Work Retreat/Session
December 17, 2009

PRESENT
M. Dearing
M. Isom
P. Workman
R. Snow
H. Armbruster
L. Bompiani
D. Kite

STAFF
Reid A. Wodicka
Lauri A. N. Sigler
Richard Carey

The following items and issues were discussed:

(A copy of the agenda is appended to these minutes and marked as "Appendix A".)

- Zoning ordinance amendments.
- Affected owners and adjacent property owners to be notified regarding rezoning.
- Public Hearing to be held on zoning amendments and rezoning.
- First readings to take place on amendments and rezoning / Public Hearing scheduled for January 12, 2009.
- Foundation survey.
- Amend R-4 district to allow single family attached dwelling.
- Non-conforming uses created / problems for homeowners / proposed amendment would correct issue.
- Additional inspection needed after foundation footers poured / some exceptions and exemptions for foundation surveys.
- Date requirements for a survey must be within acceptable time frame.
- Checklist should be prepared and filed at Town Hall for each real estate transaction.
- Foundation survey ordinance to be tabled and sent back to committee.
- Each Council member briefly discussed their priorities: R. Workman – reactivate the Park Authority and Industrial Development Authority; R. Snow – Kite property; L. Dearing – Kite property and oversight for Water & Sewer Treatment Plant; M. Isom – Pentecostal Hill; G. Kite – closed session; H. Armbruster – trash contract and option of the Town performing its own trash removal.
- Unfinished list reviewed by the Mayor.
- Economic Development plan needed to encourage new businesses.
- Newsletter should include Town accomplishments / suggestion of mailings being reduced to bi-monthly or quarterly / promote Community Center / move some events to EACC such as Christmas tree lighting ceremony.
- Kite property: Reactivate Park Authority and Industrial Development Authority.
- Best use of property needed / possibilities to generate revenue.
- Department of Energy reviewed Clean Coal Research Project / project rejected in present form / should be re-submitted with more technical data.
- Broadband project.
- Park Authority could create plan to open partial subdivision (approximately 60 lots) at $50,000 = $3.0 million / could clear enough to pay off Community Center debt.
- January 14, 2009 Town Manager and other Town officials to speak to Congressional representatives about funding for water and sewer projects / City of Lynchburg received $500,000 / meeting to take place with two U.S. Senator's staff.
- Town Manager had spoken with Delegate Landes' legislative aid about the energy project / was supportive but the State had no funding available.
- Various citizens discussed to serve on boards.
- Make clear to public that the goal of the reactivated authorities would be to generate ideas for revenue from the Kite property.

