

## Regular Meeting

County Board Room  
June 10, 2008

The Council of the Town of Culpeper convened in regular session at 6:00 p.m. with Mayor Pranas A. Rimeikis presiding: **Present:** Calvin L. Coleman, Duke M. duFrane, F. Steve Jenkins, Michael T. Olinger, Emma F. Richards, James C. Risner, Christopher H. Snider, William M. Yowell, Councilmembers; Chuck Stephenson, Town Engineer; Kimberly D. Allen, Town Clerk; Robert W. Bendall, Town Attorney and Lisa D. Hutcherson, Deputy Town Clerk. **Also Present for the 7 p.m. Session:** Neal Deane, Town Treasurer; Tonya Estes, Information Technology Manager; Beth Burns, Tourism Director; Robert H. Thornhill, Jr., Public Works Director and Mark Bly, Light & Power Director.

### AGENDA APPROVAL

Vice Mayor Yowell moved, Councilmember Olinger seconded, to approve the agenda as presented. The motion carried by the following voice vote: Ayes: Coleman, duFrane, Jenkins, Olinger, Richards, Rimeikis, Risner, Snider, Yowell (9); Nay: (0); Absent: (0).

### CLOSED SESSION

Councilmember Snider moved, Councilmember Richards seconded, to enter closed session to discuss or consider prospective candidates for appointment of a council appointee to a public body known as the Culpeper County Water Advisory Committee pursuant to Code of Virginia Section 2.2-3711(A)(1) and for consultation with legal Counsel retained by council on specific legal matters requiring the provision of legal advice by such counsel and to discuss a proposed boundary adjustment/water and sewer authority proposal pursuant to code of Virginia Sections 2.2-3711(A)(7) and 15.2-2907(D).

The motion carried by the following voice vote: Ayes: Coleman, duFrane, Jenkins, Olinger, Richards, Risner, Snider, Yowell (8); Nay: Rimeikis (1); Absent: (0). Council entered closed session at 6:05 p.m. Staff attending: Town Attorney Bendall and Town Engineer Stephenson and Town Clerk Allen.

Council reconvened in open session at 7:05 p.m.

**Certificate of Closed Session:** Mayor Rimeikis requested the Clerk poll the members for approval of the certificate of closed session that to the best of each member's knowledge only business matters lawfully exempted from open meeting requirements under Code of Virginia Section 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

The following roll call was taken: Ayes: Coleman, duFrane, Jenkins, Olinger, Richards, Rimeikis, Risner, Snider, Yowell (9); Nay: (0); Absent: (0). Council recessed at 7:05 p.m.

Council reconvened in open session at 7:10 p.m.

**PLEDGE OF ALLEGIANCE:** Councilmember Jenkins led the Pledge of Allegiance.

### CONSENT AGENDA

Councilmember Olinger moved, Councilmember Jenkins seconded, that Council approve the items listed below. The motion carried by the following roll call vote: Ayes: Coleman, duFrane, Jenkins, Olinger, Richards, Rimeikis, Risner, Snider, Yowell (9); Nay: (0); Absent: (0)

- a. **R/R Re: Water Distribution System Improvements—Timmons Task Order:** Council authorized the Interim Town Manager to execute Phase I & II of the Timmons task order “water distribution systems improvements” and authorized the line item transfer of \$45,100 from 9990-9990 (contingency unreserved) to 3700-5216 (water treatment—engineering services).
- b. **R/R Re: Water Plant Roof Replacement:** Council authorized the Interim Town Manager and the Director of Environmental Services to accept Melvin T. Morgan Roofing & Sheet Metal Co., Inc.’s bid in the amount of \$54,873 for the repair of all the building roofs at the water treatment plant.
- c. **R/R Re: Treatment Chemical Bids for FY2009:** Council authorized the award of bids for the purchase of treatment plant chemicals for FY2009 as presented.
- d. **R/R Re: March of Dimes Event & Walk:** Council approved the request of the March of Dimes Foundation to hold their Culpeper March for Babies at Yowell Meadow Park on Sunday, September 28, 2008, and authorized the police department to make appropriate arrangements to provide protection for participants in the event.
- e. **R/R Re: Receipt of Byrne Justice Assistance Grant for Police Equipment:** Council accepted the \$7,996 grant award and authorized the Town Manager and police department to expend such funds as indicated to purchase these badly needed items (radar equipment and ballistic protective equipment needed for officer protection).
- f. **R/R Re: Gasoline & Diesel Fuel Oil Bids:** Council accepted the bid of Quarles Energy Services for gas and diesel for the two year contract period (July 1, 2008 through June 30, 2010) and authorized the Interim Town Manager to execute the necessary contract documents.
- g. **R/R Re: Replacement of Units #334 and #369:** Council accepted the proposal from Pullen’s Tractor and Equipment World Inc of \$9,714 for the purchase of two ZD326 mowers including the trade-in of two ZD28 Kubota mowers and authorized the Interim Town Manager to make these purchases.
- h. **R/R Re: Reimbursement Resolution for Certain Capital Improvement Projects:** Council adopted the reimbursement resolution declaring the Town’s intention to reimburse itself for the cost of the debt.
- i. **R/R Re: Tourism Office Wireless Project:** Council authorized the Interim Town Manager to transfer \$13,150 from account 12-9990-9990 (general fund capital contingency) into line item 12-9209-7600 (computer hardware and equipment) and authorized ANS to complete the wireless/VOIP network setup and project installation.
- j. **Treasurer’s Report & Line Item Transfers:** Council approved the treasurer’s report reflecting a balance of \$29,462,746.78, bills paid listing, and line item transfers.
- k. **Minutes of Previous Meetings:** Council approved the minutes of the regular meeting of May 13 and special meetings of May 20 and 27, 2008.

