

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

**Monday, May 13, 2019**

The Luray Town Council met in regular session on Monday, May 13, 2019, 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 Schiro  
Jerry Dofflemyer  
Leroy Lancaster  
Joseph Sours

**Council Absent:**

Leah Pence

**Also Present:**

Steve Burke, Town Manager  
Bryan Chrisman, Assistant Town Manager  
Jason Botkins, Litten & Sipe  
Mary Broyles, Clerk-Treasurer  
Danielle Babb, Deputy Clerk-Treasurer  
Chief C.S. "Bow" Cook, Luray Police Department  
Bill Huffman, Luray Downtown Initiative  
Meredith Dees, Luray Downtown Initiative  
David Sedwick, Luray Water Treatment Plant  
Joey Haddock, Luray Water Treatment Plant  
Cathy Herbert, 201 Hawksbill Heights Drive  
Cathie Miranda, 317 E Main Street  
Lee McWhorter, 1755 US Highway BSN 340  
Sam McNeely, 3 Meadow Lane, Green Hill Cemetery Board  
Rose Anne Smythe, Green Hill Cemetery Board

A quorum being present, Mayor 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 the United States Pledge of Allegiance.

## **CONSENT AGENDA**

**Motion:** Councilman Schiro motioned to approve the Consent Agenda as presented, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

### ***Consent Agenda***

- (A) Minutes of the Regular Council Meeting – 4-08-2019
- (B) Minutes of the Council Work Session- 4-23-2019
- (C) Financial Reports Ending April 30, 2019
- (D) Accounts Payable checks totaling- \$ 261,537.17

## **GENERAL CITIZEN COMMENTS**

### **Cathie Miranda- 317 East Main Street**

Ms. Cathie Miranda spoke on behalf of the Page Valley Arts Council. She requested consideration for the Arts Council in the Town's upcoming budget. She discussed PVAC's Saturday activities and noted that they are entirely volunteer, self funded, and open to locals and tourists.

### **Cathy Herbert- 201 Hawksbill Heights Drive**

Ms. Cathy Herbert also spoke about the Arts Council's efforts and their focus on bringing participants to Downtown Luray.

### **Lee McWhorter- 1755 US Highway Business 340**

Mr. McWhorter spoke about a letter received from the Town Manager regarding the Farmer's Market. Mr. McWhorter said that the market board members met for their annual board meeting in December 2018 and have opened for the season. Mr. McWhorter would like to discuss the operation of the market before continuing forward. He noted that he has spoken with Liz Lewis, Page County Economic Development, and heard her plans for a more permanent market. Mayor Presgraves directed Mr. McWhorter to set up a time to meet with the Town Manager.

### **Sam McNeely- 3 Meadow Lane**

Mr. McNeely spoke as the newly elected Chairman of the Green Hill Cemetery. He discussed the nearly \$25,000 invested in renovations at the cemetery, which were funded through private donations. Two brochures were handed out by Ms. RoseAnne Smythe regarding *Second Sunday Strolls* and *Decoration Day*. Mr. McNeely discussed efforts to list the Green Hill Cemetery on the National Register of Historic Places. He discussed mowing costs for the upcoming season. Mr. McNeely thanked the Town for its assistance and the community for always stepping up to assist in the cemetery's needs. Mayor Presgraves complemented the committee and said the improvements are unmeasurable.

## **PRESENTATIONS**

Mayor Presgraves recognized David Sedwick for receiving the 2019 VRWA Rookie of the Year Award at this year's annual water conference. Mayor Presgraves also recognized Treasurer Mary Broyles and

Deputy Clerk Treasurer Danielle Babb for their acceptance of the Town’s award for Risk Management at the Virginia Municipal League Annual Meeting on Friday May 10<sup>th</sup> in Glen Allen.

**PUBLIC HEARINGS**

**2019 Comprehensive Plan**

Town Manager, Steve Burke, said that the Town Council is requested to conduct a Public Hearing for citizen input on the adoption of the 2019 Comprehensive Plan. Mayor Presgraves opened the hearing for citizen comment. With no one present to speak, the hearing was closed.

**Motion:** Councilman Vickers moved for Town Council to adopt the 2019 Comprehensive Plan as recommended by the Town’s Planning Commission with the addition of “Support Citizen Initiated, Code Compliant Alternative Energy Installations on Private Residences, as well as the Town Government” in the Environment Section of the Quality of Life Chapter. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

**Code Amendments – Chapter 74 & 302**

Mr. Burke requested Council conduct a Public Hearing to receive comments on the draft Code Amendments to Chapter 74 and 302 of the Town Code. Chapter 74 refers to house numbering and Chapter 302 refers to an amendment to the Planned Neighborhood Development District and Luray Enterprise Zone. The Luray Planning Commission has unanimously recommended both amendments. Mayor Presgraves opened the hearing for citizen comment, hearing no comments from the public, the hearing was then closed.

**Motion:** Councilman Vickers moved for Town Council to adopt Code Amendments to Chapter 74 and 302 of the Town Code as presented with the Code Amendments effective upon passage. Motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

**Public Financing- Interim Bridge Construction Financing**

Bryan Chrisman, Assistant Town Manager, presented the public hearing for public input to consider a Resolution for the issuance of a bond in the maximum amount of \$750,000 to be used for interim financing to finalize the Main Street Bridge Project. Mayor Presgraves opened the hearing for citizen comment. With no citizens present to speak on the issue, the hearing was then closed.

