

**TOWN COUNCIL MEETING  
JUNE 14, 2021  
7:00 P.M.**

**PRESENT**

Mayor:	Roy M. Gladding
Vice Mayor:	Marcia W. Jenkins
Council Members:	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.*

Mayor Gladding called the meeting to order.

On motion of Marcia W. Jenkins, seconded by Fleet Dillard, Council voted unanimously to approve the May 10, 2021, Public Hearing Meeting Minutes, May 10, 2021, Regular Town Council Meeting Minutes, and the May 19, 2021, Special Council/Public Hearing Meeting Minutes.

**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

Council Member Gillis stated that the maintenance staff continues their efforts in keeping up the grass cutting duties. He stated that an eight (8) inch sewer force main pipe was replaced under Hoskins Creek extending to Sycamore Drive pump station and this was a joint effort with the contractor (Crofton Industries), Tappahannock Fire Department, Treatment Plant Staff, and Town Maintenance Department. He stated that at the two-alum chemical addition pump units were replaced to ensure treatment at the treatment plant and all test results were complying limits with no violations. The trash truck had some mechanical issues, but trash pick-up was maintained.

Vice Mayor Jenkins stated that the month of June is the last month of the Town's fiscal year. She stated that the new fiscal year starts in July and the Town is in good financial shape. She reviewed the financial report.

On motion of Kenneth A. Gillis, seconded by Anita J. Latane, the financial report for the month of May 2021.

**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

Town Manager Pollitt reported that the work on replacing the sewer line in Hoskins Creek was completed. There were some minor hiccups along the way like most projects, but there have not been any issues with the new sewer line. He stated that he had been working with VDOT on the watch your speed signs and VDOT approved the sign going north on Rt. 17/360 near the Hoskins Creek Bridge, but they did not approve the sign on Rt. 17 going South into Town close to the Catholic church. VDOT explanation was the average speed recorded in the study was not high enough to justify installing a sign and there was sign cutter at that location.

On motion of Troy L. Balderson, seconded by Kay Carlton, Council voted unanimously to approve the following tax rates and fees for FY 2021-2022 to become effective July 1, 2021.

## 2021 TOWN TAX RATES

Real Estate	\$0.09 per \$100 of assessed value
Mobile Homes	\$0.09 per \$100 of assessed value
Public Service Corps.	\$0.09 per \$100 of assessed value
Personal Property (Residential)	\$1.25 per \$100 of assessed value
Personal Property (Business)	\$0.40 per \$100 of assessed value
Machinery and Tools	\$0.40 per \$100 of assessed value

**WHEREAS**, that the Town Council does hereby impose and levie by the town on each person a tax at the rate of **SIX (6)** percent on the amount paid for meals purchased from any food establishment, whether prepared in such food establishment or not, and whether consumed on the premises or not; and

**WHEREAS**, that the Town Council does hereby impose and levie on each transient obtaining lodging or the use of space at any hotel, a tax equal to **SIX (6)** percent of the total amount paid for such lodging or the use of space by or for any such transient to any hotel; and

**WHEREAS**, that the Town Council does hereby impose fees for services including refuse and garbage collection Fiscal Year 2022 or July 1<sup>st</sup> 2021– June 30<sup>th</sup> 2022 set as given below:

### REFUSE AND GARBAGE PICKUP

Description	New Rate July 1, 2021
Residence Twice Weekly Pickup	\$12.00 – Monthly
Commercial Twice Weekly Pickup	\$25.00 – Monthly
Dumpster Twice Weekly Pickup	\$45.00 – Monthly
Extra Pickup – Residential or Commercial	\$25.00 per pickup Residential or Commercial
Brush or Miscellaneous Items Pickup	\$25.00 ½ load or \$50.00 full load
Dumpster Purchase and Process Fee	\$250.00 one- time fee per purchase of any size dumpster

### PERMIT FEES

Description	New Rate July 1, 2021
Basic Zoning Permits	\$50.00
Minor Site Plans	\$50.00
Major Site Plans *Existing Development	\$250.00
Major Site Plans *New Development	\$500.00
Subdivisions – Minor	\$250.00
Subdivisions – Major	\$500.00
Sign Permits – Single 32 square feet or less	\$50.00
Sign Permits – Multiple Large 32 square feet or more	\$100.00
Amendment to Zoning Text	\$50.00 plus associated costs
Variance	\$50.00 plus associated costs
Special Exception	\$50.00 plus associated costs

