

MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

June 11th, 2020

A meeting of the Town of Timberville Council was held Thursday June 11th, 2020 at 7:00 p.m. electronically on zoom with Mayor Donald Delaughter presiding.

MEMBERS: Robert Blosser-Present Carl Turner-Present
Juanita Price-Absent 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
Cecilia Valdez, Marketing & Events

GUESTS: Matt Saverence
Kevin Hinkle
Staci Woods
Sarah Berry
Gregory Gillette

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, Planning Commission 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.

Comments for two properly advertised public hearings were requested to be in writing and received before the meeting. However, Austin stated there would be a phoneline available during the hearings to call in and make comments. Procedure was established that any action taken would be done by roll call vote and would be recorded in the minutes.

APPROVAL OF MINUTES: A motion was made by Carl Turner and seconded by Natalie Sherlock to approve the minutes from the May 26th special meeting.

Roll Call Vote:

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

TREASURER’S REPORT:

General Fund	\$52,173.09
Water/Sewer Acct.	\$219,623.26
Loan Balance	\$731,680.76
CAT Financial	\$21,659.61
American Legion Park	\$185,000
Money Market Acct.	\$1,209,057.02

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 June.

Roll Call Vote:

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

ADOPTION OF VIRGINIA CODE 5-1.1: A motion was made to adopt the Virginia Traffic Code Section 5-1.1 to be effective July 1, 2020 by Ned Overton. Natalie Sherlock seconded the motion.

Roll Call Vote:

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

LOT LINE REVISION: Austin Garber stated the planning commission discussed the request from Elizabeth Connelly to vacate the lot line on the property at 197 N. Main Street where the house was demolished. Mrs. Connelly requested to vacate the lot line to make two non-conforming lots to one conforming lot. Planning Commission recommended approval of the request. Ned Overton made a motion to approve the lot line revision. Natalie Sherlock seconded the motion.

Roll Call Vote:

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

REZONING PUBLIC HEARING: Mayor Delaughter started the joint public hearing with the Planning Commission at 7:16pm. Town Manager Austin Garber stated he received a rezoning application from Matt Saverence for a 2-acre parcel of property located on American Legion Drive. Mr. Saverence requested to rezone the parcel from R5 zoning to R2 zoning. The subject property borders properties in Legion Hills and adjoins properties to the northwest that are zoned R2. Austin Garber stated that one question that was presented at the Planning Commission meeting was about the narrow bridge at the entrance of American Legion Drive. Austin Garber contacted VDOT and they plan to fill asphalt up to 18 feet, which is normal width for a secondary road. Matt Saverence stated he would like to turn the 2-acres into 6 lots and do single family dwelling homes, similar to Legion Hills. He is not interested in multi-family dwellings. He stated the development would be an extension of Legion Hills. Based on the discussion from the Planning Commission meeting, Mayor Delaughter asked if Mr. Saverence was offering a proffer to limit dwellings to single-family homes. Mr. Saverence stated he is more than willing to provide whatever is needed to establish there would only be single-family dwelling built. Ned Overton asked Town Attorney Quinton Callahan how to assist Mr. Saverence with his request. Town Attorney Quinton Callahan stated from his viewpoint that it should be documented in the minutes of the planning commission meeting that Mr. Saverence's intentions are single-family dwellings. Mr. Callahan also stated that it would be documented in tonight's meeting. Robert Blosser asked if the dwelling on the property would remain. Mr. Saverence stated that it would essentially be the 6th lot and they are planning to live there, but years down the road they may take it down and build a single-family home. Robert Blosser asked about the setbacks. Mr. Saverence stated it would be conforming to the town's requirements. Town Attorney Quinton Callahan stated that the new dwelling would need to conform to current setback requirements. Town Attorney Quinton Callahan will work with Mr. Saverence on submitting a proffer. Mayor Delaughter asked if there were any public comments. Town Manager Austin Garber stated he received a comment from an adjacent property owner, Aaron Andes, at 3020 Legion Way. Mr. Andes stated he was not in favor of rezoning if it was for multi-family homes. With no further comments, Mayor Delaughter closed the public comment. Mayor Delaughter asked if Planning Commission could give a recommendation without the proffer. Town Attorney Quinton Callahan recommended to wait until something is received in writing from Mr. Saverence and then Planning Commission would be able to make a recommendation to Council. Austin Garber stated Planning

Commission would meet on Wednesday, June 17th. Council would plan to meet Thursday, June 18th and discuss the rezoning after a recommendation is received from Planning Commission. Mayor Delaughter closed the Public Hearing.

BUDGET PUBLIC HEARING: Mayor Delaughter started the public hearing for the Fiscal Year 2020-2021 proposed budget at 7:36pm. Town Manager Austin Garber presented a balanced budget to be effective July 1st, 2020 through June 30th, 2021. The proposed budget included no rate or fee increases while a 3% employee raise was included. Capital expenditures have been removed except for the park improvements. Those capital projects will be covered by secured donations from Pilgrims and Cargill. Presentations of capital projects may be revisited mid-year depending on the economy. The proposed budget is \$255,727 less than the current fiscal year budget, which is 10.77% decrease. Sharon Jones asked if town donations were still included in the proposed budget. Austin Garber stated they were not removed. With no public comment, the public hearing was closed.

Mayor Delaughter stated he hopes council can resume in-person meetings by August. He also stated he would be calling a special meeting for Thursday, June 18th, 2020 to approve the proposed budget and discuss the Saverence rezoning. Also, he would like to look at approving a park plan since the master plan was received from the planners.

ADJOURNMENT: No further business, the meeting adjourned.

RESPECTFULLY SUBMITTED,

Melinda Cleaver, Clerk

Donald Delaughter, Mayor