

MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

June 13th, 2019

The regular monthly meeting of the Town of Timberville Council was held Thursday June 13th, 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
Mark Callahan, Town Attorney
Beverly Garber, Town Historian

GUESTS: Paula Bowman Ben Wilson
Butch Bowman Tyler Miller
Sarah Berry

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 Carl Turner and seconded by Juanita Price to approve the minutes of the May 9th, 2019 council meeting. The motion carried with all members voting in favor.

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| TREASURER'S REPORT: General Fund | \$137,111.08 |
| Water/Sewer Acct. | \$136,029.95 |
| Water Money Market | \$1,156,047.67 |
| General Money Market | \$143,282.28 |
| Loan Balance | \$827,991.23 |

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

POLICE REPORT: Chief Dodd reported the town is overall looking good in the way of grass and brush ordinances. There are a few obvious locations and the owners have been notified. There was an integrated training last week and again this week with other towns. Chief Dodd assisted in teaching basic swat school with the Academy. Also, Officer Thompson is on light duty and did firearms instructing at the Academy.

Chief Dodd attended a three-day community policing school that was hosted by Virginia Center for Police Innovation. He states he will be using some of the information received in the 5-year plan for the department.

The town chiefs have decided that the departments could benefit from a physical fitness and mental health program. This would be a volunteer program that would consist of physical training on a monthly basis. He states healthy officers spend less time off sick and it also benefits their mental state.

The community outreach event this month was the color run hosted by the local elementary schools in which Chief Dodd participated.

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.

A plat of the Fire Department's lot line revision was presented. Currently the Fire Department's fire house sits on a zero-property line and is two parcels. The Fire Department would like to put another bay in and the bank donated some land for the project. Planning Commission reviewed the request and recommended to approve it. It maintains the same non-conformity that currently exists. Rockingham County reviewed it and is fine with the distance between the buildings. The approval would vacate all interior lines and make it one parcel. Attorney Mark Callahan read to the council section 707.02-5, from Land Development Regulations, and he thinks that would prevent the council from approving the request. Robert Blosser also mentioned section 707.03-2. After much discussion Attorney Mark Callahan referenced page 8-2 stating that it would need to go to the Board of Zoning Appeals and the Fire Department would need to do a variance application. Attorney Mark Callahan recommends the council to go that direction.

The Williamsport Road project is complete except for paving.

Austin Garber received an update from Ms. Sacra's construction consultant. They have contracted with an engineer and the plans are supposed to be complete by the end of next week.

The town staff have requested an increase in the reconnection fee. They have suggested the fee to be raised from \$30 to \$50. The increase would help to make up for a loss of productive town business and after-hours work. It is estimated that about 95% of disconnects are habitual. This could act as a deterrent for residents to pay their bill on time. Austin Garber agrees with the recommendation and asks the council to approve the request. Attorney Mark Callahan states the reconnection section in the ordinance will have to be amended. Ned Overton made a motion to amend section 6-3.9 to increase the reconnection fee as recommended. Sharon Jones seconded the motion with all members voting in favor. The town staff have also requested to change the due date for Personal Property Taxes to December 31st to fall in line with the Real Estate Tax due date and to be paid in the same tax year as the resident is being billed. Sharon Jones made a motion to approve the request. Natalie Sherlock seconded the motion with Sharon Jones, Natalie Sherlock, Carl Turner, Ned Overton and Juanita Price in favor. Robert Blosser was opposed.

VDOT provided estimates and options for the crosswalk on South Main Street in front of the Town Office. Option 1 is a diagonal crossing from corner to corner with a cost of \$49,000. Option 2 is perpendicular with a median removal with a cost of \$64,000. They also had a midblock crossing that would go from the corner to the median to the other side with a cost of \$78,000. The flashing beacons would be included in the cost, which is \$16,000. VDOT's recommendation was to secure funds through Safe Routes to School Program. Austin Garber contacted the Planning District Commission to find out that the pre application deadline is July 1st. He also mentioned to the Planning District Commission about the sidewalks for McCauley and asked if they would help with submitting the application by July 1st as they did with sidewalks over by Plains Elementary.

