

TOWN OF SCOTTSVILLE

Town Council

Work Session

Monday, September 11, 2023

Victory Hall

401 Valley Street

Scottsville, Virginia

Mayor

Ron Smith

Members

Alex Bessette

Dan Gritsko

Meredith Hynes

Bill Hyson

Aileen Morse

Edward Payne

MINUTES

Mayor Smith called the meeting to order at 7:00 p.m. Members of Town Council that were present: Alex Bessette, Dan Gritsko, Meredith Hynes, Bill Hyson, Aileen Morse, and Edward Payne. Also present were Police Chief, Greg Jenkins; Town Administrator, Javier Raudales and Town Attorney, Jim Bowling.

1. REPORTS

- a. **Police Chief:** Chief Jenkins shared on significant calls, community engagements, auxiliary police officer hours, and department news. The Chief's report is attached.
- b. **Chamber of Commerce:** Mayor Ron Smith shared that Chamber held a monthly meeting last month, they anticipate holding an annual meeting around end of year.
- c. **Architectural Review Board:** ARB will meet on 9-14-2023 for a special session to further discuss the Certificate of Appropriateness for an SUP for Tourist lodging, Tax Map number 36-A-3-30.
- d. **Planning Commission:** Planning Commission is continuing work on the Comprehensive Plan update.
- e. **Treasurer:** Town Treasurer, Javier Raudales is following up on the delinquent business license taxes.

2. MAYOR AND STAFF REPORTS

- a. **Mayor:** Mayor Smith reported out on developments in the County of Albemarle's Comprehensive Plan, Town of Scottsville will make a formal request to the County of Albemarle for a street sweeper.
- b. **Town Attorney:** Jim Bowling reported on the Town Code recodification requiring a resolution by Town Council to complete the process. Planning Fellow Lincoln Lewis has been discussing map discrepancies and working on fixing them in the effort to complete a Comprehensive Plan update.
- c. **Town Administrator:** Nothing further reported by Town Administrator. Mayor Ron Smith requested an update from Charlie Armstrong of Southern Development Homes. Charlie Armstrong reported back on the development of Bird Street.

3. CARRY-OVER TOPICS

- a. **Collaboration with Albemarle regarding VDOT maintenance and future grants.**
 - i. **Catalogue of Maintenance needs in Scottsville:** Town Council discussed an inventory created by Town Staff with volunteer Jack Maxwell of transportation improvement needs identified by Town Council, staff, and the public for the Town of Scottsville. Communication of need was discussed with staff and Town

Council increasing collaboration with VDOT and the County of Albemarle on road improvements. This includes planning meetings between The Town of Scottsville and VDOT and Albemarle staff.

- b. **Town Clerk Position update:** Town Council was updated on progress on hiring a Town Clerk for the Town of Scottsville, a special session will be held on September 13, 2023, to continue the hiring process.
- c. **Maintenance:** Town Council discussed needed improvements in the maintenance of the Town of Scottsville. Town Council discussed a continued review of maintenance needs by staff. Alex Bessette summarized needed work in town by maintenance. The town has completed an inventory of maintenance equipment, a list of signs needing improvements, and Alex Bessette provided his review of maintenance work. Improvements in performance of maintenance staff was discussed.

4. NEW TOPICS

- a. **Levee Maintenance: Flood Superintendent Tim Karr**
 - i. **Pump Station Rehab: Doors, Paint, Cameras: FY 2023-2024 Budget \$5,000:**
Levee Superintendent Tim Karr discussed an overview of Levee Maintenance, Town Council discussed maintenance needs for the levee in future budgets with Tim Karr.
- b. **Comprehensive Plan update: Lincoln Lewis:** Lincoln Lewis provided an overview of the Comprehensive Plan update to town council. Report attached
- c. **Revenue Discussion: Aileen Morse:** Aileen Morse discussed with Town Council about Morse taking lead on researching and reporting back to the Town Council about possible future revenue resources for the Town of Scottsville. Aileen Morse discussed increase of tourism revenue and about possible implementation of a town property tax. Aileen Morse discussed reporting back to Town Council about future revenue scenarios. Eddie Payne walked away from the meeting at 9:44 p.m.
- d. **Horseshoe Hikers' MOU:** Town Council discussed the memorandum of understanding for the volunteer group Horseshoe Hikers' Eddie Payne returned to the meeting at 9:50 p.m. Town Council wished to further review the MOU, item was tabled.
- e. **Parks & Recreation Committee:** Town Council discussed the chartering of a Parks & Recreation committee. Town Council will consider voting on a Parks & Recreation Committee next meeting and Aileen Morse presented a draft for an Emergency Preparedness Committee.
- f. **USDA Grant Research:** Javier Raudales presented on changes in the USDA Facilities grant/loan program, the grant in previous years was highly favorable to the Town of Scottsville when used to procure new vehicles for the police department. Future grant applications require a large, but favorable, loan incurred by the town with a small grant provided by the USDA. Javier Raudales provided a report on the possible future use of the grant for the purchase of a skid steer following a request by Edward Payne to research the USDA Facilities grant and skid steers.

5. **ADJOURNMENT:** The meeting adjourned at 10:09 p.m

Minutes prepared by Melodye Courter, Clerk of Council and were adopted by the Town Council on December 18, 2023.

Attest: _____
Melodye Courter
Clerk of Council

Attest: _____
Ron Smith
Mayor