

**A REGULAR MEETING OF
THE TOWN COUNCIL
OF THE TOWN OF LURAY, PAGE COUNTY, VIRGINIA**

MONDAY, SEPTEMBER 12, 2016

The Luray Town Council met in regular session on Monday, September 12, 2016 at 7:00 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were present the following:

Presiding: Mayor Barry Presgraves

Council Present: Ronald Vickers
Jerry Dofflemyer
Jerry Schiro
Leroy Lancaster
Joseph Sours
John Meaney

Also Present:

Charlie Hoke, Town Manager
Bryan Chrisman, Assistant Town Manager
Mary Broyles, Clerk Treasurer
Danielle Babb, Deputy Clerk Treasurer
Ligon Webb, Town Planner
Chief Carl "Bow" Cook, Luray Police Department
Jason A. Botkins, Town Attorney
Jeff McMillan, Luray Downtown Initiative
Sara Levinson, Luray Downtown Initiative
Nancy Shifflett, Luray Downtown Initiative
Chris Slater, Page News and Courier
Mike Uram, Citizen Comment
Powell Markowitz, Luray Page County Airport Authority
Dolores Lackovitch, Barbara Mozisek, Shelby Hader- Daughter of the American Revolution
Sophia Chu, Lydia Fox, Patrick Graybeal- Luray High School Student Council
Bobbi Wells, Page Alliance for Community Action (PACA)
Margaret Stevenson, Hawksbill Greenway Foundation

A quorum being present, Mayor Barry Presgraves declared the Council to be in session for the transaction of business. All present stood for a moment of silence. Councilman Schiro led everyone in reciting the United States Pledge of Allegiance.

CONSENT AGENDA

Motion: Councilman Lancaster motioned to approve the Consent Agenda, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Consent Agenda

(A) Minutes of the Regular Council Meeting –8-8-2016

(B) Accounts payable checks totaling \$ 399,732.78

GENERAL CITIZEN COMMENT

Margaret Stevenson, Hawksbill Greenway Foundation

Ms. Stevenson advised members that the Town received the Governor's Excellence Award in April for the Greenway. Ms. Stevenson displayed the award for attendees. Also, the Greenway Foundation received the Virginia Treasurer's Award for the ADA Compliant Fishing Pier. Ms. Stevenson also displayed a text book used by colleges and universities called *Rural By Design*. The textbook highlights only one greenway; Luray's Hawksbill Greenway. Also, the Foundation has been notified from VF Jeanswear that the Greenway has received the Green Project Sustainability Award along with a \$1,000 contribution. Ms. Stevenson concluded her presentation by thanking town officials for their time and support.

Bobbie Wells, Page Alliance for Community Action

Ms. Wells stated that she is the Chairperson for the Page Alliance for Community Action and that she is requesting assistance with the annual Turkey Trot event. PACA is working with the school system and is also requesting the town permit Parks and Recreation Staff to assist with event. The annual Turkey Trot will be held on November 19th, 2016 and registration is free for all elementary school students. The proceeds from the event will go to the running clubs and to purchase a race timer. Ms. Wells has already spoken with Pat O'Brien and Morgan Housden of Parks and Recreation and has completed the appropriate Facility Use Form. Ms. Wells said that the event has been held for about four years now and the goal is to create healthy events for local families.

Motion: Councilman Schiro motioned to approve the request for support of the Turkey Trot event so long as it meets staff's criteria for the facility use application, motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Barbara Mozisek, Dolores Lackovitch, Shelby Hadel- Daughters of the American Revolution

Ms. Dolores Lackovitch, Shenandoah River Chapter of the DAR, spoke on behalf of the Daughters of the American Revolution to request support of the 61st Anniversary of the Constitution Week Celebration. Ms. Lackovitch presented the Council with a framed copy of the US Constitution to display in a prominent location at Town Hall. Small booklet copies were also handed out by the DAR members to staff and attendees.

