

Glasgow Town Council Meeting Minutes
January 14, 2025
Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Brandall Branch, Tom Camden, Lisa Rogers, Marcie Hill, Natalie Harris

Staff: Allyson Finchum, Town Manager/Town Clerk

I. Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch. The Regularly Scheduled Meeting was called to order by Mayor Paul Williams at 7:00 pm.

II. Presentations

None

III. Appointments

The Town Council unanimously approved the following:

- Reappointment of Deborah Farina for a term of Four (4) Years to Expire December 31, 2028
- Reappointment of Tom Camden for a term of Two (2) Years to Expire December 31, 2026
- Reappointment of Natalie Harris for a term of Two (2) Years to Expire December 31, 2026
- Appointment of Jesse Nelson for a term of One (1) Year to Expire December 31, 2025

IV. Proclamations

None

V. Review and Approval of Minutes of December 10, 2024

A motion was made by Ms. Rogers seconded by Mr. Camden to approve the minutes of December 10, 2024, regular meeting. The motion passed unanimously.

VI. Reports and Updates

a. Public Safety Report

The December 2024 call report was submitted by Rockbridge County but omitted from the Town Council packet and will be in the February packet.

b. Parks and Recreation Committee

Mayor Williams reviewed the written report submitted by staff. The Parks and Recreation Committee will start planning for the 2025 Rockin' the Gorge music events. The Toys for Tots toy drive was held on December 19th. The event helped make the holidays bright for families in the area. The remaining donations were sent to assist those impacted by the hurricane.

Ms. Rogers expressed specific concerns, and Council will have discussion on how to carry out the 2025 toy drive.

c. Farmer's Market Report

No report. The market is closed for the season.

d. Public Works and Utilities

The Public Works report was read by Mayor Williams. Staff cut brush in several alleys, picked up and recycled metal, prepared brush pile for burning, prepared monthly water meter readings and cut-offs, assisted with treatment plant repairs, and handled several emergency calls.

e. Treasurer's Report

A Budget Summary Report and information on expenses over \$500 were provided in the packet.

f. Planning Commission

Tom Camden provided an update on the Planning Commission activities. The December meeting was brief to adopt the November 2025 meeting minutes.

g. Town Manager's Report

Ms. Finchum reported on the following:

She will begin working on FY25-26 draft budget in January. She contacted the accountants working on the pre-audit for status update.

The Dollar Market successfully opened on December 20, 2024.

The construction contract for the waterline replacement project was awarded to Wells Construction Company in Vinton, Virginia. Construction is scheduled to begin early 2025.

Some of the replacement parts have finally arrived, and repairs continue on the wastewater plant.

All federal ARPA funds were obligated by December 31, 2024. Repair parts for the treatment plant and dump truck were purchased. Also funded by ARPA was the purchase of 1015 Blue Ridge Road and five parcels. Through a generous agreement with the current owner, Baldwin Locher, who sold to the Town for below assessed value, we are now under contract. This purchase will provide the

Town government with a permanent facility for public meetings and events. The land that surrounds the building will additionally be utilized for outdoor events. The site is a valued landmark for the Town, previously used for a post office and library. It is along one of the Town's main roadways and at the major crossroad in the Old Town historic commercial district. Also along the front of the property is the Town's shared use path, a previous grant project, which will one day connect the Town internally and beyond.

The Central Shenandoah Planning District Commission worked with staff to review stormwater issues for consideration of grant funding. The entire grant from application to construction will occur in 2025.

The following were the prioritized stormwater projects based on the December 11th Planning Commission site visit:

- 2nd Street and Pocahontas Bioretention project
- Stabilizing residential banks along Blue Ridge Road
- Rain gardens on public property based on future town list

The first priority is developing a cost estimate for the first bioretention project. Other projects may be funded based on the initial estimate.

Applications for the police officer position are under review.

Townwide inspections have occurred based on ongoing complaints. Courtesy letters will soon be sent for trash, debris, junk, inoperable vehicles, farm animals, tall grass, etc..

Staff continues working on updates to the Town code. The fee schedule is currently being drafted and reviewed by the Planning Commission.

Information on fees, utilities, job postings, etc. was updated on the Town website. Meeting agendas and minutes will be updated soon.

The Town's computer consultant is working with Town staff to improve our system.

Citizen and business concerns continue to be addressed on a daily basis.

VII. Old Business

None

VIII. New Business

- a. **Approval of Purchase – 1015 Blue Ridge Road including parcels 108A6-1-127-46; 108A6-1-127-47; 108A6-1-127-48; 108A6-1-127-49 and 108A6-1-127-50 (parcels and structures thereon)**

A motion was made by Ms. Harris seconded by Mr. Branch to approve the purchase of 1015 Blue Ridge Road and parcels. The motion passed unanimously.

IX. Public Comment Period

Jesse Nelson, citizen, stated that he spoke to a member of the Rockbridge County School Board about yearly training for community organizations and volunteers on handling special needs children in emergency situations. The training would take place in Glasgow within the next few months.

Ms. Rogers stated she will investigate getting items for the pediatric training.

X. Other Council Comments

Mr. Branch stated that Clarence Martin was chased by a neighborhood dog which was not on a leash. There is an ongoing problem throughout the Town with stray dogs. Ms. Harris concurred. Mayor Williams requested feedback on how to solve the issue. He stated that the Town does not have the resources to manage the issue and Rockbridge County Animal Control handles these problems. Council requested information on the subject be placed in the water bill.

XI. Closed Session

None

XII. Adjournment

The meeting was unanimously adjourned at 7:52 pm.

Glasgow Town Council Meeting Minutes
March 11, 2025
Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Tom Camden, Lisa Rogers, Marcie Hill, Brandall Branch, Kent Dunn

Staff: Allyson Finchum, Town Manager/Town Clerk; Ashley Kerr, Administrative Assistant

I. Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch. The Regularly Scheduled Meeting was called to order by Mayor Paul Williams at 7:00 pm.

II. Presentations

None

III. Proclamations

None

IV. Review and Approval of Minutes of January 14, 2025

A motion was made by Mr. Camden seconded by Ms. Hill to approve the minutes of January 14, 2024, regular meeting. The motion passed unanimously.

V. Reports and Updates

a. Public Safety Report

Mayor Williams reviewed the call reports for January and February 2025 submitted by Rockbridge County.

b. Parks and Recreation Committee

Mayor Williams reviewed the written report submitted by staff for January and February 2025. The Parks and Rec Committee held a meeting on January 25th and discussed the Rockin' the Gorge events. Three events are planned for 2025. 6/28/25 Southpaw; 8/2/25 Little Marvin; 9/6/25 Late Night Stumblers. The Parks and Rec Committee met on February 25th and discussed 2025 events and sponsorship.

c. Farmer's Market Report

No report. The market is closed for the season. A spring event is being planned with arts and crafts and various vendors for May 2025.

d. Public Works and Utilities

The Public Works reports for January and February 2025 were reviewed by Mayor Williams. January 2025: Cleanup of two snow events that occurred in January. Burning of the brush pile coincided with the first snow event. A major house fire occurred on Virginia Street in the first week of January, catastrophic damage to property. The bathroom at the Town shop was renovated to include a washer and dryer, allowing cost savings for cleaning of Town uniforms. Service trucks had maintenance work performed. A fallen dead tree was cut in alley on 7th Street between Anderson and Fitzlee Streets. Renovations have begun on the new Town Building on Blue Ridge. Construction will soon begin on the ARPA-funded waterline project. Public Works staff also performed routine maintenance of the utility plant, general clean-up and cleaning of brush, debris and trash in rights-of-way and stormwater ditches throughout Town and assistance to citizen concerns.

