

**TOWN COUNCIL MEETING
SEPTEMBER 13, 2021
7:00 P.M.**

PRESENT

Mayor: Roy M. Gladding
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
Chief of Police: James G. Ashworth, Jr.

ABSENT

Vice Mayor: Marcia W. Jenkins

Mayor Gladding called the meeting to order.

On motion of Troy L. Balderson, seconded by Kenneth A. Gillis, Council voted unanimously to approve the August 9, 2021, Council Meeting Minutes.

Votes were cast as follows:

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

Council Member Gillis reported that the maintenance department repaired two ruptured water pipes in the Ridgecrest Subdivision and on Virginia Street. The maintenance department also filled in potholes with asphalt at several locations in town and read all service water meters for this billing cycle. He reported that a flow meter was replaced, and general operations were maintained with good treatment and the test result for the month of August were within compliance limits with no violations. The sanitary crew continues to maintain trash pickup and carry the workload.

Council Member Balderson reported that work on the Gateway signs should begin this week. He reported that the Christmas Tree that was in Wakefield area has been cut down and he would like to discuss with the council members on replacing it later in the meeting. He stated that at the next month's meeting council will discuss playground equipment for behind the Town Office building and the Wakefield area. He reported that the Prince Street statue project is still moving forward.

Council Member Latane stated that the Tappahannock Main Street monthly report is in the Town Council agenda packet. She reminded the council members of the 3rd Thursday's event and the Tappahannock Farmer's Market event that is scheduled for the third Saturday of each month. She stated that volunteers are needed.

Council Member Carlton reported that a grant was issued to the old "DAW" Movie Theater. She listed some of the upcoming winter fest events that is being sponsored by Tappahannock Main Street Program.

Council Member Gillis asked Chief Ashworth if he could suggest a way to improve the traffic issues that arise during the Third Thursday event.

Chief Ashworth stated that the road closure permit was approved by the Virginia Department of Transportation for the Tappahannock Main Street Program to close the road and unfortunately, he did not have a solution for the traffic issues.

After some discussion regarding the traffic issues, it was suggested that Chief Ashworth contact the local representative at the Virginia Department of Transportation office to see if a temporary road closure sign could be placed on Wright Street by the traffic light off Church Lane.

Town Manager Pollitt gave a presentation on the financial report for the month of August.

On motion of Kenneth Gillis, seconded by Anita Latane, Council voted unanimously to approve the financial report for the month of August 2021.

Votes were cast as follows:

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

Town Manager Pollitt reported:

- The Town of Tappahannock submitted the downtown revitalization initial activities to the Virginia Department of Housing and Community Development (DHCD). We should hear back from DHCD in November or December. They will send a community development specialist to facilitate the downtown revitalization planning process.
- The Mayor and I would like to have a work session in October to discuss how Council would like to use the new round of federal stimulus money (ARP or ARPA). Staff will conduct research on how other towns are using their funds. We will look at current projects Council has set as priority and see if these funds can be applied towards them.
- The second meeting to discuss the new seal/logo is Tuesday the 14th. Anita and Kay are on this committee. After our second meeting, the committee would like the designer to present the initial design for feedback to refine the final product.
- The comprehensive study of the town's sewer system is almost complete. The study is now undergoing a preliminary environmental review. While we hoped to have it complete before September, USDA-RD has awarded all its project funding for their fiscal year which ends September. October would be the earliest we could submit the report for federal funding. This will be the beginning of the new grant funding cycle as well which will benefit the town if awarded grant funds.
- The Middle Peninsula Planning District Commission (MPPDC) professional planning services group met with Frank and I in late August. We discussed the schedule of work to be done. One of the items in the scope of work will be to develop an updated version of the town's zoning map which is desperately needed. This has not been done since 1991 roughly. We don't have an electronic copy currently to print copies. We would like to have Council adopt the new zoning map as the official zoning map for the town. The group intends to have the map done around January and begin working with the planning commission on initial findings of the comprehensive plan in springtime of 2022.

Mayor Gladding stated that the council members should consider granting permission to Herb Osburn to resurface the tennis courts located on Virginia Street.

Council Member Dillard reported that he had met with Mr. Osbourn to discuss resurfacing the tennis courts and was given some quotes but there is no documentation in writing.

There was some discussion.

Council Member Gillis asked if any other quotes were received for this project.

Council Member Dillard stated that he believes that it is always a good idea to receive more than one quote for a project, but he does not have another quote. He does not object if someone else would like to receive another quote from another contractor for this project.

Town Manager Pollitt stated the difficulty in finding a contractor available with this expertise.

There was some discussion.

Council Member Balderson asked if lines for the game pickle ball could be installed on at least one of the courts.

There was some discussion.

