

MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

August 13th, 2020

A meeting of the Town of Timberville Council was held Thursday August 13th, 2020 at 7:00 p.m. electronically on zoom with Mayor Donald Delaughter presiding.

MEMBERS: Robert Blosser-Present Carl Turner-Present
Juanita Price-Present Ned Overton-Present
Sharon Jones-Present Natalie Sherlock-Present

PRESENT: Austin Garber, Town Manager
Melinda Cleaver, Clerk/Treasurer
Quinton Callahan, Town Attorney
JR Dodd, Chief of Police

AUTHORITY TO CONDUCT MEETINGS ELECTRONICALLY: Town Manager Austin Garber read a statement detailing the authorizing to conduct electronic public meetings to address essential business, citing the Declaration of Local Emergency, the Resolution Authorizing Electronic Public Meetings and the Emergency Ordinance to Address Continuity of Operations, The declaration, resolution and ordinance were adopted at a special meeting held on Tuesday, May 26th, 2020. These orders are in effect for 6 months from the date of adoption. Timberville Town Council and town staff were in attendance. Transaction of business by the meeting participants was conducted through the Zoom electronic conferencing platform and was live streamed on the Town of Timberville's YouTube channel for public viewing. Required notifications were listed on social media outlets and sent by email.

APPROVAL OF MINUTES: Carl Turner made a motion to approve the July 9th Council Minutes with the grammatical correction on the last page. Natalie Sherlock seconded the motion.

Roll Call Vote:

Carl Turner-Yes Ned Overton-Yes
Bob Blosser-Yes Sharon Jones-Yes
Natalie Sherlock-Yes Juanita Price-Yes

TREASURER'S REPORT: General Fund	\$72,982.71
Water/Sewer Acct.	\$132,105.91
Loan Balance	\$715,439.59
CAT Financial	\$20,086.78
American Legion Park	\$185,000
Money Market Acct.	\$1,210,705.54
Cares Act Fund	\$136,339.51

BILLS FOR PAYMENT: A motion was made by Natalie Sherlock and seconded by Carl Turner to pay the bills as presented for the month of August.

Roll Call Vote:

Carl Turner-Yes Ned Overton-Yes
Bob Blosser-Yes Sharon Jones-Yes
Natalie Sherlock-Yes Juanita Price-Yes

PUBLIC WORKS: Town Manager Austin Garber updated council that VDOT was working on the medal plate, over the drainage area, that had become a tripping hazard on Main Street. The contractors have been at the Lone Pine Dr. project chipping through rock and should be finishing up in a couple days with the project.

Austin Garber stated he completed his annual FOIA training. This is something he has to do annually since he is the custodian of the records.

The town is in the process of writing an Infectious Disease Preparedness and Response Plan. The Department of Labor and Industry came up with emergency temporary standards for COVID-19 protocols. The surrounding towns are working on their plan also.

Austin Garber stated the maintenance crew is doing a good job with the park plan. Austin showed pictures of the progress on different areas at the park. Maintenance Supervisor Chris Coffman has received two bids on the paving for the new parking lot and is waiting on the third bid. Chris Coffman also asked when he could start filling the pool. Austin Garber spoke with the park planner and he stated Chris could start filling it as soon as he wanted to, but had to be filled with compactable material.

POLICE REPORT: Chief Dodd reported that the police department received a donation from town residents Frank and Alice Bruce. Sergeant Hooke contacted Sign Pro and the money was used to purchase a new sign for out in front of the police department. Chief Dodd thanked the maintenance crew for putting the post together for the sign.

New Officer C.K. Ray started the end of July and Chief Dodd stated he is doing a great job and he has a great attitude.

Chief Dodd stated Sergeant Hooke has naturally fallen into his new position. He has taken on new responsibilities and is learning a lot of new things and has been very enthusiastic. Chief Dodd states what great officers he has and he appreciates them.

Chief Dodd wanted to let council know that the in-car camera system contract with Coban will be up next year. He will get a quote from Axon, which is a competing company. He would like to look at the quotes for possibly the 2021-2022 budget.

Chief Dodd is also looking at starting to use the services of Lexipol. They provide policies for law enforcement agencies across the country, including Harrisonburg and Dayton Police Departments. The policies are continuously updated based on the changes in the law, court decisions and various other things. There is a setup fee for the program with a recurring annual cost. There are no other companies that provide this service.

Sergeant Hooke received the DMV Speed Grant that will start in October, of which he will be the administrator.

Town Attorney Quinton Callahan will be reviewing the trespass ordinance information that Chief Dodd emailed him.

Town Manager Austin Garber reminded council about the Cares Act Fund that was received. Timberville received around \$139,000 to be used on COVID-19 related things. Funds not used will be returned at the end of the year. Rockingham County received money as well and setup a grant program for local businesses to apply for. Austin stated that there was one local business in Timberville that received some funding from the county. Treasurer Melinda Cleaver opened a separate account specifically for the Cares Act money. If there is a project that is COVID-19 related, then the idea would be presented to council for approval. Robert Blosser asked for the funds to be reflected on the Treasurer's Report.

LOT LINE DIVISION: Town Manager Austin Garber stated that Robert Blosser contacted him today about the lot line division being approved as is and how that would make the surrounding structures non-conforming. The buildings would not meet setback requirements. Austin met with owner Matt Saverance today. Mr. Saverance stated he would be removing all the surrounding buildings close to the property boundary lines. Austin suggested council could approve the division contingent upon the buildings being removed. Austin would not sign off on the paperwork until he confirms the buildings have been taken down. Mr. Saverance cannot record the new lots until the town has signed off on the paperwork. Town Attorney Quinton Callahan stated that the way the Planning Commission approved it, was that they recommended approval so long as the division complies with the regulations of the Land Development Regulations (LDR). He states that currently it doesn't comply with those regulations. Mr. Callahan states that council has two options. One is to table it until next council meeting to confirm that all the lots meet the setback requirements after the buildings are removed. The second option is to approve the division contingent on all of the lots meeting the setback requirements. The Zoning

Administrator would then need to confirm that everything is in compliance before he executes the document and then it would be recordable. Ned Overton made a motion to approve the lot line division contingent on the removal of buildings that are non-conforming. Natalie Sherlock seconded the motion.

Roll Call Vote:

Carl Turner-Yes	Ned Overton-Yes
Bob Blosser-Yes	Sharon Jones-Yes
Natalie Sherlock-Yes	Juanita Price-Yes

ADJOURNMENT: No further business, the meeting adjourned.

RESPECTFULLY SUBMITTED,

Melinda Cleaver, Clerk

Donald Delaughter, Mayor