February 2025: Clean-up of two snow events that occurred in February. Staff generated computer reports for several issues of high-water usage following freezing weather conditions. Staff documented stormwater problems including major issues on Rockbridge Road near new Dollar Market following rain/snow events. Staff patched potholes on gravel roads following the end of winter season. Repairs were performed on service trucks. A large dead tree was cut in an alley between McCulloch and Powhatan. Staff cleared brush in alley behind Pocahontas Street, ditch next to 6th Street, culvert along railroad tracks, and ditch along Shenandoah Road.

e. Treasurer's Report

A Budget Summary Report and information on expenses over \$500 for January and February 2025 were provided in the packet.

f. Planning Commission

Tom Camden provided an update on the Planning Commission activities. The Planning Commission is presently discussing ordinances, taxes and fees.

g. Town Manager's Report

The Town Manager provided an update on Town issues for January and February 2025.

The FY25-26 draft budget is being prepared by staff.

Town audits from several previous years are under review by an accountant prior to submittal to the auditor.

The Administrative Assistant distributed tax forms and is finalizing the 2024 federal and state filing.

The construction contract for the waterline replacement project was awarded to Wells Construction Company in Vinton, Virginia. Construction remains

scheduled for early 2025. A pre-construction meeting with Wells, VDOT, CHA (Town engineer) and Town staff is scheduled for March 12th.

A new pump is presently being installed in the wastewater plant. Following Installation of the pump, the treatment plant is currently functioning well with no major repairs performed.

The Town Manager submitted a job advertisement for the police officer on the Virginia Municipal League website. Applications received from the advertisement on Indeed are under review.

The Town previously provided employees with a benefit package at no cost to the Town for life insurance, short-term disability, accident, cancer, and critical care through AFLAC. Each employee receives lower group rates. The Town Council is eligible for this benefit and more information will be provided at your request.

The following grant projects are being discussed:

ARPA:

The Town is the new owner of 1015 Blue Ridge Road and five parcels. The site is a valued landmark for the Town, previously used for a post office and library. It is along one of the Town's main roadways and at the major crossroad in the Old Town historic commercial district. Also along the front of the property is the Town's shared use path, a previous grant project, which will one day connect the Town internally and beyond. Baldwin Locher generously sold the property to the Town for below assessed value, The purchase was completed February 28th. Town staff is presently remodeling the interior, and the building will be used for government functions and public meetings. The land that surrounds the building will additionally be utilized for outdoor events.

EPA Brownfields:

The Town engineering consultant, CHA, met with staff on possible projects for an EPA Brownfields Grant which provides funding with no match for an environmental assessment and plan redevelopment on sites within Town.

Watershed Implementation:

The Central Shenandoah Planning District Commission is working with staff on an environmental grant to assist with stormwater issues.

Below is a summary of stormwater projects that could be funded through the CSPDC 2025 Watershed Implementation Plan (WIP) program. The following was prioritized:

- 2nd Street and Pocahontas Bioretention project
- Stabilizing residential banks along Blue Ridge Road
- Rain gardens on public property based on future town list

VDOT:

The Town Manager is filing required documentation on FY22 federal and state grants awarded to the Town in FY22.

Townwide inspections have occurred based on ongoing complaints. Courtesy letters continue to be sent for trash, debris, junk, inoperable vehicles, farm animals, tall grass, etc.

Staff continues working on updates to the Town code. The fee schedule is currently being drafted and reviewed by the Planning Commission and a public hearing will occur soon.

The Town's computer consultant continues to update the system.

Staff is working with the insurance company on the 2025-2026 renewal of insurance covering Town facilities, etc.

Staff is working on identifying and providing a list to VDOT of the street lights that are not working.

The Town Manager discussed with VDOT the standing water on Rockbridge Road in front of the Dollar Market.

The Town Manager provided a Zoning Conformance Letter for the Dollar Market. This is a typical request from financial institutions for commercial loans.

Citizen and business concerns continue to be addressed daily.

The Town previously provided employees with a benefit package at no cost to the Town for life insurance, short-term disability, accident, cancer, and critical care through AFLAC. Each employee receives lower group rates. The Town Council is eligible for this benefit and more information will be provided at the meeting.

The Town is considering an outdoor flea market at the new Town building (1015 Blue Ridge Road) on weekends (Spring, Summer, & Fall). Dates and times for these events could be discussed by the Town Council.

A company would like to set up a mobile skate park in Glasgow to provide a day of entertainment for local youth.

The Farmers Market will have reduced hours and be open on Fridays for the 2025 season.

The Town Manager holds a position on the regional jail board and meetings are monthly.

A FOIA request for the January 2025 trial balance sheet (showing expenditures of each line item) was filled by staff.

VI. Old Business

None

VII. New Business

a. FY26 Corporate and Water/Sewer Budgets

The Town Manager provided a part of the FY25 budget and stated that work was continuing on the final draft.

VIII. Public Comment Period

Kenny Wilkerson, citizen, spoke about the stormwater problems behind his residence on 2nd Street. He asked for the status of the potential state environmental grant the Town Manager was applying to receive to assist with stormwater in the area. He requested additional assistance from the Town in cleaning the debris blocking the drainage near 2nd Street and the Railroad Tracks behind his residence. The Town Manager stated that the state grant is being submitted and is under review by authorities. She stated that the site is private property, and public resources are supposed to be limited to public right-of-way and public easements. However, due to lack of a stormwater system, the Town tries to keep the water flowing in the prime drainage ways to prevent major flooding. Staff have permission from the property owner of the above-mentioned site, adjacent to Mr. Wilkerson, and performs debris removal during and following every major rain event. Work is by hand when Town equipment can't safely reach the site.

Charity Smith, citizen, works with Rockbridge Area Community Service Board and teaches classes on dangers of drug use, adverse childhood experiences (ACES), suicide prevention, health, etc.. It is a grant funded program, and Ms. Smith has offered to provide these classes to the Glasgow area.

IX. Other Council Comments

Town Council commented they appreciate the offer from Ms. Smith and would like to have the program in the Town.

X. Closed Session

None

XI. Adjournment

The meeting unanimously adjourned at 8:13 pm.

Glasgow Town Council Meeting Minutes
April 8, 2025
Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Brandall Branch, Tom Camden, Lisa Rogers, Marcie Hill, Natalie Harris

Staff: Allyson Finchum, Town Manager/Town Clerk

I. Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch. The Regularly Scheduled Meeting was called to order by Mayor Paul Williams at 7:00 pm.

II. Presentations

None

III. Appointments

None

IV. Proclamations

None

V. Review and Approval of Minutes of March 11, 2025

A motion was made by Mr. Camden seconded by Ms. Rogers to approve the minutes of March 11, 2025, regular meeting. The motion passed unanimously.

