



**TOWN OF GORDONSVILLE TOWN COUNCIL  
REGULAR MEETING AGENDA  
Monday, December 19, 2022  
6:30 P.M.  
Council Chambers**

**CALL TO ORDER** - Mayor Robert Coiner

Mayor Coiner called the meeting to order.

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

Mayor Coiner led the pledge of allegiance.

**Roll Call:** Mayor Robert K. Coiner  
Vice-Mayor Emily Winkey  
Councilmember Ronald Brooks III  
Councilmember Elizabeth Samra

**ADOPTION OF THE AGENDA**

Vice-Mayor Winkey made a motion, seconded by Councilmember Samra, to approve the agenda as presented. The vote was unanimous.

**MATTERS BY THE PUBLIC**

There were no matters by the public.

**ANNOUNCEMENTS**

Gordonsville Town Offices will be closed on Friday, December 24, 2022 in observance of Christmas Eve and Monday, December 26, 2022 in observance of Christmas Day.

Monday, January 16, 2023 is a Town Holiday; an alternate meeting date for the January Council meeting will be established later in the meeting.

**CONSENT AGENDA**

*Consideration of minutes for November 21, 2022 Town Council meeting, December 5, 2022 Town Council special meeting and December 5, 2022 work session.*

*Presentation of bills paid for the month of November 2022.*

Vice-Mayor Winkey made motion, seconded by Councilmember Samra, to approve the Consent agenda as presented. The vote was unanimous.

## DEPARTMENT REPORTS

### Finance – Town Treasurer

*Presentation of the Treasurer’s Office activity report for November 2022.*

The Town Treasurer was absent,

### Police – Police Chief

*Presentation of the Police Department activity report for November 2022.*

The Police Chief was absent.

### Streets – Director of Public Works

*Presentation of the Public Works Department activity report for November 2022.*

The Director of Public Works was absent.

### Visitor Center – Visitor Center Director

*Presentation of the Visitor Center activity report for November 2022.*

The Visitor Center Director presented his report.

## UNFINISHED BUSINESS

*Consideration of Verling Park project plan schematic and design scope of work.*

Mayor Coiner presented for consideration of Verling Park project plan schematic and design scope of work.

Mrs. Kendall stated staff is requesting Council’s approval of the schematic plan and scope of work/schedule for the design and construction plan phase of the project, as discussed at the recent work session. The nuanced modifications to the schematic plan as discussed are shown on the attached plan mark-up provided by LPDA. Mrs. Kendall stated the scope of work has been revised to reflect Council’s comments.

Mrs. Kendall stated staff also requests Council set a work session date for the architectural and site materials charette to be held in January, and requests that an advisory committee be appointed to develop and implement a fundraising program for additional funds desired for the project.

Council discussed the Verling Park project plan.

Council will hold a work session on February 6, 2023 at 6:00 p.m. to further discuss the Verling Park project materials and design charette.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to approve the schematic plan for the Verling Park project, as presented and discussed.

<b>Roll call vote:</b>	Councilmember Brooks	Aye
	Councilmember Samra	Aye
	Vice-Mayor Winkey	Aye
	Mayor Coiner	Aye

The vote was unanimous.

Councilmember Samra made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to sign the scope of work, fee schedule and work authorization with Land Planning Design Associates for the development of design and construction documents for the park redevelopment project, as presented.

<b>Roll call vote:</b>	Councilmember Brooks	Aye
	Councilmember Samra	Aye

Vice-Mayor Winkey           Aye  
Mayor Coiner                 Aye  
The vote was unanimous.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to create a Verling Park project fundraising advisory committee and appoint Mayor Coiner, Councilmember Samra and Peter Hujik to serve. The vote was unanimous.

Councilmember Samra stated the Verling Park project fundraising advisory committee will be advisory only and all matters will be brought to Council for action.

Mayor Coiner stated this fundraising effort will be a grassroots effort to include all Town citizens.

## **NEW BUSINESS**

*Swearing in of new Council member.*

Mayor Coiner presented the swearing in of new Council member.

The Town Clerk conducted the swearing in of Theresa Lewis.

*Consideration of requesting VDOT street abandonment.*

Mayor Coiner presented for consideration of requesting VDOT street abandonment.

Mrs. Kendall stated the Verling Park project schematic plan shows parking along Allen Street at a 45-degree angle. As Allen Street is a VDOT-maintained street, the allowance of angled parking first requires that the street be abandoned and returned to maintenance by the Town.

Mrs. Kendall stated according to information provided by the VDOT Louisa Residency (see attached), the abandonment process, start to finish takes about 6 months. The Town will need to provide public notice of the intent to abandon the road/road segments and hold a public hearing or post willingness for a hearing. Assuming no opposition, a resolution is passed by the Town and it comes to VDOT—VDOT will then have 4 months to act on it.

Mayor Coiner stated he wants to see the regulation that states no angle parking is allowed on Allen Street.

Mrs. Scolforo briefed Council on state code sections that pertained to angle parking.

Mayor Coiner stated he will speak to the Secretary of Transportation and or Commonwealth Transportation Board concerning the issue of parking.

*Consideration of authorization to sign DOAV grant agreement amendment.*

Mayor Coiner presented for consideration of authorization to sign DOAV grant agreement amendment.