Austin Garber contacted Sentara about their upcoming expansion and received an email from Rob Lynch. Sentara has revised their plan and have reduced the size of the expansion. They are working on a presentation to the board and will be back in contact with how they plan to proceed.

The Salvage Dawg episode that was filmed in Timberville will air June 19th at 9:00PM on the DIY network. Ned Overton asked if the flag could be lowered to half-staff at the American Legion Park when it's appropriate. Austin Garber stated that he would take care of it.

CENSUS BUREAU PRESENTATION: Kathy O'Connell with the Census Bureau presented a slideshow to the council of the importance that all Timberville residents should participate and how easy it will be to do so. The Census will take place in 2020.

BUSINESS AND INDUSTRY: None

ZONING ACTIVITY: Melinda Cleaver reported the following zoning activity:

3510 Majestic Circle-New Deck

252 Walnut Dr-New Carport

15275 American Legion Dr-Fence and Accessory Building

PARKS AND RECREATION: Mayor Delaughter gave an update that the Park Advisory group had their first meeting in May and it consisted of about 16 people from different locations and the group brainstormed about a lot of items. They will meet again for their second meeting on Saturday, June 15th from 9-11. In the first meeting, group members were asked to list the top 10 things they would like to see in the parks or updated. They will be working on multiple phases for this project and a long-term plan. They will be looking at the budgeted funds and what it could potentially be used for. Mayor Delaughter stated that Town Manager Austin Garber has been reaching out to park planners and he has received one response and council has received a copy. Mayor Delaughter hopes to have a plan together to present to council at the next council meeting.

FINANCE: A public hearing was held during the May 9th council meeting at which there were no public comments. Robert Blosser thanked Town Manager Austin Garber and Clerk/Treasurer Melinda Cleaver for getting the requested information to them in a timely manner. Ned Overton made a motion to approve the 2019-2020 Budget. Natalie Sherlock seconded the motion with Ned Overton, Natalie Sherlock, Sharon Jones, Juanita Price and Carl Turner in favor. Robert Blosser was opposed.

PERSONNEL: Planning Commission member Karl Magenhofer's term ends June 30th. He is willing to be reappointed for another four-year term that would expire June 30th, 2023, if council chooses to do so. There are also two residents, Ben Wilson and Gregory Gillette, who have expressed interest in filling the two vacancies on the Planning Commission. Both of those terms would expire June 30th, 2021. The Planning Commission must have a minimum of five members and not exceed fifteen and must be a Timberville Town resident. Sharon Jones made a motion to reappoint Karl Magenhofer. Robert Blosser seconded the motion with all members voting in favor. Natalie Sherlock has been working with Events/Marketing Coordinator Cecilia Valdez about putting together some promotional material about what the Planning Commission does. Natalie Sherlock made a motion to appoint Ben Wilson to fill one of the vacancies on the Planning Commission. Ned Overton seconded the motion with all members voting in favor. Ned Overton made a motion to appoint Gregory Gillette to fill the second vacancy. Natalie Sherlock seconded the motion with all members voting in favor. Two members of the EDA, Tom Campbell and Andy Turner, terms expire June 30th, 2019. They are both willing to be reappointed for another four-year term. Robert Blosser made a motion to reappoint both members. Juanita Price seconded the motion with all members voting in favor.

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 on Family Bibles.

OTHER BUSINESS: Mayor Delaughter reported the Shenandoah Planning District Commission is in its 50th year and was established in 1969. Ned Overton made a motion for the resolution. Natalie Sherlock seconded the motion with all members voting favor.

PUBLIC COMMENT: Tyler Miller, who is a Timberville resident and a member of the Timberville Volunteer Fire Department, explained to the council that he has participated in Skills USA for the past two years. He has won state competition both years and will be attending Nationals in Louisville, KY which cost \$1500. He is asking council for a donation up to \$500. Ned Overton made a motion to donate \$500 to Timberville Volunteer Fire Department. Natalie Sherlock seconded the motion with all members voting in favor.

ADJOURNMENT: No further business, the meeting adjourned.

RESPECTFULLY SUBMITTED,

Melinda Cleaver, Clerk

Donald Delaughter, Mayor