Motion: Councilman Lancaster motioned to approve the Proclamation for Constitution Week, motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Sophia Chu, Lydia Fox, Patrick Graybeal- Luray High School Student Council

Ms. Sophia Chu, LHS Student Council, requested approval for the Luray High School Homecoming Parade. The parade will stretch from Luray High School to Bulldog Field on Thursday, September 29th and begin at approximately 6:45. Mayor Presgraves requested Miss Chu coordinate with the Chief of Police on this also.

Motion: Councilman Sours motioned to approve the request for the Luray High School Homecoming Parade Route as presented, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

DEPARTMENTAL REPORTS

Planning and Zoning

Town Planner, Ligon Webb, acknowledged both the Veterans Hospital in Richmond and the Town of Luray for their support during his father's extended illness. Mr. Webb thanked Council members and staff for their support over the last year.

Mr. Webb said that the commission has moved their meeting until next week. The commission will work on revisions to the Subdivision Ordinance. Also the Board of Zoning Appeals has a hearing scheduled for September 28th. There are four variance requests scheduled for this meeting. Currently the BZA has four active members. Members of the board are appointed by the Circuit Court. Mr. Webb noted struggles with obtaining board members as they do not meet regularly. The town's Board of Zoning Appeals has seen an unusually slow period and has not met in about four years. The board only meets when an administrative decision is being challenged.

Mr. Webb suggested a solution to this issue by means of a county-wide Consolidated Board of Zoning Appeals. This would allow for a consolidated board made up of members from Shenandoah, Stanley, Luray, and Page County. Mr. Webb plans to write up a formal recommendation and send to Page County Officials. Mr. Webb noted that this method is allowable by state code and would provide for a more active board.

Councilman Schiro said that the town's code would have to be amended to accommodate a consolidated board. Mr. Webb said that the present variances can be heard by the town's current board to accommodate these issues. Mr. Schiro also expressed concern that the town and county's zoning is very different and noted the importance of the town's comprehensive plan. Councilman Schiro stated concerns about the interpretation of the zoning administrator's decision and the role of the BZA as an appellate body. Mr. Webb noted that it has been somewhat unusual that the BZA hasn't met in the past four years. Mr. Webb said he felt there would be great value in having a board that is accustomed to meeting more often and can gain some knowledge of these variance issues. Mr. Webb said that while he could not speak for the other localities, he would assume that they face similar issues.

Councilman Mike Uram, Town of Stanley, noted that they do have a Board of Zoning Appeals but they do not meet very often. Mr. Uram said that he understands both opinions, but finds value in looking for more education on these type issues. Mr. Uram suggested more training for these board members and greater interaction amongst the localities.

Councilman Dofflemyer confirmed that the current variances can be heard by the existing board. Mr. Webb confirmed that these hearings will be held but that a unanimous decision will be required. Councilman Vickers

stated that he thinks the citizens are unaware of the openings to serve on this board and that more advertisement should be given. Councilman Schiro recognized that the BZA is different from other bodies such as the Planning Commission, whereas it does not meet on a regular schedule but stressed the importance of the board as an appellate body.

TOWN AFFILIATED BOARDS AND COMMISSIONS

LURAY DOWNTOWN INITIATIVE

Sara Levinson, Luray Downtown Initiative

Ms. Levinson thanked members for their time and noted the informational summary found in Council's packets regarding the grant work to the Brown's building. Ms. Levinson said that she has worked closely with Mr. Hoke and LDI Board Members on the grant project. Ms. Levinson noted that the final work on the grant is due in December and DHCD is pleased with the work so far. Stage I of the Grant has focused on Cosmetic Repairs which included; painting, power washing, window repairs, etc. The DHCD has approved \$12,920 in grant funding and the total spent to date is \$10,025. Approximately \$2,800 in funding is still available for use.

