Town of Elkton
Town Council Meeting/Work Session
July 6, 2020
5:30 p.m.

A Town Council Meeting/Work Session was held on July 6, 2020 at 5:30 p.m., in the Elkton Area Community Center, with Mayor Joshua J. Gooden presiding. The meeting was shown electronically via Zoom.

Present: Mayor Joshua J. Gooden, Vice-Mayor Randell Snow, Council Member Margaretta Isom, Council Member Heidi Zander, Council Member Louis Heidel, and Council Member Jay Dean.

Absent: Council Member Steve America.

Also Present: Town Manager Greg Lunsford, and Town Attorney J. Burns Earle, III.

Present Electronically: Chief of Police David Harris, Public Works Director Troy Shifflett, Project Director Gaither Hurt, Recreation Director Diane Johnson, Community Development Director Delores Hammer, Town Treasurer Clairen Sipe, and Clerk of Council Denise Monger.

CALL TO ORDER

Mayor Gooden called the meeting to order.

TOWN MANAGER REPORT

Staff Reports

Mr. Lunsford reported the following:

Parks & Recreation: Town received a $750 donation for the dog park. He thanked Diane Johnson for taking over the administrative duties for the EACC after Mr. Taylor resigned.

Treasury: Town submitted copies of expenses from the COVID-19 pandemic to Rockingham County for reimbursement under the CARES ACT. He noted the Town could receive $140,000. Rockingham County would vote on approval at their meeting in July. He noted meals tax revenue had increased during the pandemic. The Town closed the fiscal year on June 30, 2020.

Public Works: Wastewater Treatment Plant Project Phase 3 starting soon. Pre-construction meeting held. New pumps were ordered for the Woodbridge Subdivision due to continuous issues. The trash truck would be sold by sealed bids. Seventeen percent (17%) would be paid back to the USDA for grant reimbursement under the terms of the purchase agreement. Additional mowers and vehicles would be sold by sealed bids also.

Special Projects: Footers poured at the Jennings House/Town Hall. Three original fireplaces were located upstairs during renovations. Inserts would be installed. Possible completion by October 2020.

Community Development/Cemetery: Niches for the columbarium would be available for sale on July 4, 2020.

Set $50 Fee per Brick at the 9/11 Memorial

Mr. Lunsford briefly discussed the Town exploring the option of selling bricks in honor of first responders for the 9/11 Memorial. Cost to the Town would be $25 per brick including engraving. The retail sale price for the bricks would be $50. Revenue from the sale of the bricks would be used for the upkeep of the Memorial.

Police: New public safety officer started work for the Town. Mandy Robles resigned

from the department. Brief discussion regarding purchase of guns. Priority project was to have GPS installed in the police and public works vehicles. New radios were ordered for the department.

Mr. Lunsford asked that Council provide some input for an upcoming retreat. He wanted to present goals and objectives for the retreat at the next work session. He noted the retreat would be scheduled for October 5, 2020.

Utility Disconnects

Mr. Lunsford reported that sixteen (16) electric customers were at least 90 days past due on their bills. He proposed at the next billing cycle, a disconnect notice be sent to the customer noting that the oldest bill had to be paid and the balance could not exceed 90 days past due. He noted that fees for past due accounts would be accrued on statements.

Sale of Town Property

Discussion took place regarding Town owned property on Mt. Pleasant Road that could be sold. Town could develop the property and sell the individual lots. A public hearing was required before the property could be sold. It was agreed the land would be partially cleared to show potential buyers what could be developed.

TOWN ATTORNEY REPORT

Town Attorney Earle had no additional business to report.

UNFINISHED BUSINESS

Personnel Committee: Protocol

The matter was tabled.

NEW BUSINESS

Campsites

Mr. Lunsford stated that there was a lot of interest in Town for campsites. Council needed to agree on a plan to move forward. It was determined the Recreation Commission would be asked to review the matter and make a recommendation.

Council member Isom was opposed to any campsites being located in the Riverside Park area.

Hire New EACC Director

Moved to the end of the meeting.

COMMITTEE REPORTS

Public Health, Safety & Ordinances and Planning Commission (M. Isom)

Council member Isom reported the Planning Commission would discuss a subdivision, lot line vacation, and plat submitted by Pete Bonavita.

Water & Sewer (J. Dean)

Council member Dean reported a meeting took place with the contractors. The WWTP project would begin on July 13, 2020 and the sanitary sewer system project would

begin on August 1, 2020. He noted that trees at the WWTP would be removed and some of the wood saved for projects.

Personnel (L. Heidel)

Council member Heidel reported no additional business.

Finance (R. Snow)

Vice-Mayor Snow reported no additional business.

Mr. Lunsford briefly discussed a policy for shoe reimbursement for police and public works employees. A policy would be created and presented to Council.

Economic and Community Development & Cemetery (S. America)

Council member America was absent from the meeting.

Streets & Sidewalks (H. Zander)

Council member Zander reported no additional business.

MAYOR'S BUSINESS

Mayor Gooden reported meeting with local business owners to discuss the CARES ACT and noted that grant funds were available. He noted that some businesses had applied. Rockingham County's website had additional information for businesses.

Mayor Gooden was working on establishing a historic designation in Town. He noted that a 30% tax credit was available under the program for approved applicants. He noted that Greene County Tourism complimented the Town on the log benches and might do a similar project. He encouraged citizens to fill out the census.

CLOSED SESSION

Council member Dean moved to go into closed session under Virginia Code Section 2.2-3711A.1 for personnel. Duly seconded by Council member Heidel.

YEAS: M. Isom, H. Zander, L. Heidel, R. Snow, and J. Dean

NAYS: None

VOTE: (5 – 0 voice vote) Motion carried

Hire EACC Administrator

Vice-Mayor Snow moved, seconded by Council member Dean, and carried to hire Samantha Brown for the EACC Administrator's position for $45,000.

YEAS: M. Isom, H. Zander, L. Heidel, R. Snow, and J. Dean

NAYS: None

VOTE: (5 – 0 voice vote) Motion carried

ADJOURNMENT

With no additional business, the meeting was adjourned.

Mayor: Joshua J. Gooden

Recorder: Denise R. Monger, Clerk