



TOWN OF GLASGOW, VIRGINIA



MEMORANDUM SPECIAL COUNCIL MEETING MINUTES

Ruby Ogden Clark
Mayor

Date: October 18th, 2019

From: Eric Pollitt – Town Manager

To: Mayor & Council

Subject: October 17th, Special Council Meeting Minutes

CC: Tom Simons, Jane Higginbotham

Town Council:

Andrea Bradley

Aaron Britton

Greg Hartbarger

Barrett McFaddin

Andy Ryan

Sonny Williams

Below is a summary of the October 17th, Special Council Meeting Minutes:

1. Call to Order – called by Mayor Ruby Clark at 6:00 PM.

Actions Items

2. Old Business

A. 138 Catawba Request for Vacating of Public Alley

Tom Simons the Town Attorney addressed the Council and property owner about why we are meeting tonight. Council can grant a conditional vacation of the alley upon certain conditions. Council members had questions for the property owner Mrs. Kerr before granting the vacation of the alley. Tom opened the floor to Council.

- Mr. Britton. – What time frame are we looking at to get this torn down?
- Mrs. Kerr – Once we get the vacation of the alley then we can bring this to the mortgage company and begin the process of tearing the house down. The underwriter can't move to take the house down until the conditional vacation of the alley.
- Mr. Britton – Would 9 months be sufficient time for you all?
- Mrs. Kerr – That would be sufficient.
- Mr. Britton – The house needs to be torn down by the end of July 2020.
- Council – We agree.
- Mr. Williams – What about the bridge there and water and sewer? Could we make the vacation conditional if the bridge is rebuilt exclusively on lot 1?
- Mrs. Kerr – We can build the bridge just on that lot (1) and the house being centered on lot 6 to clear up any potential confusion. We plan on hooking up to the Town's system for water and sewer. Mrs. Kerr – The bridge would be included in construction.

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- Mr. Simons – Council, to be clear you are not marking water and sewer hookup a requirement for the vacation, is that correct? Who is paying for the hookup?
 - Mrs. Kerr - The Town will be paying for the water and sewer hookup.
 - Council – That is correct, we are not making it a requirement to hookup to our system and the Town has agreed to pay for the install.
 - Mr. Britton. – **I motion we the Council conditionally vacate the alley permanently upon the house being torn down and removed from the premise by the end of July 2020, the new bridge being built exclusively on lot 1, and the house being centered on lot 6 per the survey provided, as of October 17th, 2019.**
 - Mrs. Bradley – **Second**

Vote was unanimous 3-0.

Mr. Simons – Mr. Pollitt, we now need you to type up on letter head a letter to Mrs. Kerr providing notice of Council's decision to conditionally vacate the alley as of today. This will be used by the property owner as proof to Clayton Homes and the underwriter for them to move forward. I'll review the letter before delivering to the property owner. We will have this to you (Mrs. Kerr) by no later than next Wednesday.

Mr. Britton – **Motion to adjourn the meeting.**
Mrs. Bradley – **Second.**

Votes was unanimous 3-0.