

**MINUTES
HAMILTON TOWN COUNCIL
REGULAR MEETING
December 13, 2010**

The regular meeting of the Hamilton Town Council was convened at 7:00 PM with the following attendance:

PRESENT: Greg K. Wilmoth, Mayor
John Unger, Vice Mayor
James Thomas Rollins, Jr., Council member
Kenneth C. Wine, Council member
Dimitri Kesari, Council member
Michael Snyder, Council member

ABSENT: David R. Simpson, Council member

STAFF: Lori Jones, Treasurer
David Beniamino, Zoning Administrator
Maureen Gilmore, Town Attorney
Jennifer Helbert, Recorder

CALL TO ORDER:

Mayor Wilmoth called the Town Council meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE:

Ryan Michon led the Pledge of Allegiance

GUESTS:

Ryan Michon – Mr. Michon came forward to let the Council know that he would like to volunteer to put out the luminaries on Christmas Eve. Mr. Michon stated that he will be handing out flyers to everyone to let them know what he will be doing.

John Mills (ESRI) – Mr. Mills came forward to speak with the Council about the GIS Mapping that they had done showing all of the Fire Hydrants in the Town. The Council reviewed the data and asked any questions that they had.

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

Council member Kesari made a motion to approve the Town Council meeting minutes of November 8, 2010 as amended.

Motion: Council member Kesari
Second: Council member Rollins
Carried: 6-0-1 with Simpson absent

Council member Kesari made a motion to approve the Town Council meeting minutes of November 15, 2010 as amended.

Motion: Council member Kesari
Second: Council member Rollins
Carried: 6-0-1 with Simpson absent

MAYOR'S REPORT:

Christmas Tree Lighting – Mayor Wilmoth stated that the Christmas Tree lighting was a very nice event. He stated that the Hamilton Baptist Church offered a lot of support for this event and a thank you letter was sent to them.

Rescue Squad Installation Dinner – Mayor Wilmoth stated that he represented the Town at this event and it was a wonderful event.

WATER AND SEWER COMMITTEE:

Additional Well #14 Monitoring – Mayor Wilmoth that that he received an e-mail from Mr. Malloy where the second paragraph talked about some comments generated from Mr. Cumbie about the start and stop times on the pump. The Council stated that they would like the Mayor to respond by asking where in the provisions of the existing plan that shows we are required to do this.

Wastewater Management Integration Plan Phase I Contract – Mayor Wilmoth stated that the Council had authorized him to negotiate that contract and everyone should have received a copy of the contract which has been reviewed by the Town Attorney who only have a couple of changes.

Hamilton Rt. 7 Waterline Extension – Mayor Wilmoth stated that the waterline is live. Mayor Wilmoth stated that when the contract was put out what was left out was one of the service lines from the building to the meter. He stated that DEQ stated that it was part of the project and the Town's responsibility to pay for it. The line extension is done and the service lines they are working towards completing. Mayor Wilmoth stated that the well abandonment was also in the bid and several quotes are included in the agenda.

Council member Kesari made a motion to accept the bid from Singhas & Michael Corp, The Well Drillers for \$1,220 to cap the wells.

Motion: Council member Kesari
Second: Council member Wine
Carried: 6-0-1 with Simpson absent

PARKS & RECREATION COMMITTEE:

Mayor Wilmoth stated that he would like to replace some of the trash cans at the park and the Council concurred.

TREASURER'S REPORT:

Monthly Treasurer's Report – Ms. Jones issued a report to the Council and answered any questions that they had about the report.

Council member Unger made a motion to accept the Treasurer's Report.

Motion: Council member Unger
Second: Council member Wine
Carried: 6-0-1 with Simpson absent

Delinquent Utility Accounts - Ms. Jones stated that the Town will place door hangers out tomorrow and cut water off on Thursday if not paid by close of business on Wednesday.

Council member Snyder made a motion to authorize staff to take the next step on all of the delinquent accounts, whatever is required by the Ordinance.