Stage II of the Grant will consist of Research and the goal is to identify a range of funding and investment options to present to Council from various organizations. Ms. Levinson said that a team has been assembled to work on this and members include herself, Councilman Schiro, Brian Plum and Judy Bell of the LDI Board. Ms. Levinson said that she is requesting permission to call on the town's behalf and work with these organizations that may be able to provide more details about available options. Ms. Levinson is hoping that by December some choices can be narrowed down and more detailed work can begin in January 2017. She stressed that from this point forward she will be representing the town when discussing the building with various organizations.

Lastly, Ms. Levinson would like to discuss how to spend the remaining \$2,800 from the first stage of the grant project. She has discussed with Mr. Hoke the possibility of obtaining some construction estimates for a basic quote to bring the building back into shape. Ms. Levinson explained that this could give more concrete information for the grant research phase. She noted that this would be to obtain a quote only, no actual construction, of a very basic renovation. The basic renovation estimate could include roof repairs, etc. that are included in the engineering reports. The secondary option for the remaining funding is a very minor renovation on the second floor windows. Mr. Hoke agreed that the construction estimates would be a good foundation for the research. Mayor Presgraves added that this is not a lot of remaining money and the options are limited. Mr. Hoke offered to take Council members on a tour of the building if they would like to see more of the buildings current condition.

Jeff McMillan, Luray Downtown Initiative

Jeff McMillan reported that the annual Tailgate Party was held on Saturday and was very successful. He thanked the Town of Luray for its in-kind services, Luray Caverns and the Mimslyn Inn for their contributions to the event. Mr. McMillan thanked other contributors as well. He added that LDI's new Treasurer, Ms. Barbie Stombeck, has presented some very early ballpark figures. Gross revenues for the Tailgate Party could exceed \$27,000 and the event saw several new sponsorships. Net profits from the event are anticipated at around \$10,000. Mr. McMillan detailed the expenses for the event and added that 188 tickets were verified in attendance. Mr. McMillan added that the \$5,000 cash prize was awarded to the local food bank and the \$1,000 prize was awarded to the Page County Walk for Alzheimer's, both cash awards remained local.

Other recent events included the Luray Triathlon, new maps have been received, and various meetings have been attended. Mr. McMillan said that he has been contacted by the Town of New Market who would like to meet to discuss Luray and economic development. A representative from Richmond will be in town next week and also the LDI will participate in an article at the request of the National Trust for Historic Preservation. Lastly, Mr. McMillan noted plans to partner with the town's recreation department to fund some new holiday decorations.

LURAY PAGE COUNTY CHAMBER OF COMMERCE

Ms. Hilliard could not be in attendance at this evening's meeting. Town Manager, Charlie Hoke, said that so far there are 150-175 participants signed up for the Mud Race event.

UPDATES AND DISCUSSION ITEMS

VDOT FUNDING APPLICATIONS

Assistant Town Manager, Bryan Chrisman, began with discussion on the town's funding applications to VDOT. The town will submit two applications for the West Main Street Bridge Replacement; one for Smart Scale Funds and the other for State of Good Repair Funds. The town will also submit both of these applications for the West Main Street Intersection Improvements. Mr. Chrisman said the town will also request FY2018 Revenue Sharing Funds for the Memorial Drive Corridor and Intersection Improvements. These applications are due this fall for the current funding cycle and in some cases the upcoming funding cycle. If other action is needed, Mr. Chrisman said that he will request those at the September or October meetings. Mr. Chrisman reminded that there are still many variables that will go into the town's end result in funds allocated. Councilman Vickers asked about the possibility of all three projects going on at once. Mr. Chrisman said that while it is a possibility, it is entirely dependent on funding allocations.

Mr. Chrisman, as project manager for the Bridge Project, said he has recently sent a letter to various members of the state's government, legislature, and transportation officials. The letter requests any assistance that can be provided to help the town fully fund the bridge replacement project so that we may advance on the planned schedule. A copy of the letter was included in Council's packets.