VI. Reports and Updates

a. Public Safety Report

The March 2025 call report was submitted by Rockbridge County.

b. Parks and Recreation Committee

Mayor Williams reviewed the written report submitted by staff. The Parks and Recreation Committee conducted a litter cleanup event. Members of the Parks and Rec Committee and the Vice-Mayor participated in the clean-up. Twelve bags of trash were collected. Planning continues for the 2025 Rockin' the Gorge music events. A Parks and Recreation meeting is scheduled for April 7, 2025.

c. Farmer's Market Report

Carolyn Bradley, Farmers Market Manager, reported that May 3rd will be the Spring Market event. Applications are still available for participants. The Fire Department will sell food at the event. There will be a vendor meeting on May 25th to discuss the regular 2025 season. The season, the market will open only on Fridays beginning in May.

d. Public Works and Utilities

The Public Works report was read by Mayor Williams. The Town dump truck was repaired. Staff removed brush and debris from the alley between McCulloch and Powhatan Streets and a ditch along Shenandoah Road near the train tracks.

e. Treasurer's Report

A Budget Summary Report and information on expenses over \$500 were provided in the packet.

f. Planning Commission

Tom Camden provided an update on the Planning Commission activities. The Planning Commission continues to review draft ordinances.

g. Town Manager's Report

Ms. Finchum reported on the following:

A volunteer litter clean-up occurred in Glasgow on Saturday, March 22nd.

Mohawk requested approval to conduct a litter clean-up around Glasgow in April.

The Town Manager requested input on any possible sites needing clean-up.

The FY25-26 draft budget continues to be revised by staff. The final draft will be submitted to the Council on April 8th with a presentation on May 13th and public hearing on June 10th.

No action this month on audits.

The search for a police officer is ongoing. Alternatives to provide security and code compliance will be addressed with Council. The Town is presently employing temporary, limited, part-time staff for special projects in public works, public utilities, and administration. These employees do not receive benefits thereby providing a low-cost approach to receiving needed services to the Town.

Staff continue working on updates to the Town code. A public hearing on code amendments will be scheduled for May 13th.

Citizen and business concerns continue to be addressed on a daily basis.

ARPA Grant: The construction of the new waterlines is underway. Staff continue to meet with the engineer, CHA, for updates to the project. Staff are assisting the

contractor, Wells Construction, with identifying the existing location of utility lines. The following information was included in the monthly utility bill mailing:
“The Town of Glasgow is undertaking a major waterline project to replace and upgrade pipe that is part of the main distribution system. Approximately 12,000 linear feet of waterline will be replaced along Rockbridge Road, Blue Ridge Road, Powhatan Road, Fitzlee Street, and a minimal amount of area at crossroads to side streets. The construction phase of the project recently began with completion expected by the end of 2025.

Notice will be given at least 24 hours in advance of any service disruption, which should not exceed four hours in duration. If you experience unexpected loss of water at any time, please notify the Town Hall during regular business hours Monday-Friday 8-4:30 and after hours by calling Rockbridge County non-emergency dispatch (540)261-6171.

Updates to the detailed construction schedule will be posted on the Town website www.glasgowvirginia.org and at Town Hall.”

Other utility system repairs this month include installation of a new pump at the plant.

The Central Shenandoah Planning District Commission is working with staff on an environmental grant to assist with stormwater issues. Information for the application of the funds was submitted to the CSPDC by the Town for the following:

- 2nd Street and Pocahontas Bioretention project
- Stabilizing residential banks along Blue Ridge Road

The Town’s computer consultant continues to update the system.

VII. Old Business

None

VIII. New Business

a. FY2026 Corporate and Water/Sewer Budgets

The Town Manager reviewed the draft budget with Council. Handouts were provided at the meeting.

b. Code Amendments

The Town Manager reviewed draft zoning ordinance amendments with the Council concerning various housing types in various districts in the Town.

IX. Public Comment Period

None

X. Other Council Comments

Council requested a worksession in May to discuss the police officer position, FY26 budget, and other matters. The regular Council meeting scheduled for May 13th has been cancelled and a worksession is scheduled for May 20th.

XI. Closed Session

None

XII. Adjournment

The meeting was unanimously adjourned at 7:48 pm.

Glasgow Town Council Meeting Minutes
Joint Planning Commission Meeting
June 10, 2025
Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Tom Camden, Lisa Rogers, Kent Dunn, Marcie Hill, Natalie Harris, Brandell Branch

Planning Commission: Chair: Deb Farina Planning Commissioners: Tom Camden, Natalie Harris, Billy Thomas, Laura Thomas

Staff: Allyson Finchum, Town Manager/Town Clerk

I. Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch.
The Regularly Scheduled Meeting was called to order by Mayor Paul Williams at 7:00 pm.

II. Presentations

None

III. Appointments

None

IV. Proclamations

None

V. Call to Order Planning Commission

The Special Called Joint Meeting was called to order by Planning Commission Chair Deb Farina at 7:01 pm.

VI. Public Hearings

- a. **TXT-01-2025** - An ordinance to amend the Code of The Town of Glasgow, Virginia, by repealing and replacing Chapter 18-Zoning. The purpose of the amendment is to bring the chapter related to manufactured housing inconsistent with current state regulations, to incorporate new definitions and standards into the code, to specify that multi-section manufactured homes are permitted in the R-1 and R-2 districts, to incorporate applicable provisions of Chapter 17 into this Chapter, and to eliminate Apartments as a permitted use and Manufactured Home Parks (Trailer Courts) as a Conditional Use.

- b. **TXT-02-2025** - An ordinance to amend the Code of the Town of Glasgow, Virginia by repealing Chapter 17- Manufactured Homes and Manufactured Home Parks. Applicable and updated regulations are included in Chapter 18-Zoning.

The Town Manager provided a report on the proposed text amendments. Mayor Williams opened the public hearing. There were no comments from the public. Mayor Williams closed the public hearing.

A. Planning Commission - Discussion and Recommendation

Planning Commission Chair Deb Farina brought the Planning Commission to order.

- a. **TXT-01-2025** - An ordinance to amend the Code of The Town of Glasgow, Virginia, by repealing and replacing Chapter 18-Zoning. The purpose of the amendment is to bring the chapter related to manufactured housing inconsistent with current state regulations, to incorporate new definitions and standards into the code, to specify that multi-section manufactured homes are permitted in the R-1 and R-2 districts, to incorporate applicable provisions of Chapter 17 into this Chapter, and to eliminate Apartments as a permitted use and Manufactured Home Parks (Trailer Courts) as a Conditional Use.

Chair Deb Farina stated the issue had been evaluated at their public meetings over the past few months. The Planning Commission discussed the text amendments.

A motion was made by Billy Thomas and seconded by Laura Thomas to recommend approval of the amendments as presented by staff for public health, safety and welfare of the Town. The motion passed unanimously.

- b. **TXT-02-2025** - An ordinance to amend the Code of the Town of Glasgow, Virginia by repealing Chapter 17- Manufactured Homes and Manufactured Home Parks. Applicable and updated regulations are included in Chapter 18-Zoning.

The Planning Commission discussed the text amendment and stated the draft amendment was reviewed at their public meetings over the past few months.

A motion was made by Billy Thomas seconded by Laura Thomas to recommend approval of the amendments as presented by staff for public health, safety and welfare of the Town. The motion passed unanimously.

B. Town Council - Discussion and Decision

Mayor Williams brought the Town Council to order.

- a. **TXT-01-2025** - An ordinance to amend the Code of The Town of Glasgow, Virginia, by repealing and replacing Chapter 18-Zoning. The purpose of the amendment is to bring the chapter related to manufactured housing inconsistent with current state regulations, to incorporate new definitions and

standards into the code, to specify that multi-section manufactured homes are permitted in the R-1 and R-2 districts, to incorporate applicable provisions of Chapter 17 into this Chapter, and to eliminate Apartments as a permitted use and Manufactured Home Parks (Trailer Courts) as a Conditional Use.

The Town Council discussed the text amendment.

A motion was made by Brandell Branch seconded by Marcie Hill to approve the amendment as recommended by the Planning Commission. The motion passed unanimously.

