Town of Duncannon

**TOWN COUNCIL MEETING**

September 10, 2012

**MINUTES**

**PRESENT:** Fred Nickels-Mayor, Debra Horne-Vice Mayor, Council Members: Andy Lawson, Melissa Hunt, Wes Adams, George Hensley. Other Present: Mike Carrico, Town Attorney, Andy Miles, Vaughn & Melton, Chris Starnes-Lenowisco, Ray Blevins, Judy Blevins, John Mitchell and Renee Adams, Town Clerk.

Fred called the meeting to order and led the Pledge, Fred asked George to lead in Prayer. Renee read the minutes from the August 6th council meeting. Andy made a motion to approve the minutes, Debra seconded the motion, George voted in favor, Wes and Melissa abstained due to the fact they were absent on August 6th. With the three votes in favor the motion was carried.

**NEW BUSINESS**
Chris Starnes with Lenowisco was present to advise council on what would be required to start the application process in hopes of getting a grant for the major repairs needed for the depot. VDOT has an Enhancement Program that is still in effect; the deadline is usually not until the first of November or December. The grant is an 80/20 match, meaning the Town would have to cover 20% of the grant amount. Chris told council that Lenowisco would help the Town apply. Andy Miles mentioned to council that since the September meeting was held on the 10th and the October meeting will be on the 1st that gives the Town 21 days to come up with a “wish list” of needed repairs. Mike suggested that Fred select a council member to get with Andy Miles and come up with the “wish list”. Fred asked Chris if any Tobacco money was available. Chris said that the deadline for a Tobacco grant has passed for this year. Tobacco grants are typically submitted before a July deadline. Chris said the Town could apply for both the VDOT Enhancement grant and a Tobacco grant. Mike suggested the more people we get interested in helping the Town the better, David Redwine and Terry Kilgore are both on the Tobacco commission. Fred asked Andy Lawson if he would be available to assist with making the “wish list”. Chris Starnes will be on the look-out for the application deadline for the VDOT Enhancement grant.

**Vaughn & Melton Update**:
Andy Miles asked Ray if the chlorination has gotten underway, Ray informed Andy that the supplies and equipment have been delivered but no work has begun. Andy will call Inland Construction on Tuesday following the Council meeting and try come to Dungannon the next day. Andy will send Renee the payment application to draw money from Sercap.
Fred asked Andy about the status of the new waterline project, Andy informed Fred that it is now in the Health Dept.’s hands to review. Debra requested a brief meeting with Andy when he comes to Dungannon tomorrow.

**Clearing of brush around the Water Plant**:
There is quite a bit of brush that needs to be cleared from around the water plant. Wes made a motion to hire Scotty Hall and his boys to clear the brush. The dollar amount of payment is not to exceed $300.00, Melissa seconded the motion, all council voted in favor and the motion was carried.

**OLD BUSINESS**
Due to the extensive repairs that need to be done to the Depot, Council discussed the option of not renting the Depot until the much needed work be done. Wes made a motion to suspend renting the depot until repairs are completed, Debra seconded the motion, George and Andy voted in favor, Melissa voted against. Due to the majority of voted in favor the motion was carried.

Council discussed the option of replacing the guttering on the Depot, since the grant process can be long. Wes made a motion to get two estimates on the guttering, Andy seconded the motion, all council voted in favor and the motion was carried.

**Review of the Town’s Web-site**:
The Town’s current web-site is due to expire on October 6th, Debra made a motion to go with another web-site carrier that is less expensive and one that will be maintained from the Town Hall. Wes seconded the motion, all council voted in favor and the motion was carried.

**Review of the Leak Adjustment Policy**:
After council reviewed the updated Leak Adjustment Policy, Wes made a motion regarding #3, when considering if a customer is due an adjustment, if the total is bill is $100.00 over the customers 6 months average, then it will be up to the Council to determine if the customer is due an adjustment. Andy seconded the motion, all council voted in favor and the motion was carried.
There were other concerns with the Water Ordinances, one being #2, regarding refunding a customer’s deposit after 1 year from date of connection. Mike is to look at Gate City’s Water Ordinance as a reference. All Water Ordinance issues are tabled until the next meeting.

**VML Insurance**:
The Town has insurance through VML, the seconded quarter payment is due October 1st, council considered looking for a less expensive insurance carrier, however, since the payment is due so soon, Wes made a motion to make the quarterly payment to VML, Melissa seconded the motion, all council voted in favor and the motion was carried.

**PUBLIC COMMENT:**
John Mitchell was present to ask council about a drain issue at his residence. It is a State maintained road. Mike suggested that Fred take a look at the issue, then send a letter to VDOT regarding. Wes made a motion to send VDOT a letter after Fred looks at the area in question, Debra seconded the motion, all council voted in favor and the motion was carried.

**COUNCIL RECOMMENDATIONS:**
Debra addressed other council members about the three trash cans in Town, she asked council: if each of them would consider taking a Month at a time to empty the trash cans and take of the trash off. Debra made a motion for Council members to take a Month at a time and be responsible for taking off the Trash. George seconded the motion, all council voted in favor and the motion was carried.

At the April Council meeting George made a motion to put a ¼” cable in back of the Depot to keep cars off of the tennis and basketball courts. Fred mentioned to council that the cable needs to be put up soon.

Melissa asked if all Town businesses had paid their Business Taxes and obtained a Town Business License. Derrick Corder, owner of Scotty’s Market, has not yet paid his taxes and Business License fee. Mike suggested Renee call Derrick and Mike will also call him.

**FINANCIAL REPORT**
Council reviewed the financial report for the month of August, George had questions regarding the hours each contract laborer is paid. Melissa made a motion to approve the financial report, Wes seconded the motion, all council voted in favor and the motion was carried.

**ADJOURNMENT:**
Debra made a motion to adjourn the meeting , Melissa seconded the motion, all council voted in favor and the motion was carried.