

**MINUTES  
HAMILTON TOWN COUNCIL  
REGULAR MEETING  
APRIL 8, 2013**

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

**PRESENT:** Greg K. Wilmoth, Mayor  
Kenneth C. Wine, Vice Mayor  
John Unger, Council member  
David R. Simpson, Council member  
Brent Campbell, Council member  
Dimitri Kesari, Council member - Late

**ABSENT:** Michael Snyder, Council member

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

**CALL TO ORDER:**

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

**GUESTS:**

The Honorable Congressman Wolf's, Director of Community Outreach, Mr. Stagemeyer came forward to introduce himself to the Council.

**PUBLIC COMMENT:**

None

**APPROVAL OF MINUTES:**

Council member Unger made a motion to approve the minutes of March 11, 2013 as amended.

Motion: Council member Unger  
Second: Vice Mayor Wine  
Carried: 5-0-2

Wilmoth - Aye  
Unger - Aye  
Kesari - Absent

Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

**MAYOR'S REPORT:**

**Outstanding Items List** – Mayor Wilmoth shared this list with the Council.

**Hamilton Street Lights** - Mayor Wilmoth stated that there were approximately 10 streetlights that were found to be outside of the Town limits that the Town had been paying for. The County has accepted responsibility and will be paying for through Dominion Power.

**Radar Speed Signs** – Mayor Wilmoth stated that the speed signs requested by the Town of Hamilton have been put into the County's FY2014 CIP budget.

**Letter to LC BOS Regarding Private Well Adjacent to Well 14** – Mayor Wilmoth stated that Council member Snyder had asked that he write a letter to the Board of Supervisors and a copy of the letter is in the packet and it was forwarded to the Board of Supervisors last week.

**Flagger School** – Mayor Wilmoth stated the Town held a flagger school with the Ruritan Club so that they could assist with Hamilton Day.

**WATER AND SEWER COMMITTEE:**

**East End Water Loop** – Mayor Wilmoth stated that a proposal was sent to VDH and he is expecting an email from them with questions.

**Sewer on East Colonial Highway**– Mayor Wilmoth stated that the property owner put in a clean out in January and it looked like that would take care of the problems. However an issue came up a month later and the Town of Berryville was contracted to camera the line. There was a root hanging down into the line causing the problem so the Town ran a sleeve inside the line and to take care of the issue.

**Painting South Rogers Ground Storage Tank**– Mayor Wilmoth stated that the painting of the South Rogers Ground Storage Tank is something that he has in the budget for FY2014, but if we wait for the budget to be approved it could probably not be completed in the fall because of needed VDH approval. Mayor Wilmoth stated that he has funding in the CIP for water improvements so he is looking for the authority to negotiate a contract to have this done this fiscal year.

Council member Kesari made a motion to authorize the Mayor to negotiate a contract to pain the tank on South Rogers.

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

Wilmoth - Aye  
Unger - Aye  
Kesari - Aye  
Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

**PARKS AND RECREATION COMMITTEE:**

**Hamilton Day** – Mayor Wilmoth stated that there are flyers up and the Town has contacted the County to obtain an event permit.

**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 as submitted.

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

Wilmoth - Aye  
Unger - Aye  
Kesari - Aye  
Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

**Utility Account Penalty Calculations** – Ms. Jones stated that Hamilton is part of a users group for the LOGICS financial software the smaller jurisdictions found that they were more effective as a group. She stated that they have found that the way the penalties are being calculated on the water bills is incorrect. She stated that she went back and looked at individual accounts and there seems to be about 30 accounts that are affected and she is analyzing each account to find out if the Town owes them a credit.

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Council consented to notify the residents of their intent to charge interest on delinquent water bills. This notice will be placed on the June 1<sup>st</sup> water bills when they go out to the customers.

Council member Unger made a motion that the Town include charging an annual interest rate of 10% on delinquent water accounts as outlined in Virginia State Code Section 15.2-105.

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

Wilmoth - Aye  
Unger - Aye  
Kesari - Nay  
Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

Council member Unger made a friendly amendment that this penalty begin being assessed on July 1, 2013.