- b. TXT-02-2025** - An ordinance to amend the Code of the Town of Glasgow, Virginia by repealing Chapter 17- Manufactured Homes and Manufactured Home Parks. Applicable and updated regulations are included in Chapter 18- Zoning.

The Town Council discussed the draft amendment. A motion was made by Brandell Branch seconded by Tom Camden to approve the amendment as recommended by the Planning Commission. The motion passed unanimously.

VII. Adjournment of Special Called Joint Planning Commission Meeting

The Planning Commission meeting adjourned at 7:19 pm.

Town Council Meeting Continues

The Town Council continued their regularly scheduled meeting.

VIII. Public Hearing

- a. FY 2025/2026 Budget** - Pursuant to the Code of Virginia Section 15.2-2506, A public hearing was held on the proposed FY 2025-2026 Town of Glasgow Budget and Capital Improvements Program, including the proposed schedule of taxes, rates and fees that the Town Council intends to adopt.

The Town Manager provided a report on the FY25-26 budget. Mayor Williams opened the public hearing. There were no comments from the public, Mayor Williams closed the public hearing.

Town Council Discussion and Decision

The Town Council will reconvene on June 24th to adopt the FY25-26 budget.

IX. Review and Approval of Minutes of April 8, 2025

A motion was made by Ms. Rogers seconded by Mr. Branch to approve the minutes of the April 8, 2025, regular meeting. The motion passed unanimously.

X. **Reports and Updates**

a. **Public Safety Report**

The call reports for April and May 2025 were submitted.

b. **Parks and Recreation Committee**

Mayor Williams reviewed the written report submitted by staff. The 2025 *Rockin' the Gorge* events will be held June 28th, August 2nd, September 6th and September 27th. The Parks and Recreation Committee has been working on planning the details of the events. The Town applied for the ABC license. Port-a-johns were ordered. Flyers have been ordered.

c. **Public Works and Utilities**

The Public Works report for April and May 2025 were read by Mayor Williams. Cleanup of trash and brush in alleyways and pickup of debris continues. Culverts throughout the Town and along the railroad were checked. Regular mowing and weed eating continue. Water leaks at 413 Pocahontas Street and 1208 Fitzlee Street were fixed. High grass letters were sent. Public Works staff helped the Public Utilities operator with issues at the plant. Staff filled low areas with soil at the Treatment Plant. Many 811 tickets were marked. Town staff worked with Wells Construction on the waterline project. Hydrants were flushed. Staff responded to a service call for air in the line at Hotel Hill. The Fire Department burned the brush pile for the Town.

d. **Farmer's Market Report**

The Farmers Market remains open for the 2025 season on Fridays.

e. **Treasurer's Report**

A Budget Summary Report and information on expenses over \$500 for April and May 2025 were provided in the packet.

f. **Planning Commission**

Vice-Mayor Tom Camden reported on the Planning Commission activities which include preparation of amendment for the joint public hearing held at this meeting.

g. **Town Manager's Report**

Ms. Finchum reported on the following:

A public hearing will be held on the FY25-26 draft budget at the June 10th Town Council meeting. State law requires the budget to be adopted at least seven days after the public hearing, no later than June 30th, the end of the fiscal year.

Staff had a meeting with the pre-auditor, Rodefer Moss, who is finishing the FY21 & FY22 review. Farmer and Cox, the Town's auditor will soon be starting the audits.

The Town Police Officer position remains unfilled. The Town Manager is working with the sheriff for temporary assistance. Alternatives to provide security and

code compliance will be addressed with Council. A temporary, part-time code compliance officer may be considered for assistance with improper outdoor storage, junk, trash, inoperable vehicles, tall grass, and other violations.

Staff continue working on updates to the Town code with the Planning Commission.

The construction of the new waterlines continues. Staff attends monthly project meetings with the engineer, CHA, VDOT, Wells Construction and others.

Other utility system repairs this month include repair of a pump at the plant.

The Town's computers have been updated over the past two months.

XI. Old Business

None

XII. New Business

None

XIII. Public Comment Period

No comments

XIV. Other Council Comments

Mr. Brandell Branch spoke about shooting of guns in Town and finding bullets on his property. Mr. Branch also spoke about stray dogs attacking citizens. Mr. Branch requested additional police protection and continuing the search to fill the police officer position.

Ms. Lisa Rogers researched the issue and spoke about updating Town ordinances to include leash laws. Ms. Rogers also spoke about vicious dog laws.

Ms. Natalie Harris spoke about information she received from the County Sheriff's office who request citizens to take pictures of events. Ms. Harris said to limit the number of dogs per household and specific vicious breeds. Ms. Harris provided her opinion that the Town should not pay for more police protection if the County Sheriff's office is required to respond. She spoke about citizens being attacked and fear of leaving their home to attend events and meetings.

XV. Adjourn

The meeting was not adjourned and continued to June 24th at 7 pm.

Glasgow Town Council Meeting Minutes
June 24, 2025
Meeting continued from June 10, 2025
Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Tom Camden, Lisa Rogers, Kent Dunn, Marcie Hill, Natalie Harris, Brandell Branch

Staff: Allyson Finchum, Town Manager/Town Clerk

I. Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch.
The continued meeting was called to order by Mayor Paul Williams and reconvened at 7:00 pm.

II. Presentations

None

III. Appointments

None

IV. Proclamations

V. Adoption of a Resolution Appropriating the FY2025/2026 Budget and Establishing the Schedule of Taxes, Rates and Fees

a. FY 2025/2026 Budget - Pursuant to the Code of Virginia Section 15.2-2506, A public hearing was held on the proposed FY 2025-2026 Town of Glasgow Budget and Capital Improvements Program, including the proposed schedule of taxes, rates and fees that the Town Council intends to adopt.

Town Council Discussion and Decision

A motion was made by Mr. Camden seconded by Ms. Rogers to adopt the FY 2025-2026 Town of Glasgow Budget and Capital Improvements Program, including the proposed schedule of taxes, rates, and fees. The motion passed unanimously.

VI. Public Comment Period

Roberta Branch, citizen, commented that she is a life-long resident of Glasgow and would like the Town to hire a police officer. She stated the Town has been fortunate

that no one has been harmed. She stated the Town needs the type of officer that is willing to work with the citizens on the problems within Glasgow. The Town has different types of people who frequent and Glasgow needs police protection.

Chris Springer, citizen, stated that he agrees the Town needs a police officer. He participates in St John's Episcopal Church ministries including the hiker shelter and having police protection will help them. Mr. Springer also commented on having someone to maintain the trash issues. He stated we need to keep the Town growing and improving.

Elizabeth Branch, citizen, said she previously lived in a Town no larger than Glasgow but it has grown and Glasgow has not. She is also concerned about the gunfire in Town.

Council thanked these citizens for their comments.

VII. Other Council Comments

Lisa Rogers said no one should have to live the way described by the citizens who spoke at public comment time tonight.

Brandell Branch spoke about drug activity in the Town, shooting of guns in the neighborhood, stray dogs. He reiterated that Council needs a police officer. His vision for the Town is to make Glasgow a place where people want to come.

VIII. Adjourn

The meeting was not adjourned at 7:17 pm.

A worksession followed the meeting on review of the draft animal control ordinance.



Glasgow Town Council Meeting Minutes
July 8, 2025
Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Vice-Mayor Tom Camden, Lisa Rogers, Natalie Harris, Kent Dunn, Brandell Branch (remote)

Staff: Allyson Finchum, Town Manager/Town Clerk

I. Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Dunn. The Regularly Scheduled Meeting was called to order by Mayor Paul Williams at 7:00 pm.

