

## MONTROSS TOWN COUNCIL REGULAR MEETING

September 24, 2024

The regular meeting of the Montross Town Council was held September 24, 2024, and was called to order at 6:00 p.m., at Town Hall, 15869 Kings Highway, Montross, VA.

Council Members Present: Terry Cosgrove, Aaron Hooks, Joseph P. King,  
Clinton Watson, Kathryn S. Wittman

Council Members Absent: Carolyn Carlson, Bobby D. Greene

Town Manager: Francine G. Taylor

### REGULAR MEETING

Mayor Cosgrove called the Council meeting to order at 6:00 p.m., and received positive feedback on the earlier meeting starting time.

### MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

### APPROVAL PRIOR MINUTES

Mayor Cosgrove asked if there were any additions or corrections to the minutes from the August 27, 2024 meeting. Hearing none, Mr. King, seconded by Mr. Watson, made a motion to approve the minutes as presented. The motion unanimously carried.

### APPROVAL FINANCIAL REPORTS

Mayor Cosgrove asked if there were any additions or corrections to the financial reports for August 2024. Mrs. Taylor shared that until Quickbooks has a total conversion of all the financial accounts, she will continue providing familiar reports. Mrs. Wittman, seconded by Mr. King made a motion to approve the financial reports as presented. The motion was unanimously carried.

### **REPORTS**

FALL FESTIVAL: Our Town – Where History Starts: Barbara Jean Jones provided an update on the upcoming event's schedule, including a new event of a movie night to be held at the firehouse. This takes the place of the baby contest, as it will be a total family centered activity. There will be a good assortment of vendors and food offerings. The committee has done a great job of planning activities for all ages.

TOWN MANAGER

- Mrs. Taylor reported that the approved spraying of the Kings Highway roadway, gutters and street side of sidewalks was completed prior to VDOT coming through to clean up before Fall Festival. Both efforts created a neat and tidy entrance into town for visitors and residents alike.
- Mrs. Taylor also shared that our utility software company is in the process of converting the real estate tax base over into their software which will allow us to seamlessly receive and print our invoices in a more efficient manner. They are due to be returned to us by the end of September, first week of October.
- Taylor shared a proposal to switch credit card processing companies from Heartland to GovCard. Though the town isn't obligated to pay processing fees, Heartland has sporadically been charging fees, with delay in removing them, which makes balancing the account challenging. The ease of using the new service will be both beneficial to our residents wishing to use the service as well as the simple reporting offered to the town. Mr. King offered a motion to approve the change of service from Heartland to GovCard, seconded by Mrs. Wittman. A roll call vote was taken: Mr. Hooks, aye; Mrs. Wittman, aye; Mr. King, aye; Mr. Watson, aye. Motion passed.
- Sheriff Balderson shared that the Sheriff's Office has secured another electronic speed limit sign to be installed at the opposite end of town to aid with speed control. A grant was obtained to help with this acquisition.

OLD BUSINESS

- Mayor Cosgrove shared that the park ad hoc group has looked at additional playground amenities and chosen an additional play unit, as well as separate units of a police car and 2-seat fire truck. The mayor has also requested an additional park bench per the input from parents using the playground. The costs of all items totaled \$39,750. The remaining balance of ARPA funds that must be used by yearend is \$36,031.71, and the balance of the invoice will be paid from funds in the park fund. Mayor Cosgrove requesting giving Mrs. Taylor approval to move forward on this purchase to include the added park bench. Funds have already been committed and the consensus agreed to move ahead.
- The StoryWalk pedestals have begun to be installed, with hopes they are completed by Fall Festival. Shrubbery will be going in soon to create a landscape border along the Johnston property next door.
- Parking lot: Awaiting on the completed easement from Attorney Hutt., so that we can get the paving secured.
- The Town Manager has provided data to the University of Maryland for a water rate survey.

NEW BUSINESS

- Ms. Taylor thanked Joey King for his efforts to spearhead the beautification efforts throughout town.

COUNCIL COMMENTSPUBLIC COMMENTS

- Larry Hinson complimented VDOT on the fine job they did prior to Fall Festival. He also shared that there will be a Relay for Life event on October 26 at 6pm in the lot next to Ms. Lora's Flowers. It will be a donation fundraising effort with dancing and food vendors.

There being no further business, the meeting was adjourned at 6:43 p.m.

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Francine Taylor  
Town Manager

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Terry A. Cosgrove  
Mayor