

**MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING**

**July 12, 2018**

The regular monthly meeting of the Town of Timberville Council was held Thursday, July 12, 2018 at 7:00 p.m. in the Town's council chambers with Mayor Donald Delaughter presiding.

**MEMBERS PRESENT:** Robert Blosser, Sharon Jones  
Ned Overton, Juanita Price  
Todd Thomas, Carl Turner

**PRESENT:** Austin Garber, Town Manager  
Wilda Wine, Clerk/Treasurer  
Mark Callahan, Town Attorney  
J. R. Dodd, Police Chief  
Melinda Cleaver, Office Assistant  
Michele Dean, Office Assistant  
Beverly Garber, Town Historian

**GUESTS:** Sarah and Brad Berry  
Natalie Sherlock, Wes Smith  
Rae Ann Mathias, Arthur Blanchett

**PLEDGE OF ALLEGIANCE:** Mayor Delaughter led the group in the Pledge of Allegiance to the Flag of the United States of America.

**APPROVAL OF MINUTES:** A motion was made by Carl Turner and seconded by Todd Thomas to approve the minutes of the June 14, 2018 council meeting. Carl made the motion to approve the minutes as presented and Juanita Price seconded the motion. The motion carried with all members voting in favor.

**TREASURER'S REPORT:**

General Fund	\$105,186.95
Water/Sewer Acct.	\$202,836.58
Savings Account	\$1,216,532.66
Loan balance	\$ 914,285.00

**BILLS FOR PAYMENT:** A motion was made by Juanita Price and seconded by Sharon to pay the bills as presented. The motion carried with all members voting in favor. Sharon Jones asked Austin Garber to check on the cell phone bill with Verizon Wireless to see if there was any way to lower the bill.

**POLICE REPORT:** Chief J. R. Dodd reported that Officer Steve Scholten was back to work after knee surgery. Attorney Mark Callahan presented council with an updated version of the inoperable motor vehicle ordinance and an ordinance updating the new solid waste rates. Robert Blosser stated he would like to see a red lined version, so that the changes were highlighted. Mark Callahan will forward a redlined version to council for consideration for next month's meeting. Mayor Delaughter thanked the police department personally for calling him when his garage door was left open and the officer noticed while patrolling. He urged anyone going on vacation to contact the police department so they can monitor their property.

**ADOPTION OF PEDDLER'S ORDINANCE:** A motion was made to adopt the peddler's ordinance Section 2-7.15 as presented by Carl Turner and seconded by Ned Overton. The motion carried with all members of council voting in favor. The ordinance becomes effective from date of passage.

**PUBLIC WORKS:** Town Manager presented the council with a list of the jobs completed by the maintenance crew. A copy will become part of these minutes. The BOD's for the month of June were 218 mg/L. Sampling was done at the East Riverside Drive, the Chevron, and park pump stations. This sampling ruled out about ½ of the town's sewer system, so they are fairly sure it is a source issue. Va Rural Water will be contacted to see if assistance is available to help find the source. Austin Garber asked council to set up a meeting to discuss the Food Processors water interconnection. It has been determined that the best location for the booster pumps would be on the Walmart lot at the corner of American Legion Drive and South Main Street. Blending of the town's water and that of Food Processors water have caused problems in the past. The contrast between the soft and hard water caused scaling on the pipes and was a major issue. Carl Shafer with Pennoni Associates would be available to explain options to the council. A decision needs to be made whether or not to pursue this water source. If council wants to go forward, a formal request needs to be made to the Board of Directors of Food Processors for their next quarterly meeting. The contractor from Holtzman Oil was going to shoot the grade at the property behind the Chevron. He will update council on the feasibility of meeting ADA requirements. The liability of the property being made into a small park with boat access would be covered under the town's current insurance policy. There have been several people interested in the Tusing property on Second Avenue. Everyone interested has been advised of all liens against the property. There is a possible contract on the property. During the last heavy rains, it looks like the check valve worked on C Street. Ned Overton asked what the procedure was for cleaning up overflowing manholes. Austin Garber explained, depending on what and how much overflowed, the fire department sometimes washes down the streets. Letters will be sent out to all residents with utility rate increases and information on the open air burn ordinance. The new monitoring system budgeted has been ordered. Once it is installed it will prevent someone from having to monitor the flow during heavy down pours.