**Logics Letter of Project Commitment** – Ms. Jones explained the commitment letter to the Council.

**FINANCE COMMITTEE:**

**FY 2014 Budget** – There will be a finance committee meeting on April 9, 2013 at 10AM.

**Schedule Town Council Budget Workshop** – Council agreed to May 1<sup>st</sup> at 7PM for the workshop.

**Public Hearings Schedule** – The schedule is as follows:

May 13, 2013 – Tax Equalization Public Hearing  
June 10, 2013 – Budget Public Hearing

**PUBLIC SAFETY & ZONING ENFORCEMENT COMMITTEE:**

Zoning Ordinance Work Shop scheduled for April 18<sup>th</sup> at 7PM.

**PERSONNEL COMMITTEE:**

**Emergency Closing Policy** – Council member Simpson stated that he has researched other jurisdictions and has come up with a policy for the Town. He presented the Policy to the Council for review and approval.

Council member Campbell made a motion to adopt the policy as submitted.

Motion: Council member Campbell  
Second: Vice Mayor Wine  
Carried: 6-0-1 with Snyder absent

Wilmoth - Aye  
Unger - Aye  
Kesari - Aye  
Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

**PLANNING COMMISSION:**

**Westham Estates** – Chairman McCann indicated that the Planning Commission at their last meeting reviewed and approve the Westham Estates final plat which is the old Assad property.

The next Planning Commission meeting will be May 15, 2013.

**OLD BUSINESS:**

**Addressing of Hamilton Properties Located Outside of Town of Hamilton Limits** – Mr. Beniamino stated that he met with the County GIS staff to digitize the Town to make it easier to add addresses to Town properties.

**Business License Draft Application Presented** – Ms. Jones indicated that the information was presented in the packet and asked that if anyone has any comments to let her know.

**Proclaim May as Lyme Disease Awareness Month** – Vice Mayor Wine made a motion that the Town of Hamilton proclaim May as Lyme Disease Awareness Month.

Motion: Vice Mayor Wine  
Second: Council member Campbell  
Carried: 6-0-1 with Snyder absent

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Wilmoth - Aye  
Unger - Aye  
Kesari - Aye  
Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

**Sprint Request for Antenna Upgrade on the South Rogers Street Water Tower** – Mr. Beniamino indicated that Sprint would like to upgrade their service from 3G to 4G.

**NEW BUSINESS:**

**Applications for Water and Sewer Connections** –

17643 and 17632 Hamilton Heights Court – Council member Campbell made a motion to approve the application for utility connections for 17643 and 17632 Hamilton Heights Court.

Motion: Council member Campbell  
Second: Council member Kesari  
Carried: 6-0-1 with Snyder absent

Wilmoth - Aye  
Unger - Aye  
Kesari - Aye  
Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

12 Ladysmith Court – Council member Campbell made a motion to approve the application for utility connection at 12 Ladysmith Court.

Motion: Council member Campbell  
Second: Council member Kesari  
Carried: 6-0-1 with Snyder absent

Wilmoth - Aye  
Unger - Aye  
Kesari - Aye

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Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

**Tax Equalization Public Hearing Authorization** – Council member Unger made a motion that the Hamilton Town Council authorize a FY2014 Tax Equalization public hearing at 7:00 PM prior to the May 13, 2013 Town Council meeting.

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

Wilmoth - Aye  
Unger - Aye  
Kesari - Aye  
Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

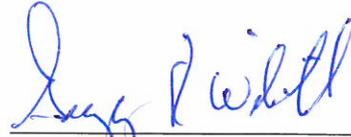
**Budget Public Hearing Authorization** – Council member Unger made a motion that the Hamilton Town Council authorize a public hearing for the FY2014 budget at 7:00 PM prior to the June 10, 2013 Town Council meeting.

Motion: Council member Unger  
Second: Vice Mayor Wine  
Carried: 6-0-1 with Snyder absent

Wilmoth - Aye  
Unger - Aye  
Kesari - Aye  
Simpson - Aye  
Campbell - Aye  
Wine - Aye  
Snyder - Absent

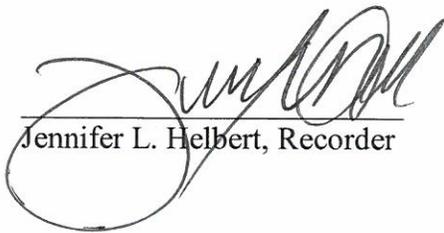
**ADJOURNMENT:**

There being no further business the meeting adjourned at 8:02 PM.



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Greg Wilmoth, Mayor



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Jennifer L. Helbert, Recorder