

TOWN COUNCIL MEETING

September 26, 2023

The regular meeting of the Montross Town Council was held September 26, 2023, and was called to order at 7:30 p.m., at Town Hall, 15869 Kings Highway, Montross, VA.

Council Members Present: Terry Cosgrove, Carolyn Carlson, Aaron Hooks, Clinton A. Watson, Jr., Kathryn S. Wittman

Council Members Absent: Bobby D. Greene, Joseph P. King

Town Manager: Francine G. Taylor

REGULAR MEETING

Mayor Cosgrove called the Council meeting to order at 7:30 p.m.

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited, and a moment of silence was observed.

APPROVAL PRIOR MINUTES

Mayor Cosgrove asked if there were any additions or corrections to the minutes from the August 22, 2023 meeting. Hearing none, Mrs. Carlson, seconded by Mr. Watson, made a motion to approve the revised minutes of the August 22, 2023 meeting. The motion unanimously carried.

APPROVAL FINANCIAL REPORTS

Mayor Cosgrove asked if there were any additions or corrections to the financial reports for August 2023. Mrs. Wittman, seconded by Mr. Watson made a motion to approve the August 2023 financial reports as presented. The motion was unanimously carried.

REPORTS

TOWN MANAGER

- Mrs. Taylor reported the new phone system and data backup programming are in place and working well. She thanked Council for this enhancement to the Town's ability to work efficiently.
- Ms. Taylor shared that through her ongoing communications and funding requests to and with the Virginia Department of Health, word was received asking for more specific details for the scope of work and funding shortage. Major Cosgrove thanked Ms. Taylor for the great job of staying on top of all the moving parts relating to the water project
- Water breaks / repairs: The recent break on Rectory as well as two on Kings Highway have

been repaired and resurfaced. (Costs to repair those 3 breaks - \$26,921)

- Maintenance items:
 - Flagpole lighting has been replaced
 - Signpost has been painted
 - Cleanup efforts around the tower
- Town Manager will be attending the Virginia Municipal League conference in Norfolk on October 8th-10th
- Expressions of gratitude were expressed for Steve Keene, owner of Hogs and Dogs Gone Wild, for providing food for the park grand opening at his cost of \$168.32. He has been reimbursed.

OLD BUSINESS

WATERLINE:

- Fall Festival: Mayor Cosgrove reported that the committee of volunteers has done a great job of moving the festival activities along with the schedule of events being finalized. In jest, he was distraught to learn the pie contest was not included in this year's happenings! Our hope is to recognize event volunteers during an upcoming Council meeting.
- Town Code update considerations are still welcome as revision comes closer to realization.
- The water tank project will begin over the next few weeks, which includes exterior painting and interior power washing and flushing. The work will be completed by Southern Corrosion out of North Carolina.
- Oktoberfest: This event is scheduled for 3pm on October 21st to include food vendors, kids pumpkin painting contest, Trent Jones as well as Cougar Flash bands, area breweries to be invited.
- Park signage: Vice-Mayor King has help spearhead the funding and design of the new park signage. We will utilize the reverse side of the sign for donor acknowledgement. One proposal included boulder style rocks at the base of the posts, but Mrs. Wittman cautioned about creating a potential safety hazard for children who might want to rock climb. Her comments were welcomed as good advice and a valid concern.

NEW BUSINESS

- Trick or Treat will be observed on Halloween, October 31 from 6pm-8pm, and residents were encouraged to turn their porch lights on if they wish to participate by handing out candy.
- Our most utilized concrete saw used for removing pavement during water breaks is in need of replacement. Ricky Landon is seeking a suitable option for purchase.
- Internet survey: It was recommended that a poll be taken from members of the community on their current internet service. Ms. Taylor recommends the survey be included in the real estate billings as a mailing cost savings.
- Parking lot update: The question was raised about needed zoning for the newly acquired parking lot. The Zoning Commission chairman was asked to review the ordinance and reported no zoning change is required.

Closed session:

Mrs. Wittman, seconded by Mr. Hooks, made a motion to adjourn to closed session for contract matters, per Virginia Code Section 2.2-3711(A)(29) - Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, specifically relating to Town Hall renovation upgrades. The motion unanimously carried and Council adjourned to closed session at 8:00 P.M.

Council returned to regular session at 8:15 P.M. Mrs. Wittman, seconded by Mr. Watson, made a motion certifying that only discussions relating to the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, specifically relating to Town Hall renovation upgrades, took place as allowed by Virginia Code Section 2.2-3711(A)(29). Mayor Cosgrove asked for a roll call vote: Mrs. Carlson – aye; Mr. Hooks – aye; Mrs. Wittman – aye; Mr. Watson – aye; Mr. Cosgrove – aye. Motion unanimously carried.

PAINTING:

Mrs. Carlson, seconded by Mrs. Wittman, made a motion to approve the bid from Timmy Johnson/Timmy the Painter for \$7641.00. Mayor Cosgrove asked for a roll call vote: Mrs. Carlson – aye; Mr. Hooks – aye; Mrs. Wittman – aye; Mr. Watson – aye; Mr. Cosgrove – aye. Motion unanimously carried.

FLOORING:

Mr. Watson, seconded by Mrs. Wittman, made a motion to approve the bid from Carson Flooring for removal of the carpet and installation of vinyl plank flooring in the amount of \$13,819.00. Mayor Cosgrove asked for a roll call vote: Mrs. Wittman – aye; Mr. Watson – aye; Mrs. Carlson – aye; Mr. Hooks – aye; Mr. Cosgrove – aye. Motion unanimously carried.

PARKING LOT PAVING:

Mrs. Carlson, seconded by Mr. Hooks, made a motion to approve the bid from Paving Contractors out of Village, VA to remove trees, prepare grass area for paving, and resurfacing existing surface in the amount of \$57,954.00. Mayor Cosgrove asked for a roll call vote: Mr. Watson – aye; Mrs. Carlson – aye; Mr. Hooks – aye; Mrs. Wittman – aye; Mr. Cosgrove – aye. Motion unanimously carried.

COUNCIL COMMENTS

PUBLIC COMMENTS

There being no further business, the meeting was adjourned at 8:35 p.m.

Francine Taylor
Town Manager

Terry A. Cosgrove
Mayor