SIDEWALK & DRAINAGE PROJECTS-WEST PAGE, MECHANIC, AND CAVE STREET

Mr. Chrisman stated that work continues on electrical upgrades for Phase 4 and 5, from Broad Street to Hawksbill Street. Mr. Chrisman said that town staff skipped Phase 3, for now, due to its location in front of town hall. The location of Phase 3 presents some difficulties and Phase 4 and 5 take precedence because they must be completed before the bridge construction.

Mr. Chrisman discussed areas where the town is engaged in developing or implementing sidewalk/drainage improvements. Mr. Chrisman said that one of these areas is the drainage plans for West Page Street from South Court Street to South Hawksbill Avenue. Plans are being designed to attempt to solve some long-standing drainage problems. Mr. Chrisman described steep slopes and narrow right of ways as the major challenges. Another area that plans are being designed for is Mechanic Street from North Court to the top of the hill. This area also experiences problems with storm water run-off.

Mr. Chrisman discussed Cave Street connection plans where there is an absence of sidewalk due to a significant ledge rock and utility poles. A plan is being designed to connect the existing sidewalk on Cave Street to that on Wilson Avenue by means of a crosswalk to avoid the problem area.

Bridge Inspections will be coming up in September with the town's bridge engineers. The town should have some preliminary reports by the end of the month, especially for Main Street Bridge. Mr. Chrisman said that museum cases at the Depot for Phase 5 of the project have arrived. The display cases will be finalized after artifacts are chosen and custom mounts are constructed. The skylights at the Depot will also be repaired and Whiteside's Home Improvement has been contracted for the job. Phase 5 of the project also includes the roof repairs which are in the final stages. On September 22nd a public informational meeting will be held for Leaksville Road residents regarding an upgraded water line. Other work will take place for drainage relief along 340 North across from Bulldog Field.

TRAFFIC PATTERN PROJECTS- SECOND STREET, FOURTH AVE., N. BROAD STREET

Assistant Town Manager, Bryan Chrisman, discussed traffic issues at Luray Elementary School. Town staff is working at the request of the school system to make suggestions for helping to control and direct the backlog of traffic during the morning and afternoon. The primary request is for the Council to consider adding stacking lanes on Luray Avenue, making Second Street from Luray Avenue (on the west side of Luray Avenue) to the school one-way. Mr. Chrisman said that he would like to attempt some temporary corrective actions before making any permanent changes. He said that a trial-run using temporary markings is recommended initially.

Mr. Chrisman said that the other area of traffic concern is North Broad Street/ US 340 North. The town has two stretches of roadway where vehicles are required to merge from two-lane travel to a single lane of travel. Both of these areas merge without any guidance that traffic needs to merge. Mr. Chrisman said that it seems that thermoplastic arrows for direction may be the best possibility. He added that staff is open to any suggestions Council may have on this subject.

NORTH ALLEY 911 ADDRESSES

Mr. Chrisman stated that the town has received information and a request for consideration from Page County 911 regarding the naming of North Alley. He anticipates a formal request from the county regarding a change to the street name. Typically the name "north" is a directional prefix rather than part of the street name. As well, "alley" is typically a street suffix. These factors provide for confusion among GPS mapping, tourists, and emergency response crews. Mr. Chrisman said that he supports this change but would like Council's input. He will keep Council informed on this change and stated that a formal request from Page County 911 is forthcoming.

ITEMS FOR COUNCIL ACTION

LURAY PAGE AIRPORT GRANT AUTHORIZATION

Mr. Powell Markowitz updated Council members on the road relocation project. Construction on this project continues and will consist of rerouting of the road, new fencing, and reducing obstructions. Mr. Markowitz explained that the project has utilized local laborers, local fuel, and local contractors.

