

PUBLIC HEARING / REGULAR MONTHLY COUNCIL MEETING
Remington Town Council
Monday, 18 JULY,2022 7:00pm
Remington Town Hall
105 E Main St
REMINGTON, VA 22734

Mayor William E. Polk, Jr. called the meeting to order at 7:00pm

Town Council Members Present: Stanley L. Heaney
Amanda Hart
Richard Heflin
Van Loving
Susan L. Tiffany

Town Staff Present: Town Administrator – David F. Burrelli
Town Attorney - Andrea G. Erard - Virtually
Town Clerk / Deputy Treasurer – Rachael R. Brinson
Chief of Police - Charles T. Proffitt
Town Superintendent - James Steward
Town Treasurer – Carol Stalter
Town Accountant – Denise Sandlin

Mayor Polk introduced each person in attendance and invited everyone to stand for the Pledge of Allegiance.

Guests Present: There were no guests in attendance.

CITIZEN TIME

There were no citizens present who wished to address council.

CONSENT AGENDA

Mayor Polk asked for any questions for the Utility Billing Report and Bill Listing. Mayor Polk asked for any additions or corrections to the draft minutes presented for approval.

Council member Tiffany motioned to adopt the Consent Agenda. Council Member Heflin seconded the motion. The motion carried.

Ayes: Hart, Heaney, Heflin, Loving, Tiffany

Nays: 0

Abstain: 0

Absent: Ashby

STAFF REPORTS

Town Superintendent

Superintendent Steward thanked Clerk Brinson for assisting with meter reads. He stated that the new employee was progressing well. He then informed council that the Thrasher Group would be starting their work within a month and they were working on a schedule to ensure that the town water was not depleted.

POLICE CHIEF

Chief Proffitt reminded council that National Night Out is August 2, 2022. Chief Proffitt thanked Clerk Brinson for obtaining a grant from the Path Foundation for the event. Chief Proffitt informed council that the new employee had started.

TOWN ADMINISTRATOR

Administrator Burrelli spoke in detail regarding his administrator report included in the council packet. There was a brief discussion regarding 100 Main Street and the status of demolition. Mr. Burrelli then presented quotes from three different companies to install the golf cart crossing signs.

Council member Tiffany motioned to approve the quote from Mullins Markings for approximately \$2200.00 to install the golf cart signs. Council Member Heflin seconded the motion. The motion carried.

Ayes: Hart, Heaney, Heflin, Loving, Tiffany

Nays: 0

Abstain: 0

Absent: Ashby

TOWN CLERK

Clerk Brinson requested permission from council to attend the Virginia Municipal Clerk Association Institute and Academy on October 3-6, 2022. She reminded council that she received a scholarship for \$400 towards the academy. She then informed council that she was accepted into the Leadership Fauquier Program and received a fully paid scholarship from The Remington Fall Festival Committee and Remington Community Partnerships. Clerk Brinson then shared that she fully completed the points necessary for certification as a Municipal Clerk. She reminded council that FOIA and COIA training was required for all council meetings. Town Attorney Erard stated she would be willing to hold a class for council if requested.

Council member Tiffany made a motion to approve Clerk Brinson to attend the Virginia Municipal Clerk Association Institute and Academy on October 3-6, 2022 including balance of the institute after the scholarship and the hotel stay. Council member Hart seconded the motion. The motion carried.

Ayes: Heaney, Hart, Heflin, Loving, Tiffany

Nays: 0

Abstain: 0

Absent: Ashby

TOWN TREASURER

Ms. Stalter informed council that the second deposit of approximately \$343, 000 of covid funds would be received by mid-July. She then stated that Remington United Methodist Church requested a water leak adjustment and asked council to discuss due to the fact that it was a toilet left running and has happened other time in the past.

Council member Loving made a motion to approve the water leak adjustment for Remington United Methodist Church in the amount of \$80.00 or half and send a letter to Remington United Methodist Church informing them that they will need to maintain their water issues in order to avoid further leaks. Council member Heaney seconded the motion. The motion carried.

Ayes: Heaney, Hart, Heflin, Loving, Tiffany

Nays: 0

Abstain: 0

Absent: Ashby

COMMITTEE REPORTS

WATER: Chair: Loving

Member: Heaney

Mr. Steward stated that other than the 2 water leaks, there was nothing to report.

PERSONNEL/POLICE COMMITTEE: Chair: Tiffany

Member: Heflin

Council member Tiffany spoke regarding the need for a third full time public works employee. There was a lengthy discussion and consensus of council to speak with the Town accountant and schedule a special meeting for further discussion. Council then discussed the annual staff pay raise and decided to research budget information and move topic to the special meeting.

FINANCE COMMITTEE: Chair: Heaney

Member: Ashby

Council member Heaney shared that the Finance Committee had met and most everything was in line. He stated the DMV commission has improved.

CEMETERY COMMITTEE: Chair: Ashby

Member: Hart

There was not report given.

PUBLIC FACILITIES: Chair: Heflin

Member: Loving

Council member Heflin reminded council that the Depot meeting would be held the following Thursday at Town Hall.

COMMUNITY DEVELOPMENT: Chair: Hart

Member: Tiffany

Council member Hart gave an update regarding Movie Night Plans and the hygiene project. She informed council that she attended a Remington Volunteer Fire Department meeting and Christmas plans were being discussed.