#### **SPECIAL ITEMS AND RECOGNITIONS**

- a. **Employee of the Month Recognition:** Customer Service Representative Supervisor/Billing Administrator Diana Beales and Planner II Bryan Hill were selected as Employees of the Month for April 2008.
- b. **Presentation to Outgoing Councilmember Richards:** Mayor Rimeikis presented Emma F. Richards with a clock and plaque in recognition of her service on council.

#### **COMMENTS & CORRESPONDENCE FROM CITIZENS, VISITORS & DELEGATIONS IN THE AUDIENCE**

George Bryson, 10103 Rixeyville Road, requested council appoint a committee to investigate what is being done with the Culpeper Historical Society.

#### **UNFINISHED BUSINESS**

**Closed Session Items:** There were none.

#### **NEW BUSINESS**

There was none.

**PUBLIC HEARINGS**

There were none.

**REPORTS & RECOMMENDATIONS FROM AUTHORITIES, BOARDS & COMMISSIONS**

There were none

**REPORTS & RECOMMENDATIONS FROM COUNCIL COMMITTEES**  
**PUBLIC SAFETY, PUBLIC WORKS, PLANNING & COMMUNITY DEVELOPMENT COMMITTEE**

**R/R Re: Donations for Wine Street Memorial Park:**

Mayor Rimeikis presented the report and recommendation that stated continuing with the gifting program for Wine Street Memorial Park, these individuals and groups wish to donate the following items:

<b>Donor:</b>	<b>In Honor/Memory Of:</b>	<b>Donated Item:</b>	<b>Donated Amount:</b>
Susan Wohlleben	George P. Beard, Jr.	1 Memorial Bench	\$1,000.00
<b>Totals:</b>			<b>\$1,000.00</b>

The cost for each engraved paver is as follows: a 4” x 8” brick--\$50 (with up to three horizontal lines with a maximum of 11 characters per line); an 8” x 8” paver--\$75 (with up to three lines with a maximum of 11 characters per line); and a 12” x 12” square paver--\$100 (with up to three diagonally engraved lines). For donations of \$1,000.00, donors may choose to donate a memorial bench (eight currently available) or one of two picnic tables. Plaques will adorn each bench or table, which staff will coordinate with the donor to personalize.

In the design of the memorial pad, there are 24 - 12” x 12” square pavers programmed. With the popularity and flexibility of engraved messages, staff will make additional 12” x 12” pavers available for donation by changing the existing paver configuration. This will continue making available a popular donate-able item, and increase the amount of funds to offset expenses for the park.

The current donations and requests will offset the total cost of the project by \$1,000. To date, the Town has accepted \$13,800 in donations for this park.

It was recommended that Council accept the donation from Susan Wohlleben for a memorial bench.

Vice Mayor Yowell moved, Councilmember Jenkins seconded, to accept the donation from Susan Wohlleben for a memorial bench. The motion carried by the following voice vote: Ayes: Coleman, duFrane, Jenkins, Olinger, Richards, Rimeikis, Risner, Snider, Yowell (9); Nay: (0); Absent: (0).

**REPORTS & RECOMMENDATIONS FROM TOWN ADMINISTRATION**

**R/R Re: 740 Old Brandy Road Contract (for new Police Station):**

Mayor Rimeikis read the report and recommendation that stated pursuant to a purchase offer made on the referenced property, the seller has requested several changes, which are predominately editorial in nature. These changes have been reviewed and approved as to legal form by the Town Attorney.

The only substantive change is the request by the seller to occupy the building until the end of the 2008 calendar year in lieu of December 1st as proposed in the original contract.

There is no financial impact to sign the revised contract.

It was recommended that Council authorize the Mayor to execute the amended contract.

Councilmember Olinger moved, Councilmember Snider seconded that Council authorize the Mayor to execute the amended contract. The motion carried by the following voice vote: Ayes: Coleman, duFrane, Jenkins, Olinger, Richards, Rimeikis, Risner, Snider, Yowell (9); Nay: (0); Absent: (0).

**TOWN MANAGER'S MONTHLY REPORT**

Council received the monthly report.

**COMMUNICATION & CORRESPONDENCE**

There was none.

**ADJOURNMENT:** Council adjourned at 7:28 p.m.

---

Clerk

---

Mayor