

Regular Meeting

December 10, 2024 · Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Tom Camden, Lisa Rogers, Marcie Hill, Brandall Branch

Staff: Allyson Finchum, Town Manager/Town Clerk; Ashley Kerr, Administrative Assistant

1. Call to Order Town Council

The Pledge of Allegiance was recited, and a prayer offered by Mr. Branch. The Regularly Scheduled Meeting was called to order by Mayor Paul Williams at 7:00 pm.

Presentations

None

Proclamations

None

Review and Approval of Minutes of November 12, 2024

A motion was made by Mr. Camden seconded by Mr. Branch to approve the minutes of November 12, 2024, regular meeting. The motion passed unanimously.

Reports and Updates

a. Public Safety Report

The call report was submitted by Rockbridge County.

b. Parks and Recreation Committee

Mayor Williams reviewed the written report submitted by staff. The Parks and Recreation Committee decorated a Christmas tree for the 2024 Festival of Trees at Natural Bridge State Park. Donations are being collected for Toys for Tots. The toys will be distributed on December 19th beginning at 8:30 am. All remaining donations will be sent for hurricane relief efforts.

c. Farmer's Market Report

No report. The market is closed for the season.

d. Public Works and Utilities

The Public Works report was read by Mayor Williams. To divert stormwater, staff cleared trees and brush and create slope in a drainage swale along the railroad tracks on the west side of Jarvis Trail across from the Dollar Market. Public Works staff also covered the sewer plant and performed general clean-up throughout Town. Dollar General installed two meters for the store and irrigation system.

Treasurer's Report A Budget Summary Report and information on expenses over \$500 were provided in the packet.

Planning Commission

Tom Camden provided an update on the Planning Commission activities. The monthly meeting was held on November 19th. Reappointment is scheduled for January 2025 for the Chair Deb Farina and the two Council members appointed to the Planning Commission, Natalie Harris and Tom Camden. The Planning Commission discussed ordinances, taxes and fees at the meeting.

Town Manager's Report Ms. Finchum reported that she discussed with Supervisor McDaniel a spring event in Glasgow.

Ms. Finchum was appointed to the Jail Commission for a term of three years. Staff will begin working on the FY25-26 draft budget in January.

The collection of 2024 personal property and real estate tax is ongoing.

Town audits from several previous years continue to wait for review by an accountant prior to submittal to the auditor. Staff reached out to the accounting firm hired by the Town to prepare the pre-audits to determine a date of completion.

The construction on Dollar General is nearing completion with expected opening in late December 2024.

The Waterline Project Grant is ongoing. Bids for construction will occur by the end of the year with construction scheduled for early 2025.

Staff continue to seek grant opportunities for stormwater and public utilities. The Town's water and sewer plant required major repair. Parts have been ordered at a cost of approximately \$50,000. Town staff have temporary measures in place to keep the plant in operation until the repairs are complete.

ARPA funds will be used for the repairs.

All federal ARPA funds must be obligated by December 31, 2024. Staff is working on contracts for Public Works and Utilities needs.

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The Central Shenandoah Planning District Commission will be in Glasgow this week to review stormwater issues for consideration of grant funding. The entire grant from application to construction will occur in 2025.

The ad will be placed on Indeed for the police officer position.

Several complaints on trash, debris, junk, inoperable vehicles, farm animals, tall grass, etc. have been received for staff action.

Staff continues working on updates to the Town code. The Sign Ordinance and fee schedule are currently being drafted and reviewed by the Planning Commission.

Updates of information on the Town website will be accomplished within the next several weeks.

Citizen and business concerns continue to be addressed on a daily basis.

Old Business

None

New Business

a. Obligation of ARPA Funds

The Town Manager reported that the American Recovery Act Funds (ARPA) distributed by the federal government to assist local communities must be obligated by December 31, 2024.

A motion was made by Mr. Camden seconded by Ms. Hill to allow the Town Manager to use her discretion on awarding contracts for public works, public utilities, and other needs obligating remaining funds by December 31, 2024. The motion passed unanimously.

b. Appointment of Town Attorney

A roll call vote was taken to approve the contract appointing Michael W. S. Lockaby as the Town Attorney for Glasgow, Virginia. The motion passed unanimously. Ayes: Tom Camden, Lisa Rogers, Marcie Hill, Brandall Branch Nays: None The motion passed unanimously.

Public Comment Period

Jesse Nelson, citizen, stated that Moms in Motion would like to assist in sponsoring an event to raise awareness of autism. The proceeds would support inclusive designed playground equipment for the Town park. Mr. Nelson is suggesting the first event be in Glasgow in 2025 and is seeking volunteers.

Other Council Comments

Ms. Rogers suggested that more lights be added to the Town facility. Ms. Rogers suggested that a car show could be incorporated into Rockin' the Gorge or another event.

Mr. Branch stated that he would like to place a bench across from Hartwell's called Crows Post. A bench has historic and sentimental significance to the Town at this location as it was a social gathering place in the community.

Closed Session

None

Adjournment

The meeting was unanimously adjourned at 7:48 pm.

Approved minutes for the Town Council Regular Meeting held December 10, 2024.

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