

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

Monday, September 9, 2019

The Luray Town Council met in regular session on Monday, September 9, 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:

Ron Vickers
Jerry Dofflemyer
Jerry Schiro
Leroy Lancaster

Council Absent:

Joseph Sours
Leah Pence

Also Present:

Steve Burke, Town Manager
Jason Botkins, Litten & Sipe
Mary Broyles, Clerk-Treasurer
Danielle Babb, Deputy Clerk-Treasurer
Chief Carl "Bow" Cook, Luray Police Department
Bill Huffman, Luray Downtown Initiative
Delores Lackovitch, Daughters of the American Revolution

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 Vickers led everyone in the United States Pledge of Allegiance. The roll was called with two Council members absent.

CONSENT AGENDA

Motion: Councilman Schiro motioned to approve the Consent Agenda as presented, motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster. **Approved 4-0**

Consent Agenda

(A) Minutes of the Regular Council Meeting – 8-12-2019

(B) Accounts Payable checks totaling- \$201,336.14

**Financial Reports will be provided at the close of the Fiscal Year.

CITIZEN COMMENT

There were no members of the public signed up to speak during the Citizen Comment period.

DEPARTMENTS, TOWN BOARDS AND COMMISSIONS

Luray Downtown Initiative

Mr. Bill Huffman said that there was no formal report for the evening. He noted that LDI is continuing preparations for this weekend's Sunflower Festival.

ACTION & DISCUSSION ITEMS

Code Chapter Repeal- 82-46, 48, 49, 50, & 51

Mr. Burke requested that Council consider the repeal of Sections 46,48,49,50 and 51 of Chapter 82 of the Town Code. These sections address the use of vehicle stickers to indicate payment of the vehicle License Fee. The Town discontinued use of the decals years ago, and the repeal is in keeping with current practices.

Motion: Councilman Dofflemyer motioned to repeal Sections 46,48,49,50, and 51 from Chapter 82 of the Town Code to eliminate references to Town stickers issued as proof of payment for Vehicle License Fees. Motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster. **Approved 4-0**

Code Amendment – Single Family Dwelling in B1

Town Manager, Steve Burke, stated that Council had previously requested the Planning Commission look at this area for review. The Planning Commission unanimously approved the amendment to Town Code Section 406 of Article IV to allow existing single-family dwellings in the Business District to be excluded from the Special Use Permit requirement. Mr. Burke said the Public Hearing is set for the October meeting, and no action is required tonight.

Councilman Schiro raised question regarding existing residential use. He asked if the residence was undergoing expansion/addition, would it require the Special Use Permit process. Mr. Burke said that it would not require a Special Use Permit since there would be no change of actual type of use.

Bridge Name Request

Mr. Burke discussed a request from Mr. Douglas Frye to consider supporting the naming of Bixler's Ferry Bridge. Mr. Frye would like to name the bridge in memory of Emmett Dougans, the first Page County resident killed during the Vietnam War. Mr. Burke explained that since the bridge is located within the County, he contacted VDOT regarding the request. VDOT noted that there was no pre-existing name of the bridge, and that the Page County Board of Supervisors had been looking into an application regarding the request. Mr. Burke explained that the Town would be able to offer a Resolution of Support for the request if they so choose.

Constitution Week Proclamation

Town Manager, Steve Burke, discussed the request for Town Council to adopt the Proclamation for Constitution Week as requested by the Daughters of the American Revolution. Ms. Delores Lackovitch was present at the evening's meeting and requested a copy of the Proclamation once it is signed by the Mayor.

Motion: Councilman Vickers motioned to adopt the Proclamation for Constitution Week as presented. Motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster. **Approved 4-0**

OLD BUSINESS

Personnel Policies Manual & Job Descriptions Update

Town Manager, Steve Burke, discussed the update to the Town's Personnel Policies Manual and job descriptions. Mr. Burke noted that Council had requested to review this in more detail in a work session, and the item is for information only at this evening's meeting.

Councilman Vickers asked if there were any controversial matters included in the update. Mr. Burke explained that the updated drug policy may be controversial. He explained that the Town has looked at VML's recommendation and prefers to do testing on an as needed basis. He noted that the industry standard for testing may not be appropriate for a town of our size, and that monthly random testing can be costly and complicated.

Mayor Presgraves asked if the revisions affect the Springsted Study that was previously conducted by the Town. Mr. Burke said that it does provide some updates; especially in the area of job descriptions. Mr. Burke said that regarding salaries, it doesn't appear that we are currently following the study; some of which the Town cannot afford. He added that the study has a low, middle, and high standard, and the revisions seek to create a range rather than set steps. Councilman Schiro stated that the issue with the Springsted Study is the comparison of jurisdictions. He feels that the sample localities are not equally comparable. Mayor Presgraves stated that the Council did adopt the Springsted Study and would like to see a side-by-side comparison of the changes. Council and Staff agreed to discuss this further at the September Work Session Meeting, and Mr. Burke agreed to provide a side-by-side comparison.

Draft Code Amendment- Chapter 98- Parks and Recreation

Mr. Burke said that Chapter 98 of the Town Code is in regards to Parks and Recreation and attempts to address issues identified by Town Staff. No action is needed on this item this evening.

TOWN ATTORNEY

Town Attorney, Jason Botkins, informed Council members of an upcoming Conflict of Interest, in person training session. The session will be held at the Shenandoah County Board of Supervisors room on Tuesday October 7th. The Conflict of Interest training is a mandatory requirement due by calendar year end and can be completed either online or at an in-person training session.

-Recess-

EXECUTIVE SESSION

Real Property: Potential Disposition of Real Property 36 West Main Street, Section 2.2-3711 (A) (3)

Mayor Presgraves requested a motion to adjourn into Executive Session for the purpose of discussing matters relevant to Section 2.2-3711.A.3 regarding the potential disposition of real property.

Motion: Councilman Schiro motioned to recess the regular meeting and to convene in executive session; Councilman Dofflemyer seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster. Approved 4-0

-Closed Meeting-

Certification: Mayor Presgraves asked members of Council to certify that to the best of their knowledge only matters covered under Section 2.2-3711.A.3 were heard, discussed, or considered during the closed session. **Motion:** Councilman Schiro motioned to certify the closed session; Councilman Vickers seconded the motion with the following members voting YEA: Mayor Presgraves, Council Members Vickers, Dofflemyer, Schiro, Lancaster.

ANNOUNCEMENTS/ ADJOURN

With no further business, the meeting was adjourned at 8:14 pm.

Barry Presgraves
Mayor

Danielle Babb
Deputy Clerk-Treasurer