

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

PRESENT

Mayor:	Roy M. Gladding
Vice Mayor	Marcia W. Jenkins
Council Member:	Kay Carlton
	Fleet Dillard
	Kenneth A Gillis
	Troy L. Balderson
	Anita J. Latane
Town Manager:	Eric Pollitt
Town Clerk:	Patsy K. Scates
Town Attorney:	Diane M. Lank
Chief of Police:	James G. Ashworth, Jr.

The meeting was held by zoom.

CALLED TO ORDER

Mayor Gladding called the meeting to order.

On motion of Marcia W. Jenkins, seconded by Anita J. Latane, Council voted unanimously to approve the March 8, 2021 Work Session Council Meeting Minutes, March 8, 2021 Council Meeting Minutes, and the March 25, 2021 Public Hearing/Special Council Meeting Minutes. MINUTES APPROVED

Votes were cast as follows:

Kay Carlton:	Aye	Troy L. Balderson:	Aye	COMMITTEE REPORTS
Marcia W. Jenkins:	Aye	Anita J. Latane:	Aye	
Fleet Dillard:	Aye			

Mayor Gladding stated that the water/sewer report is in the council's packet and since Council Member Gillis was not present to give the water/sewer report he asked Town Manager Pollitt if he had any comments.

Town Manager Pollitt stated that the employees are trying to catch up with the preventative maintenance schedule at the WWTP. He stated that superintendent Adam Townsend is doing a great job keeping things running smoothly at the WWTP. He stated that a line is being replaced on Earl Street if you happen to see road closure signs around that area. WATER/SEWER

Council Member Balderson stated that at this time the committee is still working on the Gateway/Welcome Sign project. PUBLIC FACILITIES

Vice Mayor Jenkins stated that according to the financial reports the business licenses are one hundred and four percent paid, the tobacco tax is at seventy-three percent, and the meals tax is at eighty percent. She praised the town employees for being very careful with not overspending town money. She stated that we are in stable financial condition. FINANCE

On motion of Marcia W. Jenkins, seconded by Troy L. Balderson the Council voted unanimously to approve the financial report for the month of March 2021. FINANCIAL REPORT APPROVED

Votes were cast as follows:

Kay Carlton:	Aye	Troy L. Balderson:	Aye
Marcia W. Jenkins:	Aye	Anita J. Latane:	Aye
Fleet Dillard:	Aye		

Town Manager Pollitt stated that last month he met with the Economic Development Committee to draft a resolution of response to the EDA and that he will present it to the council members before delivering it to the EDA.

Town Manager Pollitt stated that he and Beth Sharpe, Tappahannock Main Street are working on the Town's Community Development Block Grant (CDBG) Planning Grant which became available April 1, 2021 and they are working on receiving public input on the property acquired from St. Margaret's to see what features the public would like to have available. They should begin the planning process on that piece of property in the next few months. TOWN MANAGER REPORT

Town Manager Pollitt stated that USDA-RD provided us with an update on our grant application for the trash truck and sewer cameras. The representative said our application should be approved before June 1 which means we should be eligible for additional grant funding due to a hurricane that came through the area in the last twenty years, and we should be able to proceed with the bid and purchase process in the summer or fall of 2021.

There was some discussion.

Town Manager Pollitt stated that the staff is currently working with the Public Facilities Committee on the new Gateway/Entrance signs options. We have two sign options for the May meeting. He stated that the logo needs to be updated and we have reached out to a facilitator/designer to help brainstorm ideas for the new logo.

Town Manager Pollitt stated that the Earl Street sewer line and manhole replacement project began on Monday, April 5, 2021 and this project is expected be finished up by Friday, April 16, 2021. He stated that the meeting for Thursday, April 8, 2021 with the company replacing the Hoskins Creek sewer line had to be rescheduled for the week of April 12th and the financing is lined up for the project and the necessary permits have been approved and we hope to start replacement before May 1, 2021.

Town Manager Pollitt asked for any comments or questions. He said if the council members ever want him to investigate anything to please let him know.

Mayor Gladding stated that council should consider proceeding with refinancing the VRA Loan.

Council Member Dillard asked Town Manager Pollitt to refresh the council members memory about the VRA Loan.

Town Manager Pollitt stated that this loan is from an upgrade to the Wastewater Treatment Plant several years ago when they did the expansion. He stated if we refinance the loan than we could save money and refinancing this loan would give us more financial flexibility. He stated that we could save up to \$100,000.00 on the first year.

Council Member Dillard thanked Town Manager Pollitt for all his hard work.

On motion of Anita J. Latane, seconded by Kay Carlton, Council voted unanimously to proceed with refinancing the VRA loan.

Votes were cast as follows:

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

On motion of Kenneth A. Gillis, seconded by Anita J. Latane, Council voted unanimously to appoint Shannon Clunie to the Tappahannock Planning Commission for a four-year term to expire on May 9, 2025.

Votes were cast as follows:

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

On motion of Fleet Dillard, seconded by Kay Carlton, Council voted unanimously to recommend to the Essex County Board of Supervisors the appointment of Eric Pollitt to the Tappahannock-Essex Airport Authority for a term of one year.

Votes were cast as follows:

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

Mayor Gladding stated the council should consider modifying the mileage reimbursement of an employee from .26 per mile to the standard IRS annual mileage rate.

