

Minutes of Town Council Meeting
January 14, 2020
Glasgow Rescue Squad Building

Council Members Present: Barrett McFaddin, Andrea Bradley, Sonny Williams, Andy Ryan, Aaron Britton

Also Present: Mayor Shane Watts, Town Manager Eric Pollitt, Sr. Admin. Asst. Jane Higginbotham, Town Attorney Tom Simons, Police Chief Angel Poole

Guests Present: The Honorable Michelle M. Trout, Rockbridge County Circuit Court Clerk of Court; Spencer Suter, Rockbridge County Administrator; Lexington Mayor Frank Freidman; many members of the Rockbridge local governments.

The Pledge of Allegiance was led by Miss Caroline Watts and a brief prayer was led by Mayor Shane Watts.

Mayor Shane Watts called the meeting to order at 7:05 PM.

Swearing In of Council Members/Mayor by Rockbridge County Clerk of Court

Mrs. Trout swore in Malcolm “Shane” Watts as Mayor of the Town of Glasgow.

Michelle Trout, Rockbridge County Clerk of Court swore in Andrea Bradley and Barret McFaddin as Glasgow Town Council members.

Public Proclamation/Presentation for Outgoing Mayor Ruby Ogden Clark:

Mayor Shane Watts read a proclamation and the inscription on a plaque for Mayor Ruby Ogden Clark, thanking her for her many years of service to the Town of Glasgow. Ms. Clark was not in attendance.

Review of Minutes:

Motion by Andy Ryan and **Seconded** by Andrea Bradley to approve the minutes for Regular Council Meeting December 10, 2019.

Carried unanimous voice vote.

Reports and Updates:

Committee/Commission/Staff Reports:

- A. Police Report. Chief Angel Poole stated she had 42 calls for service; 12 citizen assists; served three (3) warrants/arrests/juvenile petitions for other departments; served five (5) civil papers for Rockbridge County Sheriff Office; had two (2) traffic summons/parking tickets; gave out four (4) warnings; did nine (9) business checks. Chief Poole stated she gave out toys from Toys for Tots for 350 plus children (3 toys per child). Chief Poole stated she received several calls in December about BB guns and 4-wheelers.

- B. Parks and Recreation Committee. Town Manager Eric Pollitt stated there was a great attendance for the Christmas parade in December, and the tree lighting/bonfire had around 50 people in attendance.
- C. Farmers Market. N/A
- D. Treasurers Report.
1. Bills over \$500. Town Manager Eric Pollitt stated the Town had been told by Lowe's that they would help with some of Glasgow's community projects, giving 50% off supplies for these projects. Town Manager Pollitt stated the Town turned in three (3) projects to work on for 2020, but when Town employees went to pick up the supplies for the first project, they were told they could only get 5% off. Town Manager Pollitt stated work has already begun on the old concession stand at the new Event Venue and the cost of the supplies is \$1,500. Town Manager Pollitt stated Lowe's will reimburse the Town the 5% after the project is completed. Town Manager Pollitt asked Council for \$1,500 for the supplies to finish rehabbing the old concession stand.
- Motion** by Aaron Britton and **Seconded** by Andy Ryan to authorize the Town Manager to purchase the supplies in the amount of \$1,500 to finish rehabbing the old concession stand at the new Event Venue.
- Carried** unanimous voice vote.
2. Council Contingency Report. Town Manager Eric Pollitt told Council they have a summary of the year-to-date expenses out of the Council Contingency line item for FY 2020 in their packet.
 3. Revenue Projections FY 21 Budget. Town Manager Pollitt stated the first five (5) periods of the year's monthly average (July – November) are used to make a projection over a 12-month period. Town Manager Pollitt told Council to email him or schedule an appointment if they have questions about this.
- E. Planning Commission. Town Manager Eric Pollitt told Council they have a copy of the December 18, 2019 minutes in their packet. Town Manager Pollitt stated Council has a copy of the CIP requests that were discussed at this meeting. Town Manager Pollitt stated the Planning Commission has a preliminary CIP recommendation ready for the retreat if Council wants to discuss it then. Town Manager Pollitt stated the CIP will be discussed throughout the budget process.
- F. Town Managers Report.
1. Council Retreat. Town Manager Pollitt stated the Council Retreat, scheduled for Saturday, January 18th from 9:00 AM – 5:00 PM, was originally scheduled to be held at the Robert E Lee Hotel in Lexington, but will now be held at the 911 Dispatch Center in Buena Vista. Town Manager Pollitt stated breakfast and lunch will be provided.