She stated that the request was made that the town provide the port a potties for the Christmas Parade.

UNFINISHED BUSINESS

Organizational- Town Council Meeting Schedule:

RESOLUTION

Resolution 01-22

A RESOLUTION TO ADOPT THE MEETING SCHEDULE FOR THE REMINGTON TOWN COUNCIL FOR THE FISCAL YEAR 2022-23

WHEREAS, Virginia Code, Section 15.2-1416, 1950 amended, requires towns to establish day, times, and places of regular meetings at an annual or organizational meeting in the month of July; and

WHEREAS, the Town of Remington strives to comply with Virginia Code, Section 15.2-1416;

NOW, THEREFORE, BE IT RESOLVED that the Remington Town Council on this 18th day of July 2022 adopts the following Town Council Meeting Schedule for Fiscal Year 2022-23:

**REMINGTON, VIRGINIA
TOWN COUNCIL MEETING SCHEDULE
WORK SESSION
JULY 2022 THROUGH JUNE 2023**

WORK SESSIONS

**REMINGTON TOWN HALL
105 EAST MAIN STREET**

WORK SESSIONS

MONDAY, JULY 11, 2022	NO MEETING
MONDAY, AUGUST 8, 2022	NO MEETING
MONDAY, SEPTEMBER 12, 2022	NO MEETING
MONDAY, OCTOBER 10, 2022	NO MEETING
MONDAY, NOVEMBER 14, 2022	NO MEETING
MONDAY, DECEMBER 12, 2022	NO MEETING
MONDAY, JANUARY 9, 2023	7:00PM – Annual Organizational Meeting
MONDAY, FEBRUARY 13, 2023	7:00PM
MONDAY, MARCH 13, 2023	7:00 PM
MONDAY, APRIL 10, 2023	7:00 PM
MONDAY, MAY 8, 2023	7:00 PM
MONDAY, JUNE 12, 2023	7:00 PM

REGULAR MONTHLY MEETINGS

**REMINGTON TOWN HALL
105 EAST MAIN STREET**

MONDAY, JULY 18, 2022	7:00 PM
MONDAY, AUGUST 15, 2022	7:00 PM
MONDAY, SEPTEMBER 19, 2022	7:00 PM
MONDAY, OCTOBER 17, 2022	7:00 PM
MONDAY, NOVEMBER 21, 2022	7:00 PM
MONDAY, DECEMBER 19, 2022	7:00 PM
WEDNESDAY, JANUARY 18, 2023	7:00 PM
WEDNESDAY, FEBRUARY 22, 2023	7:00 PM
MONDAY, MARCH 20, 2023	7:00 PM
MONDAY, APRIL 17, 2023	7:00 PM
MONDAY, MAY 15, 2023	7:00 PM
WEDNESDAY, JUNE 21, 2023	7:00 PM

- All Meetings will be held in Remington Town Hall at 105 East Main Street unless notified by public notice at least 3 days prior to the meeting

The above listed meetings are set for the second and/or third Monday of each month except for the January and February meetings, which are on the 3rd Wednesday of the month. Meeting dates and times are subject to change due to weather and other extenuating circumstances. Meeting changes and new dates will, if time allows, be published in the local newspapers and posted at the Town Hall office. For questions regarding the meetings, call the Town Hall office at 540-439-3220, Monday – Friday, 8:00 a.m. – 4:30 p.m.

ATTEST:

William Polk Jr., Mayor

Rachael R. Brinson, Town Clerk

Cigarette Tax- Town Attorney Erard informed council that Administrator Burrelli was currently working on the cigarette tax information. There was also a discussion regarding the meals tax and the need for advertising.

There was a lengthy discussion regarding no parking signs on James Madison Street.

NEW BUSINESS

Council member Heflin made a recommendation to have council meeting actions and highlights from the monthly council meeting to the front of the newsletter.

Council member Heflin made a motion that at each monthly council meeting after consent agenda is approved, council determines highlights from the previous council meeting are selected to be included in the monthly newsletter. Council member Tiffany seconded the motion.

Council member Heflin rescinded the motion that at each monthly council meeting after consent agenda is approved, council determines highlights from the previous council meeting are selected to be included in the monthly newsletter. Council member Tiffany rescinded the second.

Council member Heflin made a motion that once the consent agenda is approved, council selects the topics to include in the monthly newsletter, both approved and upcoming items. Council member seconded the motion. The motion carried.

Ayes: Heaney, Hart, Heflin, Loving, Tiffany

Nays: 0

Abstain: 0

Absent: Ashby

Council member Heflin inquired as to a feasibility meeting that occurred without notice to council. He then expressed his concerns with transparency and communication with council and the citizens.

Council member Heaney expressed his concern with sidewalks being overrun with bushes and trees and the need for letters to be sent to homeowners.

With no further business before the Council, Council member Loving motioned to adjourn with a second by Council Member Tiffany. The motioned Carried.

Ayes: Hart, Heaney, Heflin, Loving, Tiffany

Nays:0

Absent: Ashby

Abstain:0

The meeting recessed at 8:49 pm.

William E. Polk, Mayor

Susan L. Tiffany, Recorder