II. Presentations

None

III. Appointments

None

IV. Proclamations

None

V. Review and Approval of Minutes of June 10, 2025, continued to June 24, 2025

A motion was made by Ms. Lisa Rogers seconded by Ms. Natalie Harris to approve the minutes of June 10, 2025, regular meeting continued to June 24, 2025. The motion passed unanimously.

VI. Reports and Updates

a. Public Safety Report

The June 2025 call report was submitted by Rockbridge County. No significant issues.

b. Parks and Recreation Committee

Mayor Williams reviewed the written report submitted by staff. The first Rockin' the Gorge event held on 6/28/25 was a success! Southpaw was the band performing and the event was well attended despite many other events in the area and forecast for inclement weather which did not occur.

c. Farmer's Market Report

Carolyn Bradley, Farmers Market Manager, reported that the market is open on Fridays. There is a possible new vendor, however many long-time vendors are presently not participating due to moving out of the area and other reasons. A vendor meeting was held June 6th.

d. Public Works and Utilities

The Public Works report was read by Mayor Williams. The seasonal grass mowing and weed eating continue. Staff filled numerous VA 811 Locate Tickets – most are for the waterline replacement project. Three calls for sewer issues were resolved by staff. Staff received one call from dispatch for UPS trying to deliver a package to Town Hall during closed hours. Staff spent numerous days at the sewer plant fixing the telescope valves and clarifier which were backing up due to rags and other things. All the new 12-inch water lines and most of the 8-inch water lines have been installed and pressure tested with samples submitted to the lab for testing. Wells Construction is beginning to install insert valves on existing water lines on the north side of town which will allow the town to better control the water if a major break occurs. Staff completed monthly water meter report readings, manual readings, notification notices, and water cut offs.

e. Treasurer's Report

A Budget Summary Report and information on expenses over \$500 were provided in the packet.

f. Planning Commission

Vice-Mayor Tom Camden provided an update on the Planning Commission activities. A June meeting was not held due to the joint Town Council and Planning Commission meeting held on June 10th for public hearing on text amendments the Planning Commission had been reviewing for several months. The next Planning Commission meeting is scheduled on Tuesday, July 15th.

g. Town Manager's Report

Ms. Finchum reported the following:

A public hearing was held on the FY25-26 draft budget at the June 10th Town Council meeting. The budget, fee schedule, and new utility rates were adopted on June 24th. Staff continue working on updates to the Town code. An animal control ordinance and various property maintenance ordinances are being drafted for the Planning Commission and Town Council review. Staff continue to address code violations and citizen inquiries. The construction of the new waterlines continues. Staff attend monthly project meetings with the Town

engineer, CHA, VDOT, Wells Construction and others. American Tower is requesting additional ground space for equipment and co-location for the tower located on Town property.

VII. Old Business

None

VIII. New Business

a. Code Amendments

The Town Manager reviewed draft ordinance amendments with the Council concerning animal control and property maintenance including nuisance, tall grass, debris, trash, and inoperable vehicles.

IX. Public Comment Period

None

X. Other Council Comments

Council requested a worksession in August to discuss the draft ordinances and other matters.

XI. Closed Session

Motion by Vice-Mayor Tom Camden seconded by Ms. Lisa Rogers to go into closed session under section 2.2-3711.3 of the Code of Virginia for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Motion by Ms. Natalie Harris, seconded by Ms. Lisa Rogers, to come out of closed session and certification that only items for which the closed session was called were discussed.

Roll call vote: Vice-Mayor Tom Camden-aye, Lisa Rogers-aye, Natalie Harris-aye, Kent Dunn-aye, Brandell Branch (remote)-aye. The motion passed unanimously.

Acquisition of Property

Motion by Mr. Kent Dunn, seconded by Vice-Mayor Tom Camden, to approve the purchase of 908 Anderson Street for \$100,000 and direct the Town Manager to act upon the request accordingly. The motion passed unanimously.

XII. Adjournment

The meeting was unanimously adjourned at 7:36 pm.



**Glasgow Town Council Meeting Minutes
August 12, 2025
Glasgow Town Library**

Attendance: Mayor: Paul Williams Town Council: Vice-Mayor Tom Camden, Brandell Branch, Kent Dunn, Natalie Harris, Marcie Hill, Lisa Rogers

Also in Attendance: Sheriff Tony McFaddin, Carolyn Bradley (Farmers Market Manager)

Staff: Allyson Finchum, Town Manager/Town Clerk

I. Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch. The Regularly Scheduled Meeting was called to order by Mayor Paul Williams at 7:00 pm.

II. Presentations

Jeff Rankin, Water and Sewer Operator

Mr. Rankin thanked Council for their support as he retires after 32 years of employment with the Town on September 30, 2025. Mr. Rankin requested that Council consider paying him for his entire sick leave balance in addition to the 320 hours currently provided as a benefit in the Glasgow Personnel Policy.

Town Council took matter under advisement and thanked Mr. Rankin for his dedicated service and wished him well.

III. Appointments

None

IV. Proclamations

None

V. Review and Approval of Minutes of July 8, 2025

A motion was made by Ms. Lisa Rogers, seconded by Vice-Mayor Tom Camden to approve the minutes of July 8, 2025, Town Council meeting. The motion passed unanimously.

VI. Reports and Updates

a. **Public Safety Report**

The July 2025 call report was submitted by Rockbridge County. No significant issues.

b. **Parks and Recreation Committee**

Mayor Williams reviewed the written report submitted by staff. The second Rockin' the Gorge event was held on August 2nd. Little Marvin and the Martians was the band performing and the event was well attended, and weather was good. The next Rockin' the Gorge event will be held on September 6, 2025, 6-9 pm. Late Night Stumblers will be the band performing.

c. **Farmer's Market Report**

Carolyn Bradley, Farmers Market Manager, stated that there continues to be a lack of participation at the market. Her employment as Farmer's Market Manager will end on August 22nd. Ms. Bradley thanked Council for the opportunity. Town Council thanked Ms. Bradley for her dedicated service.

d. **Public Works and Utilities**

The Public Works report was presented by Mayor Williams. The seasonal grass mowing and weed eating continue. A water leak issue at 6th and Catawba Street was resolved by staff. Repairs at the sewer plant were performed. Staff completed monthly water meter report readings, manual readings, notification notices, and water cut offs. At the ballfield, the chain link fence was replaced, and the playing field was graded. Other problems were handled at the request of the Town Manager.

e. **Treasurer's Report**

A Budget Summary Report and information on expenses over \$500 were provided in the packet.

f. **Planning Commission**

Vice-Mayor Tom Camden provided an update on the Planning Commission activities. The Planning Commission met on July 15th to continue review of the draft ordinances on *animal control* and *property maintenance*.

g. **Town Manager's Report**

Ms. Finchum reported the following:

The Town is receiving additional police protection by the Rockbridge Sheriff's Department on a temporary paid basis until the Town employs their own officer. Sheriff Tony McFaddin spoke about the service agreement and willingness to assist and to notify him of specific issues needing to be addressed.

Rockbridge County ordinances require dogs to be controlled by their owners however the county has limited staff to enforce. The police officer position, when filled, may also be required to receive certification on animal control to assist in enforcement.

An inquiry was made about Town zoning district requirements for a custom order furniture maker with accessory kiln and sawmill.

An inquiry was made about filming scenes of a movie in Town in late 2025.