**BUSINESS AND INDUSTRY:** Ned Overton stated that he had signed a contract to use his home for filming a movie. He stated the movie company is also negotiating with the owners of the old bank building to use the property as a staging area. Ned Overton introduced Sarah Berry, President of the Plains Area Revitalization Committee. She in turn introduced Wes Smith, Vice President and Brad Berry, Treasurer of the committee. She explained that a small group had formed that wanted to improve the quality of life, encourage economic development for the Plains Area not just Timberville. The goal is to make Timberville a destination, citing Showalters Orchard and Air B&B's on Plains Mill Road as examples to draw visitors. Todd Thomas asked how to follow the organization. Currently they have a Facebook for group only, but she invited any council member to attend a board meeting. Mayor Delaughter stated

that the Economic Development Authority had met to see how they could help meet some of these goals. They have decided to host a social media and administrative marketing seminar at the community center in August for the “Mom” and “Pop” businesses.

**ZONING ACTIVITY:** Wilda Wine reported the following zoning activity:

277 Second Avenue- new dwelling	352 South Main St.- an accessory building
160 Fifth Street- new fence	5241 Clearwater Drive- new fence

During the previous discussion about Air B&Bs, Robert Blosser asked where they were allowed in Timberville. Currently they are now only allowed in R3 zoning. Mark Callahan stated that the town could make them a special use in any area they designate. Mayor Delaughter stated this item needed further discussion.

**PARKS AND RECREATION:** A letter was received from Laura Coffman with pictures attached showing the disrepair of the tennis courts. Austin Garber suggested that the Parks and Recreation committee meet and discuss goals for the park. Mayor Delaughter suggested that some small projects could be completed by the town employees at minimal costs once council met and shared their visions for the parks.

**FINANCE:** Robert Blosser had no report at this time.

**PERSONNEL:** Council held a special meeting to discuss the vacancy once Wilda Wine retired on September 30<sup>th</sup>. Austin Garber recommended that Melinda Cleaver currently office assistant be promoted to the position of clerk and treasurer effective upon Wilda’s retirement date. A motion was made by Robert Blosser and seconded by Sharon Jones to accept the recommendation. The motion carried with all members voting in favor. Melinda Cleaver’s promotion will be subject to a 90 day probationary period. The position held currently by Melinda Cleaver will be advertised as Administrative Assistant with heavy media experience. Advertising will be through the website, facebook and other media. The deadline for submittal will be July 25<sup>th</sup>. Hopefully someone can be hired in early August.

**PLAINS DISTRICT MEMORIAL MUSEUM.** Historian Beverly Garber reported on happenings in Timberville. Wilda Wine reported 128 visitors and 138 volunteer hours logged for the month. The new exhibit is Local Quilts from the Valley and nearby areas. A smaller exhibit is Top Hats-Hairpins & Evening Purses.

**OTHER BUSINESS:** Chief Dodd reminded everyone about National Night Out to be held on August 7, 2018 from 5-8 p.m. in the Walmart Parking Lot.

**PUBLIC COMMENT:** None

**CLOSED SESSION:** A motion was made by Juanita Price to go into closed session pursuant to the Freedom of Information Act Section 2.2-3711 for discussion of an appointed position. Sharon Jones seconded the motion and the motion carried unanimously.

**OUT OF CLOSED SESSION:** Juanita Price moved to come out of closed session stating that only the appointed position was discussed. A roll call vote was taken to confirm as follows:

Carl Turner- yes Robert Blosser- yes Todd Thomas- yes Ned Overton- yes Sharon Jones- yes  
Juanita Price- yes Donald Delaughter- yes

**ADJOURNMENT:** No further business, the meeting adjourned.

**RESPECTFULLY SUBMITTED,**

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Wilda Wine, Clerk

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Donald Delaughter, Mayor