Town Manager Pollitt stated if a town vehicle is not available for use, the employee may use his private vehicle on approval by the department head and the town will reimburse the employee.

COUNCIL
VOTED
TO
PROCEED
WITH
REFINANCE
VRA
LOAN

SHANNON
CLUNIE
REAPPOINTED
TO PC
TERM
ENDS
2025

ERIC
POLLITT
APPOINTED
TO
AIRPORT
AUTHORITY
ONE YEAR

On motion of Fleet Dillard, seconded by Anita Latane, Council voted unanimously to modify the mileage reimbursement of an employee from .26 per mile to the standard IRS annual mileage rate.

COUNCIL VOTED TO CHANGE MILEAGE REIMBURSEMENT TO STANDARD IRS ANNUAL MILEAGE RATE

Notes were cast as follows:

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

Mayor Gladding stated that council should consider approving Gene Reams services to search and apply for a grant for the police department's generator.

Town Manager Pollitt stated that Chief Ashworth had requested a generator for his department. He stated that the generator would serve both the Tappahannock Police Department and the Tappahannock Maintenance Department since the buildings are side by side. He feels that this generator is desperately needed for the departments.

Town Manager Pollitt stated that Gene Reams would apply for the grant to purchase the generator on behalf of the town for his fee of \$2,500.00.

On motion of Kay Carlton, seconded by Anita J. Latane, Council voted unanimously to approve Gene Reams services to search and apply for a grant for a generator to be shared by the Tappahannock Police Department and the Tappahannock Maintenance Department.

GENE REAMS SERVICE TO APPLY FOR A GRANT FOR GENERATOR FOR POLICE & MAINTENANCE APPROVED

Notes were cast as follows:

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

Mayor Gladding recognized Tommy Blackwell, Essex County Commissioner of the Revenue.

Tommy Blackwell, Essex Commissioner of the Revenue discussed the real estate reassessment and the Town equalized rate.

There was some discussion about the real estate tax rate changes over the years due to changes with reassessments.

Mayor Gladding stated that council should consider changes to the Tappahannock Façade Grant Program.

Town Manager Pollitt stated that the maximum new FIG amount available for any approved project or property is \$5,000.00 and funding is available on a first-come, first-served basis until the funding pool has been exhausted annually as appropriated each fiscal year (beginning July 1st and ending June 30th of the following year).

FACADE GRANT PROGRAM CHANGES APPROVED

Town Manager Pollitt discussed the application process for the Tappahannock Façade Grant Program.

On motion of Anita J. Latane, seconded by Troy L. Balderson, Council voted unanimously to approve the changes to the Tappahannock Façade Grant.

Notes were cast as follows:

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

On motion of Fleet Dillard, seconded by Kay Carlton, Council voted unanimously to amend the zoning ordinance to permit alcoholic beverages manufacturing in the CC1(Central Commercial and the CG-2 (General Commercial) zoning districts.

COUNCIL APPROVES TO ALLOW ALCOHOLIC BEVERAGE MANUFACTURING IN CC-1 AND CG-2 DISTRICT

Notes were cast as follows:

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

Mayor Gladding stated that he would like to discuss the monument/statue issue on Prince Street.

Mayor Gladding stated that he would like to appoint the Public Facilities (*Balderson/Dillard) to research this item and see what options the Town may have and bring back their research to the council members for discussion as to what action, if any, can be taken. He encouraged the council members to work with the public facilities committee.

MAYOR APPOINTS PUBLIC FACILITIES TO RESEARCH STATUE ON PRINCE STREET

Council Member Gillis express his frustration with not being able to inform the citizens on the status of the monument/ statue located on Prince Street.

A motion was made by Council Member Gillis for action to be taken on the monument/statue located on Prince Street. No second was made.

Council Member Latane stated that the council members have seen the research done by the attorney hired by Essex County and she feels action needs to be taken tonight.

Council Member Dillard asked Town Manager Pollitt if he had received all the documents regarding, the statue/monument from Essex County per his request to Michael Lombardo, Essex County Administrator.

Town Manager Pollitt stated that as of tonight he has not received the requested information.

There was some discussion.

Council Member Latane stated that she wants it to go on record that she does not want this issue about the monument/statue on Prince Street to be prolonged.

There was some discussion.

Mayor Gladding stated that if Council Member Latane would like to participate in the research regarding the monument/statue on Prince Street with the Public Facilities Committee then she is welcomed too.

Mayor Gladding asked for any comments or questions.

Town Manager Pollitt gave a budget presentation to the council members.

Council Member Carlton thanked Town Manager Pollitt for all his hard work and commended him on a great budget presentation.

Council Member Carlton asked if the Town of Tappahannock will be receiving any more Cares Act money.

Town Manager Pollitt stated that the Town of Tappahannock is scheduled to receive some additional federal aid, but he is not sure what strings would be attached to it, if any.

There was some discussion.

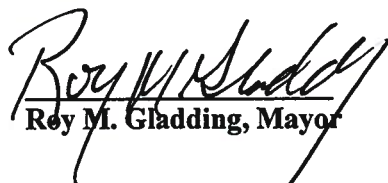
Mayor Gladding and the Council Members commended Town Manager Pollitt on a great job on his presentation.

Mayor Gladding asked for any comments or questions.

ADJOURNED

There being none, the meeting was adjourned.

Track 52


Roy M. Gladding, Mayor


Patsy K. Scates, Town Clerk