Staff continue working on updates to the Town code. Animal control and property maintenance ordinances are under review by the Planning Commission. The Town Council is requested to schedule a public hearing in Fall 2025.

Code compliance is a top priority and staff continue to address existing code violations and concerns. Two courtesy letters were sent to all citizens in utility bills and individual letters are also presently being sent. These notices are not violation notices but are for informational purposes to request property owners and tenants to clean their properties. The intention is to provide awareness about issues such as inoperable vehicles, junk, trash, tall grass, etc.

The Town is in the process of acquiring the former Presbyterian Church located at 903 Anderson Street. Closing is expected to occur in August. A committee may be formed to review possible land uses and other issues of the Historic Town Square.

Wells Construction continues making progress on replacing the main waterlines. Jeff Rankin, Water and Wastewater Operator, is retiring on September 30th after more than thirty years of service with the Town.

A lease is under review for the additional ground space requested by American Tower to be used for equipment and co-location on Town property.

The Town is participating in development of a Regional Hazard Mitigation Plan which allows all localities in the region to be eligible for FEMA funding in the wake of a natural disaster.

Staff are in the process of finalizing FY25 data for the FY27 budget process which will begin January 2026.

VII. Old Business

None

VIII. New Business

- a. Code Amendments – Discussion/Decision on Public Hearing for Animal Control, Property Maintenance

Motion by Brandell Branch, seconded by Vice-Mayor Tom Camden, to advertise and hold a joint Planning Commission and Town Council public hearing in October 2025 on Animal Control, Property Maintenance and Zoning amendments. The motion passed unanimously.

- b. Farmer's Market – Discussion/Decision on Closing or Self-Monitored
The Town Manager noted that the current Farmer's Market Manager's last day would be August 22nd, but vendors could still use the facility. Public Works staff would monitor activity.
- c. Hiker's Shelter – Discussion/Decision on Improvements to the Hiker's Shelter Facility
The Town Manager discussed with Town Council issues at the Hiker's Shelter including use by individuals who are not hikers and closing the facility for the winter. Town Council agreed to have staff coordinate improvements and changes with the Glasgow Episcopal Church who originally established the facility on public property.
- d. Glasgow Town Square – Discussion/Decision on Establishing Committee
The Town Manager discussed with Town Council establishing a committee of stakeholders as well as receiving citizen input on the Glasgow Town Center.
- e. BZA – Discussion on establishing a BZA as required by State Code. The Town Manager reviewed with Town Council the requirement with State law to establish a Board of Zoning Appeals to hear variances and appeals.

IX. Public Comment Period
None

X. Other Council Comments
None

XI. Closed Session
Motion by Vice-Mayor Tom Camden seconded by Ms. Lisa Rogers to go into closed session pursuant to Virginia Code 2.2-3711(A)(1) of the Code of Virginia for the discussion or consideration of the assignment, appointment, promotion, demotion, salaries, discipline, or resignation of specific officers, appointees, or employees of any public body.

Motion by Ms. Natalie Harris, seconded by Ms. Lisa Rogers, to come out of closed session and certification that only items for which the closed session was called were discussed.

Roll call vote: Vice-Mayor Tom Camden-aye, Lisa Rogers-aye, Natalie Harris-aye, Kent Dunn-aye, Brandell Branch-aye, Marcie Hill-aye. The motion passed unanimously.

XII. Adjournment
The meeting was unanimously adjourned at 8:24 pm.



Glasgow Town Council Meeting Minutes September 9, 2025 Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Vice-Mayor Tom Camden, Brandell Branch, Kent Dunn, Marcie Hill, Lisa Rogers

Staff: Allyson Finchum, Town Manager/Town Clerk

I. **Call to Order Town Council**

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch. The Regularly Scheduled Meeting was called to order by Mayor Paul Williams at 7:00 pm.

II. **Presentations**

Carol McFaddin, resident, spoke about an issue with a neighboring property that she believes has a violation of weeds.

Council Member Brandell Branch stated that the property is owned by himself, and is a butterfly habitat.

III. **Appointments**

None

IV. **Proclamations**

None

V. **Review and Approval of Minutes of August 12, 2025**

A motion was made by Ms. Lisa Rogers, seconded by Vice-Mayor Tom Camden to approve the minutes of August 12, 2025, Town Council meeting. The motion passed unanimously.

VI. **Reports and Updates**

a. **Public Safety Report**

The August 2025 call report was submitted by Rockbridge County. No significant issues.

b. **Parks and Recreation Committee**

Mayor Williams stated there was no activity to report.

c. Public Works and Utilities

The Public Works report was presented by Mayor Williams. The seasonal grass mowing and weed eating continue. Staff completed monthly water meter report readings, manual readings, notices of delinquent bills, and water cut-offs. Repairs at the sewer plant were performed. Water and sewer line repairs throughout Town were completed as necessary.

Chris Flint, Public Works Supervisor, continued, on behalf of the Town, to assist Wells Construction with the waterline project.

Staff met with potential new water and wastewater contract operators to manage the system upon departure of Jeff Rankin, current Town utility operator.

Nineteen Washington & Lee students participated in community service day and spread wood chips at the playground.

Council thanked the students for their effort.

d. Treasurer's Report

A Budget Summary Report and information on expenses over \$500 were provided in the packet.

e. Planning Commission

Vice-Mayor Tom Camden provided an update on the Planning Commission activities. The Planning Commission met on August 5th and 21st to continue review of the draft ordinances on *animal control, property maintenance, and outdoor storage*.

f. Town Manager's Report

Ms. Finchum reported the following:

The Town is receiving additional police protection by the Rockbridge Sheriff's Department on a temporary paid basis until the Town employs their own officer.

A private film maker is coordinating with the Virginia Film Office and the Town of Glasgow to film scenes for a movie near Town Hall on October 8th.

Staff continue working on updates to the Town code. Animal control, outdoor storage, and property maintenance ordinances are under review by the Planning Commission. The Town Council scheduled a public hearing in Fall 2025.

Staff continue to address existing code violations and concerns. Violation notices will be sent to address issues following revision of Town ordinances.

The Town has acquired the former Presbyterian Church located at 908 Anderson Street. Renovations will soon start on the sanctuary for an event facility and public meetings will soon be held at the site.

Wells Construction continues making progress on replacing the main waterlines.

The Town is considering options for water and sewer operators following retirement of the current operator.

A lease is under review for the additional ground space requested by American Tower to be used for equipment and co-location on Town property.

The Town is participating in development of a Regional Hazard Mitigation Plan which allows all localities in the region to be eligible for FEMA funding in the wake of a natural disaster.

The Town audits for several previous years is in process and staff is providing information to the auditor.

VII. Old Business

None

VIII. New Business

a. Elimination of Town Council Member Salary for Month of Absence

A motion was made by Ms. Marcie Hill, seconded by Mr. Brandell Branch to only pay salary to Town Council members who are present at the regularly scheduled monthly Town Council meeting. The motion passed unanimously.

IX. Public Comment Period

None

X. Other Council Comments

None

XI. Closed Session

Motion by Vice-Mayor Tom Camden seconded by Ms. Marcie Hill to enter closed session pursuant to Virginia Code 2.2-3711(A)(1) of the Code of Virginia for the discussion or consideration of the assignment, appointment, promotion, demotion, salaries, discipline, or resignation of specific officers, appointees, or employees of any public body.

Motion by Mr. Brandell Branch, seconded by Vice-Mayor Tom Camden, to leave closed session and certification that only items for which the closed session was called were discussed.

