

MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

August 8th, 2019

The regular monthly meeting of the Town of Timberville Council was held Thursday August 8th, 2019 at 7:00 p.m. in the Town's council chambers 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
JR Dodd, Chief of Police
Chris Coffman, Maintenance Supervisor
Quinton Callahan, Town Attorney
Beverly Garber, Town Historian

GUESTS: Paula Bowman Jessica Wetzler
Butch Bowman
Sarah Berry
Tammy Ennis

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

APPROVAL OF MINUTES: A motion was made by Natalie Sherlock and seconded by Carl Turner to approve the minutes of the July 11th, 2019 council meeting and the special meeting minutes from August 2nd, 2019. The motion carried with all members voting in favor.

TREASURER'S REPORT: General Fund	\$45,079.94
Water/Sewer Acct.	\$110,916.47
Water Money Market	\$1,175,819.61
General Money Market	\$143,693.90
Loan Balance	\$811,884.71

BILLS FOR PAYMENT: A motion was made by Juanita Price and seconded by Sharon Jones to pay the bills as presented. The motion carried with all members voting in favor.

POLICE REPORT: Chief Dodd stated TV3 posted on their Facebook about the rapid response drill with Harrisonburg Police and Fire Department. The town had one officer that was able to attend and Chief Dodd stated how important it is to see the cooperation between Harrisonburg and the towns. National Night Out was a success. Thanks to all who participated and helped with the event. With the anticipation of at least one vacancy, Chief Dodd posted on the town website, Facebook and the DNR for a police officer. He will be taking applications with a resume until the middle of the month. Applications received will be for an application pool and held for up to 12 months, in the event of another vacant position. The application and police packet are on the town website. The Timberville Fire Department received a \$2500 grant from Wal-Mart. Maintenance Supervisor/Fire Chief Chris Coffman stated they would be using some of the funds for this year's Shop with a Hero event.

PUBLIC WORKS: Town Manager Austin Garber gave the council a list of the jobs completed by the maintenance crew. A copy will become part of these minutes. A copy of the updated BOD/COD log sheet from maintenance supervisor Chris Coffman was distributed.

The cards for the radios have been ordered for the SCADA system. The installation of the antennas has not happened yet but the equipment has been ordered.

Robert Blosser asked if there has been any drop in the level of the Spring and if it is still producing. Maintenance Supervisor Chris Coffman stated there was no drop.

Sharon Jones asked who was responsible for the dead tree that is on top of the bluff that is hanging out in the road. Austin Garber stated that the property owner would be responsible. Chief Dodd stated that was identified as a communications line and Verizon was notified. This area is out of town but the town office has also notified Verizon multiple times.

Austin Garber updated the council on 157 N Main Street. Attorney Quinton Callahan stated he wanted to make sure that the town has met all of the notice provisions before they proceed with demolition. Austin Garber stated the demolition contractor was scheduled and could possibly start in two weeks. Austin is working on the paperwork for the state that needs to be submitted for demolition and it also deals with asbestos. The building official does not want anyone entering the building. The state gave two options for testing for asbestos. The first option would be to test in the front of the building, if the building official would permit that. If asbestos was found, they could assume it's throughout the whole building. The second option would be to demolish under water and then test for asbestos once it's on the ground. If asbestos is found, it would have to be taken out as contaminated. Austin Garber stated he spoke with Donna Sacra, who is the property owner, and explained to her that council would not extend anymore time. She stated she had been talking with another contractor, but was unsure if he had the correct licenses. Austin presented council with a timeline for the building issue and the extensions Ms. Sacra has already had. Ms. Sacra sent Austin a letter through email at 6:54PM this evening that she requested him read to the council. However, Austin did not have time to read the email before the council meeting. Robert Blosser asked how much the asbestos cost would be and Austin Garber stated he did not know. Once the town receives an estimate on the asbestos removal, there may need to be a budget amendment. Mayor Delaughter asked how the town prevents Ms. Sacra from going in to the building since it is not safe for her to be in there. Austin Garber stated he was unsure if the signs were still posted on the building, but would check in to it. Robert Blosser asked if the sign was posted how to proceed with keeping people out. Chief Dodd stated it seemed like a civil issue and recommended to check with the county to see what enforcement options the town has.

