

Regular Meeting

August 12, 2025 · Glasgow Town Library

Attendance: Mayor: Paul Williams Town Council: Vice-Mayor Tom Camden, Brandell Branch, Kent Dunn, Natalie Harris, Marcie Hill, Lisa Rogers

Also in Attendance: Sheriff Tony McFaddin, Carolyn Bradley (Farmers Market Manager) Staff: Allyson Finchum, Town Manager/Town Clerk

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

Jeff Rankin, Water and Sewer Operator Mr. Rankin thanked Council for their support as he retires after 32 years of employment with the Town on September 30, 2025. Mr. Rankin requested that Council consider paying him for his entire sick leave balance in addition to the 320 hours currently provided as a benefit in the Glasgow Personnel Policy.

Town Council took matter under advisement and thanked Mr. Rankin for his dedicated service and wished him well.

Appointments

None

Proclamations

None

Review and Approval of Minutes of July 8, 2025

A motion was made by Ms. Lisa Rogers, seconded by Vice-Mayor Tom Camden to approve the minutes of July 8, 2025, Town Council meeting. The motion passed unanimously.

Reports and Updates

a. Public Safety Report

The July 2025 call report was submitted by Rockbridge County. No significant issues.

b. Parks and Recreation Committee

Mayor Williams reviewed the written report submitted by staff. The second Rockin' the Gorge event was held on August 2nd. Little Marvin and the Martians was the band performing and the event was well attended, and weather was good. The next Rockin' the Gorge event will be held on September 6, 2025, 6-9 pm. Late Night Stumblers will be the band performing.

c. Farmer's Market Report

Carolyn Bradley, Farmers Market Manager, stated that there continues to be a lack of participation at the market. Her employment as Farmer's Market Manager will end on August 22nd. Ms. Bradley thanked Council for the opportunity. Town Council thanked Ms. Bradley for her dedicated service.

d. Public Works and Utilities

The Public Works report was presented by Mayor Williams. The seasonal grass mowing and weed eating continue. A water leak issue at 6th and Catawba Street was resolved by staff. Repairs at the sewer plant were performed. Staff completed monthly water meter report readings, manual readings, notification notices, and water cut offs. At the ballfield, the chain link fence was replaced, and the playing field was graded. Other problems were handled at the request of the Town Manager.

e. Treasurer's Report

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

f. Planning Commission

Vice-Mayor Tom Camden provided an update on the Planning Commission activities. The Planning Commission met on July 15th to continue review of the draft ordinances on animal control and property maintenance.

g. Town Manager's Report

Ms. Finchum reported the following: The Town is receiving additional police protection by the Rockbridge Sheriff's Department on a temporary paid basis until the Town employs their own officer. Sheriff Tony McFaddin spoke about the service agreement and willingness to assist and to notify him of specific issues needing to be addressed.

Rockbridge County ordinances require dogs to be controlled by their owners however the county has limited staff to enforce. The police officer position, when filled, may also be required to receive certification on animal control to assist in enforcement.

An inquiry was made about Town zoning district requirements for a custom order furniture maker with accessory kiln and sawmill.

An inquiry was made about filming scenes of a movie in Town in late 2025.

Staff continue working on updates to the Town code. Animal control and property maintenance ordinances are under review by the Planning Commission. The Town Council is requested to schedule a public hearing in Fall 2025.

Code compliance is a top priority and staff continue to address existing code violations and concerns. Two courtesy letters were sent to all citizens in utility bills and individual letters are also presently being sent. These notices are not violation notices but are for informational purposes to request property owners and tenants to clean their properties. The intention is to provide awareness about issues such as inoperable vehicles, junk, trash, tall grass, etc.

The Town is in the process of acquiring the former Presbyterian Church located at 903 Anderson Street. Closing is expected to occur in August. A committee may be formed to review possible land uses and other issues of the Historic Town Square.

Wells Construction continues making progress on replacing the main waterlines. Jeff Rankin, Water and Wastewater Operator, is retiring on September 30th after more than thirty years of service with the Town.

A lease is under review for the additional ground space requested by American Tower to be used for equipment and co-location on Town property.

The Town is participating in development of a Regional Hazard Mitigation Plan which allows all localities in the region to be eligible for FEMA funding in the wake of a natural disaster.

Staff are in the process of finalizing FY25 data for the FY27 budget process which will begin January 2026.

Old Business

None

New Business

a. Code Amendments — Discussion/Decision on Public Hearing for Animal Control,

Property Maintenance Motion by Brandell Branch, seconded by Vice-Mayor Tom Camden, to advertise and hold a joint Planning Commission and Town Council public hearing in October 2025 on Animal Control, Property Maintenance and Zoning amendments. The motion passed unanimously.

b. Farmer's Market — Discussion/Decision on Closing or Self-Monitored

The Town Manager noted that the current Farmer's Market Manager's last day would be August 22nd: but vendors could still use the facility. Public Works staff would monitor activity.

c. Hiker's Shelter — Discussion/Decision on Improvements to the Hiker's Shelter

Facility The Town Manager discussed with Town Council issues at the Hiker's Shelter including use by individuals who are not hikers and closing the facility for the winter. Town Council agreed to have staff coordinate improvements and changes with the Glasgow Episcopal Church who originally established the facility on public property.

d. Glasgow Town Square — Discussion/Decision on Establishing Committee

The Town Manager discussed with Town Council establishing a committee of stakeholders as well as receiving citizen input on the Glasgow Town Center.

e. BZA — Discussion on establishing a BZA as required by State Code. The Town

Manager reviewed with Town Council the requirement with State law to establish a Board of Zoning Appeals to hear variances and appeals.

Public Comment Period

None

Other Council Comments

None

Closed Session

Motion by Vice-Mayor Tom Camden seconded by Ms. Lisa Rogers to go into closed session pursuant to Virginia Code 2.2-3711(A)(1) of the Code of Virginia for the discussion or consideration of the assignment, appointment, promotion, demotion, salaries, discipline, or resignation of specific officers, appointees, or employees of any public body.

Motion by Ms. Natalie Harris, seconded by Ms. Lisa Rogers, to come out of closed session and certification that only items for which the closed session was called were discussed.

Roll call vote: Vice-Mayor Tom Camden-aye, Lisa Rogers-aye, Natalie Harris-aye, Kent Dunn-aye, Brandell Branch-aye, Marcie Hill-aye. The motion passed unanimously.

Adjournment

The meeting was unanimously adjourned at 8:24 pm.

Approved minutes for the Town Council Regular Meeting held August 12, 2025.

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