Roll call vote: Vice-Mayor Tom Camden-aye, Lisa Rogers-aye, Kent Dunn-aye, Brandell Branch-aye, Marcie Hill-aye. The motion passed unanimously.

XII. Adjournment

The meeting was unanimously adjourned at 7:43 pm.



**Glasgow Town Council Meeting Minutes
Joint Planning Commission Meeting
October 14, 2025
Glasgow Town Event Hall Meeting Room**

Attendance: Mayor: Paul Williams Town Council: Vice-Mayor Tom Camden, Brandell Branch, Kent Dunn, Natalie Harris, Marcie Hill, Lisa Rogers

Planning Commission: Chair Deborah Farina, Billy Thomas Laura Thomas, Vice-Mayor Tom Camden, Natalie Harris

Staff: Allyson Finchum, Town Manager/Town Clerk

Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch. The regularly scheduled Town Council Meeting was called to order by Mayor Paul Williams at 7:00 pm.

Call to Order Planning Commission – called by Planning Commission Chair Deborah Farina for special called Joint Meeting at 7:00 PM.

Presentations/Public Comment

Garrett Clower, Pastor of Natural Bridge Christian Fellowship presented information on new outreach services the church will be providing in Glasgow. The church has acquired part of the old Glasgow Fire Station on Powhatan Street and free services to the community include tutoring for children; weekly community meals; school supplies year-round; clothing and essentials; an emergency shelter support hotline to connect people with support for drug addiction recovery, suicide prevention, and family crisis intervention; a safe room for domestic violence victims; baby formula and food pantry; youth and teen events; partnering with local schools to fill clothing needs; and a mobile outreach trailer with food, clothing, other supplies and information.

Tony McFaddin, resident, spoke about an issue with the property adjacent to his land that he considers contains weeds and he requested corrective action by the Town.

Appointments

None

Proclamations

None

Public Hearing

TXT-03-2025 - An ordinance to amend Chapter 18 Zoning of the Code of The Town of Glasgow, Virginia, by amending Article II Residential District R-1, Section 18-15. Permitted Uses, and Article III Residential District R-2, Section 18-23. Permitted Uses and Article IV Commercial District C-1, Section 18-31 Permitted Uses Enumerated, by adding Outdoor Storage as an Accessory Use, subject to Standards. The purpose of the amendment is to allow Outdoor Storage as an accessory residential and commercial use subject to standards, where such use is not currently allowed by the ordinance.

The Town Manager provided a staff report. She said this amendment would provide a specified amount of outdoor storage on parcels in Town.

Mayor Williams opened the public hearing at 7:25 pm.

Barry Staton, citizen, said 50 square feet is not enough space for outdoor storage.

The Town Manager stated that currently outdoor storage of certain items is not allowed.

Discussion ensued amongst the public, Planning Commission, and Town Council about the appropriate amount of outdoor storage.

Vice-Mayor and Member of the Planning Commission, Tom Camden suggested that the Planning Commission continue to review the draft ordinance prior to their recommendation and delay moving it forward for Town Council decision.

The Planning Commission unanimously tabled the discussion of the issue until the next regularly scheduled Planning Commission meeting on October 21, 2025, at 4:30 PM. The draft amendment did not move forward to the Town Council for discussion and decision.

The public hearing remains open until the next joint Planning Commission/Town Council meeting scheduled for November 11, 2025, at 7 PM.

Adjournment of Special Called Joint Planning Commission Meeting

The Planning Commission meeting was unanimously adjourned at 7:47 PM.

Town Council Meeting Reconvened

The regularly scheduled Town Council Meeting was reconvened at 7:47 PM

Public Hearing

- a. **TXT-04-2025 - An ordinance to amend the Code of The Town of Glasgow, Virginia, by repealing and replacing Chapter 4-Animals and Fowl. The purpose of the amendment is to update the chapter to address barking dogs, nuisances, and dogs running at large/leash laws.**

The Town Manager provided a report about the draft ordinance. The Planning Commission reviewed and revised the draft ordinance over several months in several meetings. The revised sections include leash laws and violations for barking dogs. Other sections of the current Animals and Fowl Ordinance were not updated. The Town

Manager stated that the county Animal Control Officers enforce the county ordinance, and the Town does not presently employ an Animal Control Officer therefore the proposed ordinances weren't enforceable by the Town but only by the county at this time. The county is not obligated to enforce Town ordinances. She said the ordinance on barking dogs could be enforced by citizens at their personal expense as the ordinance states.

The public hearing was opened.

Chris Springer, citizen, spoke about concern of the proposed limitation of three (3) dogs.

- b. TXT-05-2025 - An ordinance to amend the Code of The Town of Glasgow, Virginia, by repealing Chapter 11. Nuisances and replacing with Chapter 11 Nuisances and Maintenance of Property. The purpose of the amendment is to reference the specific property maintenance issues and violations including nuisances, inoperable vehicles, junk, tall grass and weeds, and trash and unsafe structures, as specified in Section 15.2-900 through 15.2-907.1 of the Code of Virginia. The Chapter also identifies notification requirements, corrective actions, penalties and remedies available to the town to abate violations.**

The Town Manager provided a report on the draft ordinance. The Planning Commission reviewed and revised the draft ordinance over several months in several meetings. The ordinance updates the various property maintenance issues to conform with the most recent state law.

New Business - Discussion and Decision on Public Hearing Items

- a. TXT-04-2025 - An ordinance to amend the Code of The Town of Glasgow, Virginia, by repealing and replacing Chapter 4-Animals and Fowl. The purpose of the amendment is to update the chapter to address barking dogs, nuisances, and dogs running at large/leash laws.**

Discussion ensued and the Town Council deferred action and sent the draft ordinance to the Planning Commission for further review.

- b. TXT-05-2025 - An ordinance to amend the Code of The Town of Glasgow, Virginia, by repealing Chapter 11. Nuisances and replacing with Chapter 11 Nuisances and Maintenance of Property. The purpose of the amendment is to reference the specific property maintenance issues and violations including nuisances, inoperable vehicles, junk, tall grass and weeds, and trash and unsafe structures, as specified in Section 15.2-900 through 15.2-907.1 of the Code of Virginia. The Chapter also identifies notification requirements, corrective actions, penalties and remedies available to the town to abate violations.**

Discussion ensued. Vice Mayor Tom Camden motioned to approve the draft ordinance as presented in the interest of public health, safety, and welfare. Seconded by Natalie Harris. The motion passed unanimously. No further discussion.

Review and Approval of Minutes of September 9, 2025

A motion was made by Ms. Lisa Rogers, seconded by Vice-Mayor Tom Camden to approve the minutes of September 9, 2025, Town Council meeting. The motion passed unanimously.

Reports and Updates

a. Public Safety Report

The September 2025 call report was submitted by Rockbridge County. No significant issues.

b. Parks and Recreation Committee

Mayor Williams stated there was no activity by the Parks and Recreation Committee this month.

c. Public Works and Utilities

The Public Works report was presented by Mayor Williams. The seasonal grass mowing and weed eating continue. Staff completed monthly water meter report readings, manual readings, notices of delinquent bills, and water cut-offs. Repairs at the sewer plant were performed. Water and sewer line repairs throughout Town were completed as necessary.

Chris Flint, Public Works Supervisor, continued, on behalf of the Town, to assist Wells Construction with the waterline project.

IES is the new contract operator for the Town of Glasgow water and sewer system.

d. Treasurer's Report

A Budget Summary Report and information on expenses over \$500 were provided in the packet.

e. Planning Commission

Vice-Mayor Tom Camden provided an update on the Planning Commission activities. The Planning Commission met to continue review of the draft ordinances on *animal control, property maintenance, and outdoor storage*.

f. Town Manager's Report

Ms. Finchum reported that improvements to the Town property and buildings continue.