- Allocation of money for each authority discussed.
- Contact the following citizens to serve: Tom Galvin, Junior Monger, Phil Epperson, Jim Berg, Richard Davis, Clyde McDaniel, David Dean, George McDaniel, Cathy Murphy, Maurice Johnson, Charlie Dean, Pete Bonavita, Mike Lucci, Barry Ecroyd and Jeff Lam.
- Proposals for Kite property to be given to newly formed authorities for review.
- Need for someone to oversee projects at wastewater treatment plant / Town paying large engineering bills / possibly hire a Director of Utilities / Director of Public Works would be responsible for maintenance and roads / Utilities Director would oversee water, sewer and electric (preferably civil engineer).
- Mike York of HEC expressed that the Town's electrical system is fragile / needed to be redesigned and rebuilt.
- Civil engineer could provide some type of basic design for the Town's electrical system.
- Solar collectors / gravel lot across from Town.
- Cost for Anderson & Associates to engineer Newtown Road sewer line would be $95,000 / in-house engineer might be more cost effective for the Town.
- Bids needed if "Utilities Director" employed under a contract as opposed to a Town employee.
- Current bids open for wastewater treatment plant projects / open for 30 days.
- Commitment letter forthcoming from the revolving loan fund (RLF) / no commitment of revenues from water and sewer plant on RLF application to pay for improvements / may be returned to have revenues pledged for that purpose in addition to a general obligation bond.
- $300,000 bond from 1981 has water and sewer funds pledged to it / USDA to be contacted for approval that Town also pledge water and sewer funds to the RLF / may take time / could potentially delay RLF closing / RLF may give funds to Town to pay off 1981 bond.
- Newtown Road project originally in budget but was removed after the Town experienced high water expenses due to the spring and well issues.
- Lawsuits could be brought against the Town since five years had passed for water and sewer to be offered in the Newtown Road area / Town obligated to provide services under the Annexation Agreement.
- Discussion took place if Annexation Agreement deadline was five or six years.
- Additional hiring of police officer not in Annexation Agreement / noted in a study that was prepared.
- Pentecostal Hill lighting an issue / solar lighting discussed.
- Electric service area.
- Additional work to be performed in all utility departments.
- Additional major leak found downtown / smoke testing / storm drains cross connected to sewer lines / no schematics for storm drains.
- Take samples at manholes.
- Meadows' residence with sewer issue / damage reported.
- Town to review providing own trash service / buy new and used truck for back-up / recycling.
- Other Town managers interested in purchasing trash trucks / multiple Towns could share purchase.
- Dumping fees / could County give Town free dumping fees / meeting with County suggested.
- Meeting with Shenandoah and Grottoes suggested regarding trash issues.
- Little League field / utilities an issue / state tournaments a possibility.
- Town not capitalizing on all revenue opportunities.
- Concession stands discussed.
- Town should maintain control of property ball fields.

- Various comments from Council members regarding the amended budget.
- $25.00 Gift card for each Planning Commission member.
- Town Dinner.
- Gift cards.
- Town Christmas dinner for next year as opposed to staff dinner.
- Mayor and Council members to receive $50 gift card.
- Budget.
- 2nd sewer rate increase to take place in January 2010.
- Line item budget distributed.

Closed Session

Council member Workman moved, to go into closed session under Virginia Code 2.2-3711-A.1 for personnel to discuss the compensation and appointment of a police officer and under Virginia Code 2.2-3711-A.3 for the discussion or consideration of the acquisition of real property pertaining to the well property and under Virginia code 2.2-3711-A.7 for consultation with legal counsel regarding potential litigation.

YEAS: M. Dearing, M. Isom, H. Armbruster, D. Kite, P. Workman and R. Snow

NAYS: None

VOTE: (6 – 0 roll call) Motion carried

Council member Kite and Mr. Carey were excused from the meeting.

Council member Kite moved to go from closed session back into regular session and that each member, to the best of his or her knowledge, certified that only public business matters lawfully exempted from an open meeting requirement under Chapter 21 of Title 2.2 of the Code of Virginia were heard, discussed, or considered. Council member Snow duly seconded the motion.

YEAS: M. Dearing, M. Isom, H. Armbruster, D. Kite, P. Workman and R. Snow

NAYS: None

VOTE: (6 – 0 voice vote) Motion carried

Mayor: Larry A. Bompiani
Larry A. Bompiani

Recorder: Denise R. Monger
Denise R. Monger, Clerk

APPENDIX A

TOWN OF ELKTON
TOWN COUNCIL WORK SESSION / RETREAT
DECEMBER 17, 2009
8:00 a.m. – 12:00 p.m.

The Town of Elkton will be holding a Town Council Work Session / Retreat on Thursday, December 17, 2009 from 8:00 a.m.-12:00 p.m. at Merck's Cooley House, Conference Center, located at 1704 George Merck Lane, Elkton, Virginia, to discuss various matters and issues regarding the Town. A closed session will be held if needed. All residents are welcome to attend.

Directions: from the plant, drive north on Rt. 340 approximately 1/2 mile to first right hand turn onto South Branch Rd. Continue 1/2 mile to R.M. Cooley Conference Center sign on right. Follow to parking lot. George Merck Lane access is restricted to deliveries and handicapped parking only.