

Regular Meeting

April 8, 2025 · Glasgow Town Library

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

Staff: Allyson Finchum, Town Manager/Town Clerk

|. 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

Appointments

None

Proclamations

None

Review and Approval of Minutes of March 11, 2025

A motion was made by Mr. Camden seconded by Ms. Rogers to approve the minutes of March 11, 2025, regular meeting. The motion passed unanimously.

Reports and Updates

a. Public Safety Report

The March 2025 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 conducted a litter cleanup event. Members of the Parks and Rec Committee and the Vice-Mayor participated in the clean-up. Twelve bags of trash were collected. Planning continues for the 2025 Rockin' the Gorge music events. A Parks and Recreation meeting is scheduled for April 7, 2025.

Farmer's Market Report

Carolyn Bradley, Farmers Market Manager, reported that May 3rd will be the Spring Market event. Applications are still available for participants. The Fire Department will sell food at the event. There will be a vendor meeting on May 25th to discuss the regular 2025 season. The season, the market will open only on Fridays beginning in May.

Public Works and Utilities

The Public Works report was read by Mayor Williams. The Town dump truck was repaired. Staff removed brush and debris from the alley between McCulloch and Powhatan Streets and a ditch along Shenandoah Road near the train tracks.

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 Planning Commission continues to review draft ordinances.

Town Manager's Report

Ms. Finchum reported on the following:

A volunteer litter clean-up occurred in Glasgow on Saturday, March 22nd. Mohawk requested approval to conduct a litter clean-up around Glasgow in April. The Town Manager requested input on any possible sites needing clean-up.

The FY25-26 draft budget continues to be revised by staff. The final draft will be submitted to the Council on April 8th with a presentation on May 13th and public hearing on June 10th.

No action this month on audits.

The search for a police officer is ongoing. Alternatives to provide security and code compliance will be addressed with Council. The Town is presently employing temporary, limited, part-time staff for special projects in public works, public utilities, and administration. These employees do not receive benefits thereby providing a low-cost approach to receiving needed services to the Town.

Staff continue working on updates to the Town code. A public hearing on code amendments will be scheduled for May 13th.

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

ARPA Grant: The construction of the new waterlines is underway. Staff continue to meet with the engineer, CHA, for updates to the project. Staff are assisting the contractor, Wells Construction, with identifying the existing location of utility lines. The following information was included in the monthly utility bill mailing:

“The Town of Glasgow is undertaking a major waterline project to replace and upgrade pipe that is part of the main distribution system. Approximately 12,000 linear feet of waterline will be replaced along Rockbridge Road, Blue Ridge Road, Powhatan Road, Fitzlee Street, and a minimal amount of area at crossroads to side streets. The construction phase of the project recently began with completion expected by the end of 2025.

Notice will be given at least 24 hours in advance of any service disruption, which should not exceed four hours in duration. If you experience unexpected loss of water at any time, please notify the Town Hall during regular business hours Monday-Friday 8-4:30 and after hours by calling Rockbridge County non-emergency dispatch (540)261-6171.

Updates to the detailed construction schedule will be posted on the Town website www.glasgowvirginia.org and at Town Hall.”

Other utility system repairs this month include installation of a new pump at the plant.

The Central Shenandoah Planning District Commission is working with staff on an environmental grant to assist with stormwater issues. Information for the application of the funds was submitted to the CSPDC by the Town for the following:

- 2 Street and Pocahontas Bioretention project
- Stabilizing residential banks along Blue Ridge Road

The Town’s computer consultant continues to update the system.

Old Business

None

New Business

a. FY2026 Corporate and Water/Sewer Budgets

The Town Manager reviewed the draft budget with Council. Handouts were provided at the meeting.

b. Code Amendments

The Town Manager reviewed draft zoning ordinance amendments with the Council concerning various housing types in various districts in the Town.

Public Comment Period

None

Other Council Comments

Council requested a worksession in May to discuss the police officer position, FY26 budget, and other matters. The regular Council meeting scheduled for May 13th has been cancelled and a worksession is scheduled for May 20th.

Closed Session

None

Adjournment

The meeting was unanimously adjourned at 7:48 pm.

Approved minutes for the Town Council Regular Meeting held April 8, 2025.

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