Motion: Council member Snyder
Second: Council member Wine
Carried: 6-0-1 with Simpson absent

Collection Procedures – Ms. Jones brought forward several options for delinquent account collection procedures. Ms. Jones stated that she does not need permission to carry out any of the actions but she wants to know how much involvement that the Council would like to have in her

carrying out these actions. She would also like to know if there is a minimum dollar amount that the Council would like her to go by.

The Council decided that they would like the Treasurer to go down the list in the order that she has outlined to Council and if it gets to a point where the Town is looking at seizing property the Council should be informed.

Paymentus Credit Card Payments – Ms. Jones informed Council that the Town now has the ability to accept credit card payments either through the internet, in person or over the phone with a fee. She stated that there is a link on the website and she is able to update the website herself.

FINANCE COMMITTEE:

No Update Scheduled

PUBLIC SAFETY & ZONING ENFORCEMENT COMMITTEE:

Mr. Beniamino stated that there will be a Zoning Ordinance Revision Committee meeting on December 15, 2010

PERSONNEL COMMITTEE:

No Update Scheduled

PLANNING COMMISSION:

Chairman McCann gave an update to the Town Council.

OLD BUSINESS:

- a) Town of Hamilton Main Street Entrance Signs – Mayor Wilmoth stated that he has heard from residents that they are hard to read but the Mayor thought that he could fix that.
- b) Harmony Raw Water Line & Tree Planting Conflict – No new update at this time.
- c) Sidewalk Grant – Ms. Jones stated that the Town applied last December and it didn't go through and they wanted us to apply again in December but they were not accepting new applications.
- d) Class III Wastewater Operator – The Town has hired Scott Englund as the new Wastewater Operator. Mayor Wilmoth stated that he has spoken with DEQ and things are looking very good.

- e) Vallejos Utility Bill – Council member Rollins made a motion that the Hamilton Town Council permanently waive the \$478.21 in excess utility charges billed to the Vallejos utility account because of a faulty meter. The Town Council previously suspended collection of this payment for two full billing cycles to determine if their high water usage was due to a faulty meter. I further move that the Hamilton Town Council refund \$225.21 in excess utility charges paid on the Vallejos’ August 1, 2010 utility bill due to the faulty meter.

Motion: Council member Rollins
Second: Council member Kesari
Carried: 6-0-1 with Simpson absent

NEW BUSINESS:

- a) Water Pressure – Council member Unger asked about the water pressure in Town. He stated that he has been asked by a resident about their low water pressure. The Council discussed this item.
- b) BZA Application – Council member Kesari made a motion to appoint Cara Koss to the Board of Zoning Appeals.

Motion: Council member Kesari
Second: Council member Unger
Carried: 6-0-1 with Simpson absent

- c) Parking in front of Town Office – Council member Wine made a motion that the Town Council adopt resolution 2010-05 initiating a request to the Virginia Department of Transportation to prohibit parking in front of the Town Office.

Motion: Council member Wine
Second: Council member Snyder
Carried: 5-1-1 with Kesari voting Nay and Simpson absent

CLOSED SESSION:

Council member Wine made a motion that the Hamilton Town Council recess its open meeting and convene a closed session to discuss the following:

- 1) Section 2.2-3711(A)(1) discussion of Personnel Matters

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- 2) Section 2.2-3711(A)(7) consultation with legal counsel pertaining or proposed or actual litigation; and

Motion: Council member Wine
Second: Council member Snyder
Carried: 6-0-1 with Simpson absent

Council member Wine made a motion that the Town Council adjourn the closed session and reconvene the regular meeting.

Motion: Council member Wine
Second: Council member Snyder
Carried: 6-0-1 with Simpson absent

Council member Wine made a motion that the Town Council certify that while in closed session to the best of each members knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the meeting of the public body.

Motion: Council member Wine
Second: Council member Snyder
Carried: 6-0-1 with Simpson absent

Council member Unger made a motion to award the Town employees the holiday bonuses in the amount discussed in Closed Session.

Motion: Council member Unger
Second: Council member Snyder
Carried: 6-0-1 with Simpson absent

ADJOURNMENT:

There being no further business the meeting adjourned at 8:45 PM.



Greg K. Wilmoth, Mayor



Jennifer L. Helbert, Recorder