Mr. Markowitz discussed the operational figures for the fiscal year ending June 30, 2016. A copy of the airport's income statement was provided in Council's packets. Mr. Markowitz said the first year of operations under the Airport Authority in 2014 realized a \$67,000 deficit. However, the year ending June 2105 realized a deficit of \$56,500 and Mr. Markowitz said he is pleased to report that June 2016 saw a deficit of only \$35,000. He added that the continued decrease in the annual deficit has been realized more quickly and he hopes to see a positive net income in the next few years. Mr. Markowitz acknowledged Mr. Painter, Airport Manager, for his efforts to reduce costs. He added that airport staff is on call 24 hours a day to re-fuel rescue helicopters. While providing fuel as the main source of revenue, staff also maintains the airport grounds and provides transportation from the

airport to local restaurants and shops. Mr. Markowitz said that there are two mechanics working at the airport full time and that there has been some interest in the construction of corporate hangars.

Mr. Markowitz also discussed the transfer of the airport property to the Authority. He stated that the transfer is still in progress and work continues with Attorney Nathan Miller in an attempt to resolve some issues with the FAA. Mr. Markowitz said that some public hearings could be required.

The Airport Authority has compiled a grant application to perform an environmental assessment for the airport property. The Authority will need to complete the assessment in order to move forward on additional projects. Mr. Markowitz has provided members with a copy of the grant application and is requesting permission to apply for the grant to perform the assessment. Mr. Markowitz is not requesting any funding for this process but is requesting permission for town staff to authorize the Town Manager to execute the documents.

Councilman Sours asked about sustained support from the FAA for grant monies. Mr. Markowitz said that he feels strongly about the continued support. He said that in the next 10-15 years, project funding should continue and could likely result in the complete build out of the project. He added that this airport in particular has a strategic location which is vital to rescue helicopters, emergency landings, etc. Councilman Vickers inquired about the build out of a new terminal. Mr. Markowitz said that this is a more difficult project to fund and continues work on this issue. Councilman Dofflemyer thanked Mr. Markowitz for his dedication to the airport and the funding that has been obtained.

Motion: Councilman Vickers motioned to authorize the Town Manager to execute the grant documents as discussed, motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

ANNOUNCEMENTS

ANNUAL VML CONFERENCE

Mayor Presgraves reminded Council members of the upcoming VML Conference. He asked that members not planning to attend speak to Treasurer Mary Broyles to cancel their reservations. Ms. Broyles said she needed any cancellations by Wednesday.

REAPPOINTMENT – TOWN TREASURER

Mayor Presgraves reminded that the Treasurer's position is one of three town officials that is reappointed by the Council.

Motion: Councilman Lancaster motioned to reappoint Mary Broyles as the Town Treasurer for a term of two years, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

EXECUTIVE SESSION

Personnel, Section 2.2-3711.A.1

Mayor Presgraves requested a motion to adjourn into Executive Session for the purpose of discussing matters relevant to Section 2.2-3711.A.1.

Motion: Councilman Sours motioned to recess the regular session and to convene in executive session; Councilman Dofflemyer seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Motion: Councilman Dofflemyer motioned to adjourn the closed session and to reconvene in open session; Councilman Lancaster seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Mayor Presgraves asked members of Council to certify that to the best of their knowledge only matters covered under Section 2.2-3711.A.1 were heard, discussed, or considered during the closed session. **The roll was called with all members certifying “Yes”.**

REAPPOINTMENT – TOWN MANAGER

Motion: Councilman Lancaster motioned to amend the appointment and term of the Town Manager’s contract from two years, not to exceed one year. Councilman Sours seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Motion: Councilman Sours motioned to approve the contract and direct the Mayor to sign the document, with the document coming back to Council prior to final authorization; Councilman Dofflemyer seconded the motion with the following members voting YEA: Council Members Dofflemyer, Schiro, Lancaster, Sours, Meaney. NAY: Vickers. **Approved 5-1**

Councilman Vickers stated that his Nay vote was due to severance pay as a part of the contract.

ADJOURN

With no further business, the meeting was adjourned at 9:07pm.

Barry Presgraves
Mayor

Danielle Babb
Deputy Clerk-Treasurer