

**TOWN COUNCIL MEETING  
JULY 12, 2021  
7:00 P.M.**

**PRESENT**

Mayor:	Roy M. Gladding
Vice Mayor:	Marcia W. Jenkins
Council Members:	Kay Carlton Fleet Dillard Kenneth A. Gillis Anita J. Latane
Town Manager:	Eric Pollitt
Town Clerk:	Patsy K. Scates
Town Attorney:	Diane M. Lank

**ABSENT**

Council Member:	Troy L. Balderson
Chief of Police:	James G. Ashworth, Jr.

Mayor Gladding called the meeting to order.

On motion of Marcia W. Jenkins, seconded by Anita J. Latane, Council voted unanimously to approve the June 14, 2021, Council Meeting Minutes.

**Votes were cast as follows:**

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Marcia W. Jenkins:	Aye	Anita J. Latane:	Aye
Fleet Dillard:	Aye		

Council Member Gillis stated that maintenance department repaired two water lines located at Heron Point and Prince Street. He stated that the staff is reading meters for this billing cycle and continue with grass cutting duties. He stated that all test results were within in compliance limits with no violations at the Wastewater Treatment Plant. Our trash truck had some mechanical issues however, trash pickup was still maintained.

Council Member Dillard stated that the Public Facilities Committee (Balderson, Dillard) and Council Member Latane met to discuss the statue/monument on Prince Street. He stated that Council Member Balderson met with the state revitalization specialist to get some guidance on the contextual plans for the statue/monument Prince Street. He stated that it will be an ongoing project and updates will be provided to the council members as we move along.

Council Member Dillard stated the Public Facilities Committee has been working on the Gateway Signs. He stated that the signs have been made and we have a landscape architect helping us move forward with the land scaping design around the signs. He stated that within the next two weeks we should have some landscaping designs available.

Council Member Dillard stated that the public facilities committee has a meeting schedule on Monday, July 19, 2021, at 8:00 a.m. at the site of the St. Margaret's/Gaines property to discuss the anticipated closing and the responsibility of each party pursuant to the contract.

Council Member Dillard stated that due to the possible acquisition of the St. Margaret's/Gaines property and development of other areas, the committee recommends the need of additional personal to help the maintenance department with the upkeep and the maintenance and beautification of our facilities, including the Town Office building property and the property located behind the Town Office. He stated there was also some discussion about hiring a third party to help us seasonally.

Council Member Gillis asked if it was correct that the public facilities committee is proposing hiring a third party to help with the maintenance of the grounds.

Council Member Dillard stated if needed because of the possible acquisition of property. He stated that it is felt that the Town has not done the best job of maintaining the properties.

Council Member Gillis stated that the Town Maintenance Supervisor is short-handed. He suggested that we use the money that we are proposing to hire a third party and hire more employees to help in the maintenance department.

Council Member Dillard stated that these were just some ideas that the public facilities had discussed, he welcomed all ideas and comments.

There was some discussion.

Town Manager Pollitt stated that the fiscal year just ended June 30, 2021, and we still have outstanding invoicing and revenue that needs to be collected, so if a financial report was to be presented, then it would not paint the whole picture at this time. He stated that he had spoken to Council Member Balderson and Vice Mayor Jenkins, and it was decided that we would present abbreviated report by power point. He stated that we will have a full report at the August 9, 2021, Council Meeting.

Town Manager Pollitt gave a power point presentation.

Mayor Gladding stated that the council members have the committee assignments in their packet but at this time he would like to expand some of the committees' members to three members because the workload has increased. He reviewed the changes with the council members and asked the Town Clerk to provide the changes to the council members.

Mayor Gladding stated that the Essex County Museum and Historical Society is requesting additional funds of \$5,000.00 for exterior renovations and development of their new courtyard.

Town Manager Pollitt stated that the purpose of the Façade Grant is to help business, and they are a non-profit organization whom the Town provides funds to each year, but we have funds in the budget set aside to provide some assistance for occasions such as this, if the council members so desire.

On motion of Fleet Dillard, seconded by Kay Carlton, Council voted to give the Essex County Museum and Historical Society the additional \$5,000.00 for exterior renovations and development of their new courtyard.

**Votes were cast as follows:**

Kay Carlton:	Aye	Kenneth A. Gillis:	Nay
Marcia W. Jenkins:	Aye	Anita J. Latane:	Aye
Fleet Dillard:	Aye		

Town Manager Pollitt stated that the Tappahannock Main Street Program had reached out for additional on time funding to help start off this concert series of \$5,000.00. He stated that Essex County has already made a financial donation.

On motion of Anita J. Latane, seconded by Kay Carlton, Council voted unanimously to allocate \$5,000.00 (one time) to the Tappahannock Main Street Program to help start off the Art Walk/ Third Thursday concert series.

**Votes were cast as follows:**

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Marcia W. Jenkins:	Aye	Anita J. Latane:	Aye
Fleet Dillard:	Aye		

On motion of Council Member Dillard seconded by Council Member Latane, the Tappahannock Town Council voted to convene in a closed meeting to discuss (*identify subject matter*) personnel exemption and acquisition of real property exemption in accordance with the Virginia Freedom of Information Act. Pursuant to Section 2.2-3711(A 1.) and Section 2.2-3711 A.3 of the Code of Virginia, 1950, as amended for discussion of (*identify subject matter*) personnel exemption and acquisition of real property exemption.

**Votes were cast as follows:**

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Marcia W. Jenkins:	Aye	Anita J. Latane:	Aye
Fleet Dillard:	Aye		

On motion of Council Member Dillard seconded by Council Member Latane Council **certified** that

**WHEREAS**, the Tappahannock Town Council has convened a closed 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 2.2-3712(D), of the Code of Virginia requires a certification by the Tappahannock Town Council that such closed meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE BE IT RESOLVED** by the Tappahannock Town Council this 12th day of July 2021, hereby certifies that, to the best of each members knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting pursuant to Section 2.2-3711 paragraph A.1 personnel exemption and Section 2.2-3711 A.3. acquisition of real property exemption was heard, discussed, or or considered by the Tappahannock Town Council.

**Certification as follows:**

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Marcia W. Jenkins:	Aye	Anita J. Latane:	Aye
Fleet Dillard:	Aye		

On motion of Kay Carlton, seconded by Anita J. Latane, Council voted to grant Town Manager Pollitt the authority to execute and secure all documents for the purchase of real properties in the Town of Tappahannock for the purpose of public use not to exceed \$125,000.00.

**Votes were cast as follows:**

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Marcia W. Jenkins:	Aye	Anita J. Latane:	Aye
Fleet Dillard:	Aye		

Mayor Gladding asked for any further business.

There being none, the meeting was adjourned.

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**Roy M. Gladding, Mayor**

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**Patsy K. Scates, Town Clerk**