, presented a proposed zoning amendment to Article 6. B-G Business General District, 6-1-32. This would allow for rental of residential space with at least one floor of finished space below the residential floor. The amendment would align with the historic overlay and the comprehensive plan. All residential uses are subject to requirements in the Rental Inspection District, the Virginia State Building Code and the Fire Code. The Planning Commission recommends that a joint public hearing of the Planning Commission and Town Council be held to hear public comments on the proposed amendment.

On motion by Mr. Brockwell, seconded by Mrs. Talbert and carried, Town Council voted to advertise a joint public hearing to be held on June 9, 2020, regarding the proposed zoning ordinance amendment to Article 6. B-G Business General, 6-1-32. Motion: Mr. Brockwell.

Second: Mrs. Talbert. Roll call vote: Mrs. Bland, aye; Mr. Brockwell, aye; Mr. Gilson, abstain; Ms. Hardy, aye; Mr. Pecht, aye; Mrs. Talbert, aye; Ms. Whitehead, aye.

#### LAWRENCEVILLE EDA

Mr. Gilson reported that the EDA has not been able to meet. Earlier today Mr. Gilson sent out a picture of the base and frame for the LOVE sign. The next step is for the town crew to lay down the track.

#### MAYOR'S REPORT

Mayor Martin thanked Mr. Outten, Mr. Gibson and Council for all the items we have been working on. We have been very proactive. The office has been sanitized. He thanked the ladies in the office, the police and all the departments and asked that everyone stay safe and stay healthy. Mayor Martin, Mr. Brockwell, Mr. Gibson and Wendy Wright have been working on the Cost Share Grant Application for the Historic District. POPS is coming together nicely. Mr. Gibson will address other conference calls and WebEx meetings. We are getting a lot done considering the pandemic that we are dealing with.

#### REPORT OF TOWN ATTORNEY

Mr. Outten advised that there is a letter in the packet regarding KASS. Mr. Gibson will report on it as he has been in touch with the Southside Planning District regarding this project.

#### REPORT OF TOWN MANAGER

##### OLD SOUTHERN STATES BUILDING – KASS

Mr. Gibson reported that all of the entities involved are working together on the KASS project.

#### CURRENT SIDEWALK PROJECTS

North Main Street Sidewalk – Mr. Gibson reported that the Main Street project is almost complete and looks great. We are waiting for the light poles to be set. They have not come in yet. Heritage Trail/Gazebo Sidewalk – There will be a Zoom meeting tomorrow on this project. The bids should go out soon.

#### ST. PAUL'S COLLEGE CAMPUS RE-USE PROJECT

Mr. Gibson advised there is a report from Sanford Holshouser on potential re-uses for the St. Paul's College Campus. He participated in a Zoom meeting on this project. It is an overview concept report of areas for re-use, studies of buildings and historic background information. Brunswick County has asked for the Town's support of the re-use report. This is only for a letter of support, not for any monetary commitment from the Town. On motion by Mr. Brockwell, seconded by Mr. Pecht and carried, Town Council voted to accept the report and write a letter of support for the St. Paul's Re-Use Study. Motion: Mr. Brockwell. Second: Mr. Pecht. Roll call vote: Mrs. Bland, aye; Mr. Brockwell, aye; Mr. Gilson, no; Ms. Hardy, aye; Mr. Pecht, aye; Mrs. Talbert, aye; Ms. Whitehead, aye.

#### COST SHARE GRANT APPLICATION – HISTORIC DISTRICT

Mr. Gibson asked for permission from Town Council to sign and submit a Survey and Planning Cost Share Grant Application to the Virginia Department of Historic Resources. The project would update the Historic District, survey the existing buildings and include approximately 63 buildings as contributing resources with a period of significance extended to 1970. On motion by Mr. Brockwell, seconded by Ms. Hardy and carried by all ayes, Town Council voted to approve for Mr. Gibson to sign and submit the Survey and Planning Cost Share Grant Application. Motion: Mr. Brockwell. Second: Ms. Hardy. Roll call vote: Mrs. Bland, aye; Mr. Brockwell, aye; Mr. Gilson, aye; Ms. Hardy, aye; Mr. Pecht, aye; Mrs. Talbert, aye; Ms. Whitehead, aye.