Councilmember Brooks made a motion, seconded by Councilmember Samra, to authorize the Town Manager, upon review and approval by the Town Attorney, to sign the grant agreement amendment with the Virginia Department of Aviation, as presented.

**Roll call vote:**  
Councilmember Brooks       Aye  
Councilmember Lewis        Aye  
Councilmember Samra        Aye  
Vice-Mayor Winkey           Aye  
Mayor Coiner                 Aye  
The vote was unanimous.

*Consideration of authorization to sign airport engineering consulting services contract.*

Mayor Coiner presented for consideration of authorization to sign airport engineering consulting services contract.

Councilmember Brooks made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to sign the contract with Talbert & Bright, as presented, for airport engineering consulting services for the Gordonsville Municipal Airport.

**Roll call vote:**

Councilmember Brooks	Aye
Councilmember Lewis	Aye
Councilmember Samra	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

*Consideration of Maplewood Cemetery increase in fees.*

Mayor Coiner presented consideration of Maplewood Cemetery increase in fees.

Mayor Coiner stated the Maplewood Cemetery fees need to be acted on immediately and requested a public hearing be held in January, 2023.

Mayor Coiner made a motion, seconded by Councilmember Brooks, to hold a public hearing on the increase of Maplewood Cemetery fees at the January 2023 Council meeting. The vote was unanimous.

*Consideration of 2023 holiday schedule.*

Mayor Coiner presented consideration of 2023 holiday schedule.

Council discussed the 2023 holiday schedule.

Councilmember Samra stated observing Juneteenth as Town holiday gives Town staff an additional day off when they already have 11 holidays.

Mayor Coiner stated Juneteenth needs to be honored for all it represents. Over the past two years, June 19<sup>th</sup> has fallen on a weekend and staff has not asked for this as a holiday. In 2023, the 19<sup>th</sup> will fall on a Monday. Mayor Coiner stated Juneteenth should be a holiday for Town staff when Juneteenth falls on a weekday.

Vice-Mayor Winkey stated she agrees with Mayor Coiner to honor Juneteenth as a holiday for Town staff.

Mayor Coiner made a motion, seconded by Vice-Mayor Winkey, to adopt the Town holiday schedule as proposed for 2023, as presented, and to honor Juneteenth as a holiday if it falls on Monday through Friday.

**Roll call vote:**

Councilmember Brooks	Aye
Councilmember Lewis	Aye
Councilmember Samra	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

*Consideration of 2023 Town Council meeting schedule.*

Councilmember Samra stated she suggests the July 3, 2023 work session be removed from the meeting schedule.

Councilmember Samra made a motion, seconded by Councilmember Brooks, to approve the 2023 Town Council regular meeting schedule, and the 2023 Town Council work session schedule, as amended.

**Roll call vote:** Councilmember Brooks Aye  
Councilmember Lewis Aye  
Councilmember Samra Aye  
Vice-Mayor Winkey Aye  
Mayor Coiner Aye  
The vote was unanimous.

## **TOWN MANAGER’S REPORT**

The Town Manager presented her report.

## **NEW MATTERS BY THE PUBLIC AND COUNCIL**

Councilmember Samra stated she had been approached by Jessica Cifizzari concerning an exhibit at the James Madison Museum on aviation in Orange County. Councilmember Samra suggested as a good starting point for Ms. Cifizzari is to speak with the Town Manager, Fred Rollins and Mayor Coiner.

Councilmember Samra suggested Ms. Cifizzari appear at the January 2023 meeting of Town Council to discuss a brief outline of the exhibit.

Mr. Fred Rollins stated he has received numerous compliments on the new Gordonsville Airport runway.

Mr. Rollins wished everyone a very Merry Christmas.

## **CLOSED SESSION**

*Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 paragraphs (A1) – discussion or consideration of salaries for Town employees; (A3) – discussion or consideration of the acquisition and disposition of real property for a public purpose; and (A8) – consultation with the Town Attorney regarding specific legal matters related to the dereliction of property within the Town.*

Councilmember Brooks made a motion, seconded by Councilmember Samra, that the Town Council convene into closed session pursuant to Code of Virginia Section 2.2-3711 paragraphs (A1) - discussion or consideration of salaries for Town employees; (A3) – discussion on boundary adjustment and/or consideration of the acquisition and disposition of real property for a public purpose; and (A8) -consultation with the Town Attorney regarding specific legal matters related to the dereliction of property with the Town.

**Roll call vote:** Councilmember Brooks Aye  
Councilmember Lewis Aye  
Councilmember Samra Aye  
Vice-Mayor Winkey Aye  
Mayor Coiner Aye  
The vote was unanimous.

Councilmember Brooks made a motion, seconded by Councilmember Samra, to certify that only matters lawfully exempted under Virginia Code Section 2.2-3711 paragraphs (A1), (A3) and (A8) as identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed meeting.

**Roll call vote:** Councilmember Brooks Aye

Councilmember Lewis	Aye
Councilmember Samra	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

### **NEW MATTERS BY COUNCIL**

There were no new matters by Council.

### **ADJOURNMENT**

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 8:54 p.m.

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Robert K. Coiner, Mayor

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Janet W. Jones, Town Clerk