

**MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING
NOVEMBER 10, 2016**

The regular monthly meeting of the Timberville Town Council was held on November 10, 2016 at 7:00 p.m. in the Timberville Town Council Chambers with Mayor Donald Delaughter presiding.

MEMBERS PRESENT: Robert Blosser, Sharon Jones
Ned Overton, Todd Thomas

PRESENT: Austin Garber, Town Manager
Wilda Wine, Clerk/Treasurer
J. R. Dodd, Police Chief
Quentin Callahan, Town Attorney
Beverly Garber, Town Historian
Joseph Kapuchuck, Principal Plains Elementary School

GUESTS: Dusty Whetzel

PLEDGE OF ALLEGIANCE: Mayor Delaughter led the group in the Pledge of Allegiance to the American Flag.

PLAINS ELEMENTARY SCHOOL PLAYGROUND UPDATE: Principal Kapuchuck updated the group on the progress being made on the playground. The first phase of the playground equipment was installed along with the climber unit section that they won before school started this fall. This grouping however is geared towards the older students. The phases of the playground has been changed because of the condition of the track. The track has been made the next phase. An estimate has been received for construction of a new 1/5 mile track at the same location of the current track. The estimate is \$30,000. Mr. Kapuchuck stated that he has prioritized the track and has asked the school board to include it in their budget request to the county. He will not know if any funds are approved until April or May. Robert Blosser asked about the availability of the track and playground equipment for public use. Mr. Kapuchuck stated the equipment would be available after school hours. There can be no public use during the school day. Robert Blosser stated that council would be working on budget for FY 2017-18 within the next couple of months and they would look at the request.

MINUTES: A motion was made by Ned Overton and seconded by Todd Thomas to approve the minutes of the October 13, 2016 minutes as presented. The motion carried with all members present voting in favor.

TREASURER'S REPORT:	General Fund	\$ 93,323.82
	Water/Sewer Fund	\$ 137,384.21
	Savings Accounts	\$ 989,180.00
	Loan Balance	\$1,046,930.16

Treasurer Wilda Wine reported that the tax tickets will be mailed out the week of November 21st.

BILLS FOR PAYMENT: A motion was made by Todd Thomas and seconded by Ned Overton to pay the bills as presented. The motion carried with all members voting in favor.

POLICE REPORT: Chief J. R. Dodd stated he had met with police academy in Weyers Cave that voted unanimously to allow the Timberville Police Department to join the academy in July 2017. He also met with the Rappahannock Criminal Justice Academy in Fredericksburg and they voted unanimously to allow the Timberville Police Department to withdraw from their academy effective July 1, 2017.

PUBLIC WORKS: Austin Garber reported that the BOD's for the month were 395 mg/l which is 145 mg/l over the town's limit. A memo has been sent to council concerning the potential water source at the old creamery location. Austin stated he is still checking the source of the owner's information. The town manager presented council with a draft letter he had written at council's request to the Yutzys at Windcrest Holsteins asking them to consider the impact on the town when they expand their dairy operation. A motion was made by Sharon Jones and seconded by Todd Thomas to send the letter as written. The motion carried with the majority of the council present Sharon Jones, Todd Thomas and Ned Overton voting in favor. Robert Blosser voted against the motion.

Austin Garber stated that VDOT has marked the sidewalk on the south end of the bridge for repair. Ned Overton and Austin Garber attended the bike walk summit at JMU. They stated it was very informative. While there Austin met Burgess Lindsey, assistant resident administrator of VDOT. He informed Austin that looking at some new signage options for directing truck traffic from Memorial Park Drive. Austin had asked council to look at the town's procurement ordinance. He had gotten information from some of the other localities about their procurement policies. Council asked Austin to bring back a recommendation where he would like to see the bidding process start. Currently anything over \$10,000 requires advertising for bids.

Austin had also been instructed to obtain information from other localities concerning vacation accrual for new employees. Currently the town's personnel policy requires an employee to work for six months before accruing 2 1/2 days for the remaining six months of the first year. A motion was made by Ned Overton and seconded by Todd Thomas to change the personnel policy to give a new employee five days of vacation the first year. The vacation would accrue at a rate of 3.33 hours a month beginning with the first month of employment. However no vacation can be used until after successful completion of the 90 day probation period for the new employee. The motion carried with all members voting in favor. This ordinance is not retro-active and is in effect for any employee hired after November 10, 2016.

Austin reported on the financial situation at the pool. This year's loss was \$24,890.00, which is about average for each year of operation. The concession stand did make a profit this year.

Mayor Delaughter had requested that the town manager check on the amount of money that had been borrowed for the construction projects. The original amount voted to borrow was \$1,500,000. Because we were making payments as part of the annual budget, he did not want to exceed the original amount. To date the amount borrowed is \$1,417,000, leaving a balance of approximately \$83,000 to spend.

Austin Garber stated he is still working on getting a master plan for the park.

BUSINESS AND INDUSTRY: Ned Overton no report.

ZONING ACTIVITY: Wilda Wine reported the following zoning activity for the month:

3460 Majestic Court- new construction of dwelling	3490 Majestic Court- new construction dwelling
3201 Legion Way- new construction dwelling	3191 Legion Way- new construction dwelling
3080 Legion Way- an addition to dwelling	165 New Market Road- remodeling dwelling

PARKS AND RECREATION: Sharon Jones no report.

Ned Overton made a motion that council direct the Mayor to meet with representatives of the American Legion to negotiate on the American Legion property for a park. Robert Blosser stated that it was the role of the executive to negotiate and that should be the Town Manager's job. Mayor Delaughter stated according to the charter, he could negotiate on behalf of the Town, but that he would not do that without the Town Manager present. The motion was seconded by Todd Thomas. The motion carried with Ned Overton, Todd Thomas, Sharon Jones voting in favor and Robert Blosser voting against.

FINANCE: Robert Blosser stated that the audit for FY 15-16 has been received. He asked all department heads to submit their capital requests for FY 17-18 budget process which will start after the first of the year. Mayor Delaughter asked to make sure that all of funds allocated in the FY 16-17 budget get spent.

PERSONNEL: No report.

PLAINS DISTRICT MEMORIAL MUSEUM: Historian Beverly Garber gave a presentation about the dates of construction for the houses along Main Street. Wilda Wine reported 47 visitors and 115 hours logged volunteer hours since last month. The next exhibit will be about Indians. There is also smaller exhibits of folk art and basket making. There will be a book signing event at the museum on Sunday November 13th 1:00- 4:00 p.m. Currently there are 12 different authors participating.

OTHER BUSINESS: A thank you card was read from Mark Callahan. The tree lighting is scheduled for Monday November 21st at 6:30 p.m. The Christmas dinner will be held at the Plains Community Center on Wednesday December 14th at 6:00 p.m.

PUBLIC COMMENT: Dusty Whetzel asked that the Town keep VDOT aware of the water problems on Maple Avenue.

ADJOURNMENT: No further business, the meeting adjourned.

RESPECTFULLY SUBMITTED,

Wilda Wine, Clerk

Donald Delaughter, Mayor