On motion of Fleet Dillard, seconded by Kay Carlton, Council voted unanimously to authorize Town Manager Pollitt permission to negotiate resurfacing the tennis courts located on Virginia Street with Herb Osbourn of Tennis Courts, Inc. for a price not to exceed \$30,000.00

Votes were cast as follows:

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

On motion of Anita J. Latane, seconded by Kenneth A. Gillis, Council voted unanimously to authorize the following days off for the town staff for the fiscal year 2022: June 20, 2022, November 8, 2022, November 23, 2022, and December 23, 2022.

Votes were cast as follows:

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

Council Member Balderson discussed the size and price options for the purchase of a Christmas Tree from Mosco Designs for the Wakefield triangle.

Council Member Gillis asked why the live tree was taken down in the Wakefield Triangle and could we put a live tree back up instead of a fake one. He asked what the price of a real tree versus a fake tree.

Council Member Balderson stated that the live tree was take down because there was another tree growing inside of it and it had damaged the tree and the maintenance of the tree had not been kept up. He stated that he is not sure of the price of a real tree, but he did not have a problem if someone wanted to check with the local nurseries for a price for a real tree. He stated that the reason that a fake tree is proposed is because the Town plans on putting playground equipment up in the Wakefield Triangle and it would not be permanent so it would not interfere with the placement of the proposed playground equipment, and it would be no maintenance. He stated that this playground equipment will be discussed further at the October Council Meeting.

After much discussion, it was decided to table this vote for the purchase of a Christmas tree for Wakefield until the October 12, 2021, Council Meeting until a we get a price quote for a live tree.

Mayor Gladding stated that we have an appointment that needs to be made to the Tappahannock Planning Commission and recommend for approval by the Essex County Circuit for Javonti Braxton.

Town Clerk Scates asked whose vacancy would Mr. Braxton fill on the Tappahannock Planning Commission.

Mayor Gladding stated Edward Clarke's.

Mayor Gladding stated that a recommendation is need for Javonti Braxton to fill the vacant seat.

On motion of Kenneth A. Gillis, seconded by Anita J. Latane, Council voted unanimously to appoint Javonti Braxton to serve on the Tappahannock Planning Commission to fill the unexpired term of Edward Clarke for a term to expire on February 9, 2025.

Votes were cast as follows:

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

Mayor Gladding stated that the new café on Prince Street will have their grand opening on Saturday, September 18, 2021, at 11:00 am. He stated that the council had received a thank you note from Beth Sharpe, Tappahannock Main Street Program and the Art Gallery will hold their event on October 16, 2021, at Rose Hill Farms in Center Cross.

Council Member Carlton stated that she would like to publicly thank the Tappahannock – Essex Volunteer Fire Department for displaying the American flag for September 11th Anniversary.

On motion of Troy Balderson, seconded by Anita J. Latane, Council voted unanimously to approve the following resolution:

**RESOLUTION
TO HONOR THOSE WHO HAVE BEEN AFFECTED BY THE TERRORIST ATTACKS OF
SEPTEMBER 11, 2001**

WHEREAS, on the occasion of the 20th Anniversary of the September 11, 2001, terrorist attacks on United States, the Council of the Town of Tappahannock honors the memory of the nearly 3,000 people who perished from the attack;

WHEREAS an exceptionally courageous force of first responders including more than 100,000 firefighters, paramedics, rescue and recovery works, and police officers across the county risked their lives that day to save the lives of others;

WHEREAS it is fully right and just to honor the memory of those who lost their lives in the terrorist attacks nearly two decades ago;

RESOLVED BY THE COUNCIL OF THE TOWN OF TAPPAHANNOCK, that this resolution be cited as the “September 11th Remembrance and Recognition Resolution of 2021.”

Adopted this 13th day of September 2021 by the Tappahannock Town Council

Votes were cast as follows:

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

Mayor Gladding stated that felt the artists that painted the mural at the pump station did a great job.

Council Member Dillard stated the council members have already given Town Manager Pollitt authority to enter into these contracts, all of which have been executed by the buyers and sellers to purchase some property and now it’s just a matter of closing and getting this loan documentation. He stated that although it could argue as to being repetitive, he was asked to do this by the bank so he would like to make a motion.

On motion of Fleet Dillard, seconded by Kay Carlton, Council voted unanimously to allow Town Manager Pollitt to execute all loan documents with Essex Bank related to the purchase of lands known as the Gaines House, St. Margaret Field, Chenault Estate, and Chesapeake Tangier Cruises.

Votes were cast as follows:

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

Mayor Gladding asked for any further business.

There being none, the meeting was adjourned.

Roy M. Gladding, Mayor

Patsy K. Scates, Town Clerk