**Motion:** Councilman Dofflemyer motioned to approve the Resolution for the interim financing for the construction costs and expenses of replacing the West Main Street Bridge as presented, and further authorized the Mayor, Town Manager, Assistant Town Manager, and Town Treasurer to execute any documentation associated with the issuance of the bond as presented. Motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

## **FY 2019-2020 Budget**

Town Manager, Steve Burke, reviewed highlights of the FY 2019-2020 Budget. The proposed budget includes a 2.5% salary adjustment, vehicle upgrades for several departments, improvements at our parks, funding for certification and licensure recognition, and continued capital improvements. Mr. Burke explained that there will be no action taken on the budget this evening.

Mayor Presgraves then opened the public hearing for citizen comment:

### **Cathie Miranda- PVAC, 317 East Main Street**

Ms. Miranda requested consideration in the FY 2019-2020 budget for funding for the Page Valley Arts Council.

With no further comments, the hearing was then closed. The Town Council will consider adoption of the budget at its May 28<sup>th</sup> Meeting.

## **DEPARTMENTS, TOWN BOARDS AND COMMISSIONS**

### **Luray Downtown Initiative**

Ms. Meredith Dees discussed a few brief updates from Luray Downtown Initiative. She advised Council that much positive feedback has been received about this weekend's Festival of Spring. Ms. Dees said that she has worked closely with the Parks and Recreation Department, and things went very smoothly. The Chicken Chow Down event is this Friday, tickets are available with LDI. The live drawing for the bridge raffle will be held at the Chicken Chow Down event, Ms. Dees requested that Mayor Presgraves draw the winning ticket. The study for the Artisan's Grill building is wrapping up and Ms. Dees said that much has been learned through this process. She said that LDI will be meeting with the property owners to share the findings of the study and will then share publicly. Ms. Dees said that LDI has been working on the annual accreditation procedure and is happy to report that they are fully accredited for the fiscal year 2019-2020 with National Main Street.

### **West Main Street Bridge Project Update**

Assistant Town Manager, Bryan Chrisman, updated Council on the progress of Main Street Bridge. The railing work is under construction; with work on the water lines, electrical, and storm water components yet to come. Bridge lighting work is forthcoming as well. The bridge is slated to open for traffic on June 27<sup>th</sup>. The final project closeout is scheduled for July 2019.

## **ACTION & DISCUSSION ITEMS**

### **Luray Recreation Center- Facility Fee Payment Plans**

Mr. Burke presented the request for a 10-year payment plan for the sanitary sewer facility fee submitted by Rev. Audre King for the West Luray Community Center.

**Motion:** Councilman Vickers motioned to approve the 10-year payment plan for the sanitary sewer facility fee for 630 West Main Street to be invoiced monthly. Motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

### **Group Long Term Care Insurance Program**

Mr. Burke is requesting Council's consideration to offer the Virginia Retirement System's new employee participation program for group long term care insurances an additional benefit. The program would be available to active VRS employees, and the premium would be the responsibility of the employee if they so choose to participate.

**Motion:** Councilman Schiro motioned to adopt the employee benefit for group long term care insurances offered by the Virginia Retirement System as presented, authorize the Mayor to execute the Employer Adoption Agreement, and authorize the Town Manager and Town Treasurer to complete any additional documentation to implement this benefit as presented. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

### **FY 2019-2020 Rates & Fees Schedule**

Mr. Burke asked for consideration of the FY 2019-2020 Rate and Fee Schedule. The fee schedule includes a one percent increase in water and sewer rates, and increases in some areas of recreational fees.

**Motion:** Councilman Sours motioned to adopt the FY 2019-2020 Rate and Fee Schedule. Motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

### **Code Amendment- Chapter 38- Elections**

Council is requested to consider adoption of a Code Amendment to Chapter 38- Elections to update the Town Code to reflect the two election districts established by Page County for the Town. Mr. Burke explained that this is simply bringing the code into conformance with the Town's current practices.

**Motion:** Councilman Schiro motioned to adopt the Code Amendment to Chapter 38- Election to reflect the election districts and polling places for elections established by Page County with such Code Amendment to become effective upon passage. He further moved to request Page County amend Chapter 12-2.A. of their municipal code to eliminate the Circuit Court as the polling place for Town Elections. Motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

### **Janitorial Services Contract Award**

Mr. Burke asked Council to consider the award of the contract for janitorial services to Jr's Cleaning Service for a period of two years with optional one year extension as detailed in the RFP.

**Motion:** Councilman Schiro motioned to award the contract for janitorial services to Jr's Cleaning Service as presented. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

**Personal Property Tax Relief Resolution**

Mr. Burke presented the Resolution for Personal Property Tax Relief.

**Motion:** Councilman Sours motioned to adopt the Resolution establishing the criteria for tax relief for qualifying personal use vehicles in conformance with the Personal Property Tax Relief Act for the tax year 2019 as presented. Motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

**Code Amendment- Chapter 2**

Town Attorney, Jason Botkins, presented information regarding changes to Chapter 2 of the Town Code to comply with the new Town Charter. The new charter will go into effect July 1, 2019 and more accurately reflect the day to day operations of the Town. The revisions will remove outdated requirements for meetings and administration.

**Motion:** Councilman Dofflemyer motioned to adopt the Code Amendment to Chapter 2- Administration as presented with such Code Amendment to become effective July 1, 2019. Motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours. **Approved 5-0**

**ANNOUNCEMENTS/ ADJOURN**

Mayor Presgraves advised Council members of the invitation to the Town of Shenandoah Annual Memorial Day Parade. Anyone wanting to attend, should contact the Mayor. With no further business, the meeting was adjourned at 7:55 pm.

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Barry Presgraves  
Mayor

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Danielle Babb  
Deputy Clerk-Treasurer