### MISCELLANEOUS

Description	New Rate July 1, 2021
Dog Tags	Males -\$5.00
Dog Tags (spayed)	Females - \$5.00
Dog Tags (un-spayed)	Females -\$8.00
Water Reconnection Fee	\$30.00
DMV Stop Fees	\$25.00
Parking Tickets	\$30.00
Police Reports	\$5.00

**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 Marcia W. Jenkins, seconded by Kenneth A. Gillis, Council voted unanimously to adopt the General Budget, Water and Sewer Budget and the Cemetery Budget for FY 2021-2022 by resolution to become effective July 1, 2021.

**RESOLUTION  
A RESOLUTION TO ADOPT THE FY22 OPERATIONS BUDGET,  
SET THE TAX RATES AND APPROPRIATE FUNDS**

**WHEREAS**, it is the responsibility of the Town Council of Tappahannock Virginia to approve and control the Town’s fiscal plan for Fiscal Year 2022; and,

**WHEREAS**, the Town Council has received numerous staff reports; has reviewed each request for funding; and has received comments from residents at a duly advertised public hearing on May 10<sup>th</sup>, 2021; and

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of Tappahannock Virginia this 14<sup>th</sup> day of June 2021, that the Town of Tappahannock budget totaling **\$5,957,430** is adopted and the tax rates for Fiscal Year 2022 or July 1<sup>st</sup> 2021– June 30<sup>th</sup> 2022 set as given below:

**2021 TOWN TAX RATES**

Real Estate	\$0.09 per \$100 of assessed value
Mobile Homes	\$0.09 per \$100 of assessed value
Public Service Corps.	\$0.09 per \$100 of assessed value
Personal Property (Residential)	\$1.25 per \$100 of assessed value
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**WHEREAS**, that the Town Council does hereby impose and levie on each transient obtaining lodging or the use of space at any hotel, a tax equal to **SIX (6)** percent of the total amount paid for such lodging or the use of space by or for any such transient to any hotel; and

**WHEREAS**, that the Town Council does hereby impose fees for services including refuse and garbage collection Fiscal Year 2022 or July 1<sup>st</sup> 2021– June 30<sup>th</sup> 2022 set as given below:

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**MISCELLANEOUS**

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Water Reconnection Fee	\$30.00
DMV Stop Fees	\$25.00
Parking Tickets	\$30.00
Police Reports	\$5.00

**BE IT FURTHER RESOLVED** that the Town Council does hereby budget and appropriate to the TOWN OF TAPPAHANNOCK GENERAL FUND OPERATING BUDGET the following revenues and expenditures:

**REVENUES**

Real Property Tax	\$250,560
Personal Property Tax	\$157,600
Penalty & Interest	\$2,105
Other Local Taxes	\$2,923,650
Permits/Fees/Licenses	\$1,745
Fines & Forfeitures	\$12,910
Use of Money & Property	\$1,600
Charges for Services	\$192,095
Non-Revenue Sources	\$256,275
State Aid	\$122,170
Federal Aid	<u>\$0,000</u>

**TOTAL REVENUE** **\$3,920,710**

**EXPENDITURES**

General Government	\$935,470
Police Dept.	\$982,940
Fire/Rescue	\$118,790
Public Works	\$890,755
Unclassified	\$190,430
Water & Sewer Transfer	\$415,340
Capital Projects Transfer	\$266,560
Debt Service	<u>\$120,425</u>

**Total Expenses** **\$3,920,710**

**BE IT FURTHER RESOLVED** that for budgeting and accounting purposes, the adopted budget revenues and expenditures for the Capital Improvements Funds are set as follows:

Capital Fund Revenues\*

Local Use of General Fund Balance	<u>\$266,560</u>
<b>TOTAL</b>	<b>\$266,560</b>

Capital Fund Expenditures

General Government Reserve	\$25,000
General Government Capital Improvements	\$140,730
Water & Sewer Capital Improvements	<u>\$100,830</u>
<b>TOTAL</b>	<b>\$266,560</b>

\*Capital fund revenues are supplemented by transfers from the General Fund.