#### FINANCE COMMITTEE

##### TENTATIVE ADOPTION OF THE FY2020-2021 BUDGET

A public hearing was held on the proposed budget earlier tonight. There were no comments. Mr. Pecht reviewed the assumptions and the proposed budget. Items can be discussed and amended between now and the final adoption in June. On motion by Mr. Pecht, seconded by Mr. Brockwell and carried by all ayes, Town Council voted to tentatively adopt the FY2020-2021 Budget as presented. It is anticipated that the budget will be formally adopted at the June meeting. Motion: Mr. Pecht. Second: Mr. Brockwell. Roll call vote: Mrs. Bland, aye; Mr.

Brockwell, aye; Mr. Gilson, aye; Ms. Hardy, aye; Mr. Pecht, aye; Mrs. Talbert, aye; Ms. Whitehead, aye.

#### BENCHMARK LOAN PROPOSAL

Mr. Pecht reviewed the loan proposal from Benchmark Community Bank. Proposal #1 would be a \$300,000 term loan at 3.79% interest to purchase vehicles. Proposal #2 would provide funds for a term of 20 years for long term infrastructure projects. Mr. Pecht recommended that council hold this until the June meeting for final approval.

#### FIRE AND EMERGENCY SERVICES

The March report is in the packet. The fire department responded to 32 calls in March. Of the 32, 7 were in the town limits and 25 were outside the town limits. Also, 22 were in the LVFD First Due area, with 10 being mutual aid to other agencies. Approximately 191 man hours were expended. Members of the fire department will be going to look at a used ladder truck this weekend. They will address that with the fire committee.

#### PERSONNEL

Mr. Brockwell asked Mr. Gibson to continue work on the organizational flow chart and a review of the evaluation process.

#### POLICE

Ms. Hardy advised that the report is in the packet. She asked that everyone stay safe and wear a mask.

#### PROPERTY & EQUIPMENT

There was no report.

#### STREETS, LIGHTS & CEMETERY

There is a tree down in the cemetery. We will work with our current contractor to provide more mulch and trimming to the circle. We will take care of the tree as well.

#### TOWN DEVELOPMENT

Mr. Brockwell and Mr. Gibson attended the IDA meeting remotely by Zoom today. KASS and the Bank of America building were discussed.

#### WATER/WASTEWATER

There was no report. There will not be a committee meeting tonight.

#### SAFETY

The reports are in the packet.

#### HOUSING CODE ENFORCEMENT

There was no report.

#### PARKS/RECREATION

There was no report.

#### WELLNESS

Ms. Whitehead reported that there is COVID19, CDC and VDH information posted in the window at the VCU Massey Cancer Center. Mr. Brockwell reported that he has seen an increase in walkers on the Rails to Trails.

#### FARMER'S MARKET

Mayor Martin asked Ms. Whitehead to reach out to Cynthia Gregg to see what we can have for a Farmer's Market this year.

#### LAWRENCEVILLE PLANNING COMMISSION PLANNING COMMISSION MEMBERSHIP

Ms. Hardy and Mr. Gilson have recommendations for membership. Mr. Gibson will contact them for that information.

CORRESPONDENCE/ANNOUNCEMENTS

There were no additional announcements.

CONSIDERATION OF ACCOUNTS

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 \$102,236.21 and post to the proper accounts. Motion: Mr. Pecht. Second: Mr. Brockwell. Roll call vote: Mrs. Bland, aye; Mr. Brockwell, aye; Mr. Gilson, aye; Ms. Hardy, aye; Mr. Pecht, aye; Mrs. Talbert, aye; Ms. Whitehead, aye.

ADJOURNMENT

There being no further business to come before Council, a motion was made by Mr. Brockwell, seconded by Ms. Hardy and carried by all ayes to adjourn the meeting. Motion: Mr. Brockwell, Second: Ms. Hardy. Roll call vote: Mrs. Bland, aye; Mr. Brockwell, aye; Mr. Gilson, aye; Ms. Hardy, aye; Mr. Pecht, aye; Mrs. Talbert, aye; Ms. Whitehead, aye.

\_\_\_\_\_ Mayor

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