

**Minutes  
Windsor Town Council Work Session  
Windsor Police Department  
September 19, 2013**

The Windsor Town Council met in a Work Session on September 19, 2013 at 4:30 p.m. at the New Police Department in Windsor, Virginia. Mayor Carita J. Richardson was present, and she called the meeting to order. She welcomed those who were present. She asked the Interim Clerk to call the roll. Terry Whitehead, Interim Clerk, recorded the minutes. Michael Stallings, Town Manager, Chief Reynolds, Dennis Carney, Planning and Zoning Administrator, and Wallace Brittle, Town Attorney were present.

Council members present: Wesley F. Garris  
J. Clinton Bryant – arrived at 4:45  
Greg Willis  
Durwood V. Scott

Council members absent: N. Macon Edwards, III  
Patty Flemming

Mayor Richardson thanked everyone for attending the work session.

**Tour of the Police Department**

Chief Reynolds gave a tour of the new Police Department. He demonstrated the special security features within the building, and on the exterior of the building. After the tour, Chief Reynolds requested to have blinds installed at the windows for security purposes. After a brief discussion, it was the consensus of Council to have Chief Reynolds purchase blinds, and have them installed for the new Police Department.

**Resolution Appropriating Funds for Cemetery Paving**

Mr. Stallings said that funds were appropriated last fiscal year for the paving of the driveways at the new section of the cemetery. He stated that the job was not completed last fiscal year. He said that Belcher’s Paving has recently completed the paving. Mr. Stallings stated that there is a resolution before Council to appropriate the remaining funds for the completion of the paving. He said that the remaining balance is \$14,250.

Mayor Richardson read the title of the resolution as follows: “A resolution appropriating the sum of \$14,250 from the unappropriated portion of the General Fund Balance into the General Fund Operating Budget and approving a budget amendment for fiscal year 2013-14”. Mayor Richardson continued to read the entire resolution.

After a brief discussion, Vice Mayor Garris made a motion to adopt the resolution entitled: *A Resolution Appropriating The Sum Of \$14,250 From The Unappropriated Portion Of The General Fund Balance Into The General Fund Operating Budget And Approving A Budget Amendment For Fiscal Year 2013-14*. Councilman Scott seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #1.

**Discussion of Windsor Middle School Gym**

Council discussed and made several revisions to the Windsor Middle School Gym lease. It was the consensus of Council to have Mayor Richardson further negotiate the various revisions with the Isle of Wight County School Board.

Councilman Willis made a motion to adjourn. Councilman Scott seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #2.

The meeting adjourned at 6:10 p.m.

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Carita J. Richardson, Mayor

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Terry Whitehead, Interim Clerk

TOWN OF WINDSOR  
 RECORD OF  
 COUNCIL VOTES

Council Meeting Date September 19, 2013 Work session at PD

Motion #	Willis	Scott	Flemming	Edwards	Garris	Bryant	C. Richardson
1	Y	Y	Absent	Absent	Y	Y	arrived @ 4:45
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Jerry Whitehead, Interim Clerk