**BE IT FURTHER RESOLVED** that for budgeting and accounting purposes, the adopted budget revenues and expenditures for the TOWN OF TAPPAHANNOCK CEMETERY FUND OPERATING BUDGET are set as follows:

	Revenues	Expenses	
Balance Forward	\$5,000	Legal & Recording of Deeds	\$800
Sale of Lots	\$6,000	Lights	\$500
Interest	<u>\$500</u>	Grounds Maintenance	<u>\$10,200</u>
<b>Total Revenue</b>	<b>\$11,500</b>	<b>Total Expenses</b>	<b>\$11,500</b>

**FINALLY BE IT RESOLVED** that for budgeting and accounting purposes the adopted budget revenues and expenditures for the TOWN OF TAPPAHANNOCK WATER & SEWER FUND OPERATING BUDGET are set as follows:

	Revenues	Expenses	
Water Usage Revenue	\$396,595	Personnel Sub-Total	\$653,102
Sewer Usage Revenue	\$989,020	Capital Sub-Total	\$87,680
Misc. Revenue Sub-Total	\$235,765	Operations Sub-Total	\$556,290
Transfer from General Fund	<u>\$415,340</u>	Debt Service Sub-Total	<u>\$739,648</u>
<b>Total Revenue</b>	<b>\$2,036,720</b>	<b>Total Expenses</b>	<b>\$2,036,720</b>

*Resolution – Budget FY 2021-2022*

**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 recognized Town Manager Pollitt and asked him to comment on the USDA resolutions.

Town Manager Pollitt stated that we received over \$95,000.00 worth of grant money for the purchase of both pieces of equipment, and we will be financing the balance through USDA.

On motion of Troy L. Balderson, seconded by Marcia W. Jenkins, Council voted unanimously to adopt the resolution from USDA for the purpose of purchasing a 2021 DCI sanitation vehicle to serve the Town of Tappahannock.

**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 Troy L. Balderson, seconded by Kenneth A. Gillis, Council voted unanimously to adopt the resolution from USDA for the purpose of acquiring a 2021 DCI sewer camera to serve the Town of Tappahannock.

**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 Marcia W. Jenkins, Council voted unanimously to recommend to the Essex County Circuit Court the appointment of Yvonne Vaughan to serve on the Tappahannock Board of Zoning Appeals to fill the unexpired term of George Jennings which shall expire on February 11, 2023.

**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 Troy L. Balderson, seconded by Anita J. Latane, Council voted unanimously to adopt the following resolution:

**Virginia Destination Marketing Organization**

*WHEREAS*, the Town of Tappahannock wishes to increase tourism opportunities; and

*WHEREAS*, the State of Virginia’s Tourism Corporation coordinates marketing activities solely with Destination Marketing Organizations (DMO) within the state to market the Commonwealth as a premier travel destination; and

*WHEREAS*, the advantage of being a Destination Marketing Organization within the Commonwealth of Virginia would allow for partner opportunities and grant applications; and

*WHEREAS*, increasing tourism to the Town of Tappahannock would serve to increase local business that may result in increased tax revenue to the Town and surrounding communities; and

*NOW, THEREFORE LET IS BE RESOLVED* by the Town of Tappahannock Town Council, this 14<sup>th</sup> day of June 2021, the Town of Tappahannock will petition Virginia Tourism Corporation (VTC) to recognize the Town of Tappahannock as a Destination Marketing Organization (DMO).

*BE IT STILL FURTHER RESOLVED* that the Town Manager, or his or her designee, is hereby authorized and directed to act as chief liaison for the DMO.

The foregoing resolution was adopted by the Town Council of the Town of Tappahannock at its regular meeting held on June 14, 2021, in Tappahannock, VA. *Resolution- Virginia Tourism Corporation Resolution*

**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 recognized Beth Sharpe, Executive Director of the Tappahannock Main Street.

Beth Sharpe, Executive Director of the Tappahannock Main Street thanked the council members for their continued support. She presented the council members with a packet with updates and requests.

There was some discussion.

Mayor Gladding recognized Marcellus Dungee a resident of Della Street.

Marcellus Dungee expressed his frustration with the Wright Street flooding, potholes, and having to clean his ditch of debris because of the flooding.

There was some discussion.