Old Business

- A. QS1 Tax Bills. Town Manager Eric Pollitt stated he reached out to QS/1 to correct the mailing of new year's tax bills. QS1's sales rep. didn't know each ticket was mailed individually until I brought it to their attention. The rep. said

- they would look into this and next year would cut down on the number of individual envelopes used for mailings. Town Manager Pollitt stated QS/1 did give a 50% discount on mailing for the 2019 tax bills.
- B. CDBG-BDR. Town Manager Pollitt stated the Town can be awarded \$3,000 for the completion of initial activities and a maximum of \$35,000 in planning expertise over the next 12 months. Town Manager Pollitt stated he has provided Council with a graph in their packet to help visualize what the CDBG process entails. Town Manager Pollitt stated the physical inventory survey will be a survey of the commercial district. Town Manager Pollitt stated Rockbridge County Administrator Spencer Suter indicated the County's willingness to provide staff support for this inventory survey. Town Manager Pollitt stated the next Project Management Team meeting will be January 23, 2020 @ 6:30 PM at Scotto's Restaurant. Town Manager Pollitt stated once the initial activities are completed and the state notifies us of the next steps, a set schedule for meeting days and times will be determined.

Public Comment

Mayor Shane Watts stated the Council will not interact or make comments on any public comments made.

There were no public comments.

Old Business

- A. Sec. 12-35 Alcohol Sales on Sundays. Town Manager Eric Pollitt stated he had been approached by three (3) Council members about changing the ordinance on alcohol sales on Sundays. Town Manager Pollitt stated the wine and beer sales have been changed in Rockbridge County to 6:00 AM, except in the Glasgow town limits. Town Manager Pollitt stated Town Attorney Tom Simons conducted the legal advertising requirements for the ordinance change and there was a Public Hearing at the December 10, 2019 Town Council meeting. Councilor Aaron Britton asked if the change would be made in Sec. 12-34 or 12-35. Town Attorney Tom Simons stated it would cover both Sections.

Motion by Aaron Britton and **Seconded** by Barrett McFaddin to adopt the change of Alcohol Sales Ordinance Sec. 12-34 and Sec. 12-35 on Sunday's to mirror Rockbridge County, with sales beginning at 6:00 AM.

Voice Vote as follows:

S. Williams – No

A. Ryan – No

A. Britton – Yes

A. Bradley – Yes

B. McFaddin – Yes

Motion Carried by majority affirmative vote of 3-2.

New Business

- A. Committee Appointments by Council. Town Manager Eric Pollitt stated as January is the first month a newly elected body can meet after an election, and

this is when localities make their vacancy appointments to Committees, create new Committees, and conduct strategic planning and goal setting, he would like to recommend that this be tabled until after the Council Retreat. Town Manager Pollitt stated this will give the new Council time to discuss as a team the current Committee structure and the possibility of new Committees. Councilor Aaron Britton stated he is on the Jail Commission and it meets tomorrow, so the Jail Commission appointment needs to be made tonight. Rockbridge County Administrator Spencer Suter stated Glasgow and Goshen rotate years, and since Glasgow had a representative for 2019, it will be Goshen's turn for a representative on the Jail Commission for 2020.

Motion by Andy Ryan and **Seconded** by Sonny Williams to table Committee Appointments by Council until after the Council Retreat.
Carried unanimous voice vote.

Motion by Aaron Britton and **Seconded** by Andy Ryan for Glasgow Town Council to convene in executive session at 7:20 PM under the Virginia Freedom of Information Act, Sec. 2.2-3711 (A) (1) in order to discuss personnel matters.

Voice Vote as follows:

S. Williams – Yes	A. Ryan – Yes	A. Britton - Yes
A. Bradley – Yes	B, McFaddin – Yes	

Motion Carried with unanimous voice vote.

Motion by Andy Ryan and **Seconded** by Sonny Williams for the Glasgow Town Council reconvene in open session at 7:30 PM.

*Whereas, the Town of Glasgow Town Council has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act;
and*

Whereas Section 2.2-3711 of the Code of Virginia requires a certification by the Town of Glasgow Town Council that such executive meeting was conducted in conformity with Virginia law;

Now, therefore be it resolved that the Town of Glasgow Town Council hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirement by Virginia were discussed in the executive meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed, or considered by the Town of Glasgow Town Council.

Motion by Andy Ryan and **Seconded** by Sonny Williams that to the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711 (A) of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.

Voice Vote as follows:

S. Williams – Yes	A. Ryan – Yes	A. Britton - Yes
A. Bradley – Yes	B. McFaddin – Yes	

Motion Carried with unanimous voice vote.

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

With no further business, Mayor Shane Watts adjourned the meeting at 7:40 PM.

Mayor

Clerk

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