Michael Gray's term for the Board of Zoning Appeals expired the end of July. He asked if council wanted to reappoint Mr. Gray. Robert Blosser asked if he was still interested in serving another term and Austin stated that he was. Robert Blosser made a motion to reappoint Michael Gray. Sharon Jones seconded the motion with all members voting in favor.

Austin Garber received a letter that town resident Sarah Berry was interested in serving on the Planning Commission. Natalie Sherlock made a motion to appoint Sarah Berry to the Planning Commission. Ned Overton seconded the motion with all members voting in favor.

Austin Garber reminded council he will be on vacation next week.

BUSINESS AND INDUSTRY: Mayor Delaughter stated that Business and Industry Committee had a meeting and he encouraged all committees to schedule meetings. Ned Overton reported that at the business and industry meeting they discussed Short Term Rentals and that Timberville is one of the last jurisdictions to address it. They looked at policies and ordinances that other jurisdictions have and will forward that on the Planning Commission for review and get some recommendations from them. Austin Garber stated there is a lot of interest expressed in properties around town. He spoke with Curtis Knupp and he is looking at opening his car lot in Broadway around the first of next year.

ABC and Verizon stores are looking to open this month.

Austin Garber received a plat from Sentara for their expansion and it is considerably smaller than the original plan.

Sunday is the ground breaking for the Habitat for Humanity House on Daffodil Lane.

ZONING ACTIVITY: Melinda Cleaver reported the following zoning activity:

136 S Main St-New Fence

15301-15307 American Legion Dr-New Duplexes

3310 Legion Way-New Fence

162 New Market Rd-Sign

PARKS AND RECREATION: Austin Garber met with the park planners, who were here for over three hours. They spent a lot of time down at Plains District Memorial Park. Austin provided them with the list that was formed during the park planning sessions. He stated they had high energy and very excited about the potential for both parks. They are going to put their base maps together and incorporate the list and make recommendations. They recommended keeping the field above the pool. The planners stated that since Broadway and New Market both have nice pool facilities, they do not think it's as beneficial for the town to have a pool and suggested a splash pad. Town Attorney Quinton Callahan is reviewing the proposal from the Park Planners.

The town maintenance crew have completed the new fence at the park. New swings have been ordered and should arrive in a couple weeks.

FINANCE: Robert Blosser would like Austin Garber to setup a committee finance meeting to discuss the financial position/future of the town for late September.

PERSONNEL: Austin Garber provided the council with a revised section on sick leave in the personnel policy manual along with converting time to be by hours instead of days. Town Attorney Quinton Callahan reviewed and approved it. Ned Overton made a motion to approve the changes to the sick leave policy. Natalie Sherlock seconded the motion. Juanita Price, Sharon Jones, Carl Turner, Natalie Sherlock and Ned Overton were in favor. Robert Blosser was opposed. Austin Garber thanked all town employees for their hard work.

PLAINS DISTRICT MEMORIAL MUSEUM: Historian Beverly Garber reported on happenings in Timberville. Melinda Cleaver reported that the current exhibit is, "Plains District Orchards in the Early Days". Also showing is a smaller exhibit, "Bird Haven – An Early American Experiment in Communal Living."

OTHER BUSINESS: Mayor Delaughter reminded council that if they needed to speak to the town attorney, they would need to go through the town manager. Sharon Jones stated that she has never seen Maintenance Supervisor Chris Coffman as excited as what he was at the park planning meeting. She commented on all the good ideas he had and how eager he was to get started on the work.

Sharon Jones said she has also received a lot of complaints about the house across from the Salvation Army. Austin Garber stated that would be addressed along with other places in town.

Robert Blosser inquired if we were on track with the Swope Water Line Project. Austin Garber has talked with Bradford Morris and they are waiting until the crops come off.

PUBLIC COMMENT: Paula Bowman stated she still cannot replace anything until they can get Verizon to come out and fix their pole. She encourages people to contact Pilgrims to complain about the odor in town. Austin Garber stated he also contacts DEQ as well. Paula also commented that Timberville's Police Department is fantastic.

ADJOURNMENT: No further business, the meeting adjourned.

RESPECTFULLY SUBMITTED,

Melinda Cleaver, Clerk

Donald Delaughter, Mayor