Mayor Gladding thanked Mr. Dungee for addressing his issues with the council members. He stated that he understands because the Town has similar frustrations with VDOT not providing the services the Town deserves. He stated that a VDOT official indicated to him that if the citizens contact VDOT then

the chance of getting issues resolved his greater. He encouraged him to contact VDOT and address his issues since they own the streets.

Council Member Dillard asked Mr. Dungee to write a letter to Virginia Department of Transportation address Mr. Dungee's issues. Council Member Dillard asked Town Manager Pollitt to follow up with Mr. Dungee to provide him with the contact information.

Mayor Gladding recognized Council Member Balderson.

Council Member Balderson read a statement regarding the Prince Street Civil War Memorial/Statue.

The Town of Tappahannock, through research, identified ownership of the street where the Civil War Memorial stands. Once ownership was established, the next step was to review what legal options the owner of the memorial has to address the concerns of its existence.

At that time Mayor Gladding referred this responsibility to the Public Facilities Committee, which is comprised of Council Member Dillard and Council Member Balderson and Council Member Latane was asked to participate in the Civil War memorial review and help decide the best recommendation to provide to Council.

The committee and Ms. Latane met on 4/28/2021, discussed "what was asked of us?". We educated ourselves on the history of the memorial and began to discuss options. We identified options for the outcome of this memorial. 1- Leave it, 2- Remove it, 3- contextualize it, and 4 – referendum. We researched each option, where would we move it to, what would these options cost, what would we contextualize, and how? and what is the referendum process? We discussed what comments we have heard throughout the community, on social media, public comments during the County public hearing on November 12, 2020, emails that have been sent to us, and "Letters to the editor" in the local paper.

The War Memorial was not erected pursuant to Virginia Code section 15.2 -1812. Justice Goodwyn's opinion in City of Charlottesville v. Payne, April 1, 2021, is that this Code and its prohibitions do not apply to memorials placed before 1997. This opinion does not necessarily mean that the council could not conduct a referendum. However, we agreed, that we needed to hear from our community directly. A public comment meeting was held on 5/19/2021.

During the 5/19 public comment meeting, we heard: tear it down, remove it, leave it, respect the names on it, and compromise. We heard about Jim Crow Era statute, slavery, and racism. We also heard about veterans, men who died fighting for their state, and respect. The day of the public meeting, the Town Clerk received 168 individual letters. Due to time constraints the letters were not reviewed prior to the public hearing. The letters were reviewed by the committee chairman and identified all were to keep the statue as is.

The committee reconvened on 6/11/2021. The committee spent time discussing the potential contextualization of the monument. Such contextualization might include removal of the statue, removal of the confederate flags, and the addition of language that recognizes the varying opinions about the monument.

**The unanimous recommendation from the committee:**

To remove the soldier, to remove the plaque of the confederate flags, and add language that recognizes the varying opinions about the monument.

Council Member Balderson presented a power point presentation which showed what the committee was purposing to remove the soldier, remove the plaque of the confederate flags, leave the names of the soldiers, and add language that recognizes the varying opinions about the monument.

Council Member Balderson stated that since the ownership of the soldier and flags is the town's it would be removed and placed into storage.

Council Member Balderson read language that is placed on the Theodore Roosevelt statue and suggested the Town of Tappahannock could use similar language for the statue on Prince Street. He also suggested placing a QR code to learn about the history of the statue.

Mayor Gladding stated that he wants the council members to be aware that he received a packet on June 14, 2021, at 4:19 p.m. that contained one-hundred and fifty-nine (159) signatures of individuals

who wanted the statue removed. He stated that he cannot validate the creditable of the signatures of the individuals (like we did with the other signatures to keep the statue) because of the time restraints.

A citizens stated that she feels having the names on the statue is a deterrent of what the Main Street Program is trying to accomplish.

Council Member Carlton stated that she feels there must be some type of compromise and she thanked the committee for all their hard work.

On motion of Anita J. Latane, seconded by Kenneth A. Gillis, Council voted unanimously to remove the soldier, remove the plaque of the confederate flags, and add language that recognizes the varying opinions about the monument.

**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 thanked the committee members for their work on the recommendation about the statue/monument on Prince Street.

Mayor Gladding asked for any further business.

There being none, the meeting was adjourned.

*Track 61*

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**Roy M. Gladding, Mayor**

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**Patsy K. Scates, Town Clerk**