Staff continue to address existing code violations and concerns. Violation notices will be sent to address issues following adoption of Town ordinances.

Maintenance and repairs of the Town utility plant are ongoing.

I. Old Business

None

II. **New Business**

None

III. **Public Comment Period**

Ms. Carter, resident, is concerned that her water bill is too high.

Council requested staff to review.

IV. **Other Council Comments**

Vice-Mayor Tom Camden and Council thanked employees Chris Flint and Ben Williams for working with Wells Construction on the waterline project.

V. **Closed Session**

None

VI. **Adjournment**

The meeting was unanimously adjourned at 8:12 pm.



**Glasgow Town Council Meeting Minutes
Joint Planning Commission Meeting
November 11, 2025
Glasgow Town Event Hall Meeting Room**

Attendance: Mayor: Paul Williams Town Council: Vice-Mayor Tom Camden, Brandall Branch, Kent Dunn, Natalie Harris, Marcie Hill, Lisa Rogers

Staff: Allyson Finchum, Town Manager/Town Clerk

Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch. The regularly scheduled Town Council Meeting was called to order by Mayor Paul Williams at 7:00 pm.

Call to Order Planning Commission – No meeting. Quorum not present.

Presentations/Public Comment

Mike Lennon, representative of Purple Heart Homes, provided a presentation to Town Council. Purple Heart Homes focuses on addressing the unique housing challenges veterans face. Whether it's a new roof, installing wheelchair ramps, or mitigating mold, their work ensures veterans can live safely and independently. The organization's projects often involve older veterans living on fixed incomes, whose homes have become unsafe or inaccessible over time. In recent years, the organization has tackled veteran homelessness with innovative solutions like tiny homes. These compact, affordable homes provide transitional housing for veterans, helping them move from shelters to independent living.

At the heart of everything they do is a deep commitment to those who've sacrificed for our country. Their Purpose, Vision, and Mission guide their daily efforts to ensure every service-connected disabled Veteran has the stability, dignity, and opportunity they deserve. Whether they are building homes, rallying communities, or creating pathways to employment, their goal remains the same: to honor service with action - and to make "welcome home" mean something again.

Partnering with local organizations, Purple Heart Homes is creating a sustainable model that's replicable nationwide. Purple Heart Homes' impact goes beyond construction. The organization fosters a sense of belonging and purpose for veterans and volunteers alike. Their team includes over 200 full-time volunteers, half of whom are veterans spanning five generations. From hosting fundraisers to baking cookies for workers, there are countless ways for the community to get involved.

They focus their services on the individual. Whether home repair, renovation, acquiring housing, or providing employment, they take a personal approach with every Veteran they partner with. Each project is catered to the individual need to provide the most impactful outcome for the Veteran being served.

Veterans Aging in Place (VAIP) is for Purple Heart Homes Qualified Service-Connected Disabled Veterans who currently own a home that no longer meets their physical needs. Purple Heart Homes partners with local volunteers in the community with the intent of restoring dignity and quality of life by creating a safe, barrier-free living environment.

The Veteran Home Opportunity Program (VHOP) is for Purple Heart Homes Qualified Service-Connected Disabled Veterans who currently do not own a home. The program's purpose is to provide Purple Heart Homes Veterans with newly renovated and/or modified rental homes that have been donated from various sources specifically for the VHOP program. They also manufacture Veteran Tiny Homes (VTH) that will be available for ownership opportunities.

Discussion ensued. Town Council thanked Mr. Lennon for the information and agreed to continue discussion at a later date.

Appointments

None

Proclamations

None

Public Hearing (continued)

TXT-03-2025 - An ordinance to amend Chapter 18 Zoning of the Code of The Town of Glasgow, Virginia, by amending Article II Residential District R-1, Section 18-15. Permitted Uses, and Article III Residential District R-2, Section 18-23. Permitted Uses and Article IV Commercial District C-1, Section 18-31 Permitted Uses Enumerated, by adding Outdoor Storage as an Accessory Use, subject to Standards. The purpose of the amendment is to allow Outdoor Storage as an accessory residential and commercial use subject to standards, where such use is not currently allowed by the ordinance.

The Planning Commission was not convened, and this item was indefinitely deferred.

Public Hearing (continued)

TXT-04-2025 - An ordinance to amend the Code of The Town of Glasgow, Virginia, by repealing and replacing Chapter 4-Animals and Fowl. The purpose of the amendment is to update the chapter to address barking dogs, nuisances, and dogs running at large/leash laws.

The Planning Commission was not convened, and this item was indefinitely deferred.

Review and Approval of Minutes of October 14, 2025

A motion was made by Ms. Lisa Rogers, seconded by Vice-Mayor Tom Camden to approve the minutes of October 14, 2025, Town Council meeting. The motion passed unanimously.

Reports and Updates

a. Public Safety Report

The October 2025 call report was submitted by Rockbridge County. No significant issues.

b. Parks and Recreation Committee

Mayor Williams stated there was no activity by the Parks and Recreation Committee this month.

c. Public Works and Utilities

The Public Works report was presented by Mayor Williams. The seasonal grass mowing and weed eating continue. Staff completed monthly water meter report readings, manual readings, notices of delinquent bills, and water cut-offs. Water and sewer line repairs throughout Town were completed as necessary.

Repairs and maintenance at the sewer plant were performed and are occupying significant time for the department.

d. Treasurer's Report

A Budget Summary Report and information on expenses over \$500 were provided in the packet.

e. Planning Commission

Vice-Mayor Tom Camden provided an update on the Planning Commission activities. The Planning Commission met to discuss the outcome of the public hearing and reviewed revisions of the draft ordinances on *animal control and outdoor storage*.

f. Town Manager's Report

Ms. Finchum reported that IES, the Town's contract operators, submitted a report with significant concerns about the maintenance of the plant. The Town has begun to address the condition of the plant, and the repairs are a priority project.

Improvements to the Town property and buildings continue.

Staff continue to address existing code violations and concerns. Violation notices will be sent to address issues following adoption of Town ordinances.

Town audits for the past five years are currently underway by the independent auditor, Robinson, Farmer, Cox and Associates.

Annual personal property and real estate tax bills will soon be sent by mail and are due December 5th.

The Town Christmas Parade is scheduled for Saturday, December 6th at 4 PM. Information was provided in the utility bills.

The Town's first Free Market providing donated clothing, necessities and other items will take place November 20th at Town Hall across from the Food Pantry during food distribution.

I. **Old Business**

None

II. **New Business**

Review and Adoption of Amendments to Personnel Policy

The Town Manager provided information on an amendment to the sick leave policy reducing hours from eight (8) per pay period to eight per month, which is the customary amount provided by local government.

Discussion ensued. A motion was made by Marcie Hill, seconded by Lisa Rogers to approve the amendment as provided in the packet and presented. The motion passed unanimously.

III. **Public Comment Period**

IV. **Other Council Comments**

The Town Council agreed to hold a public workshop on January 27th to receive citizen input on current and future issues and needs. This discussion will assist in the budget preparation.

Council requested to review meeting rules at an upcoming meeting.

Council requested the Town Manager to ask Sheriff McFaddin about alternatives to security for the Town.

Council discussed aiding citizens in need.

V. **Closed Session**

None

VI. **Adjournment**

The meeting was unanimously adjourned at 7:43 pm.