

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

TUESDAY, OCTOBER 10, 2017

The Luray Town Council met in regular session on Tuesday, October 10, 2017 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
Leah Pence

Also Present:

Bryan Chrisman, Acting Town Manager
Mary Broyles, Clerk-Treasurer
Danielle Babb, Deputy Clerk-Treasurer
Carl "Bow" Cook, Chief of Police
Jordan Bowman, Litten and Sipe LLP
Meredith Dees, Luray Downtown Initiative
Lowell Baughan, Page County Railroad Club
Lee McWhorter, Luray Page County Farmers Market

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.

CONSENT AGENDA

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

Consent Agenda

- (A) Minutes of the Regular Council Meeting – 9-11-2017
- (B) Minutes of a Council Special Meeting – 9-26-2017
- (C) Accounts payable checks totaling \$ 197,326.06

LURAY DOWNTOWN INITIATIVE

Meredith Dees, Luray Downtown Initiative

Ms. Meredith Dees presented updates for Luray Downtown Initiative and noted that the Evening on the Bridge is fast approaching. Ms. Dees said that Council members should have received their complimentary ticket in the mail this week and invited each to purchase additional tickets for their spouse and friends. Ms. Dees said that last week celebrated Homecoming Week for Luray High School and downtown businesses were encouraged to decorate their windows for spirit week. She stated that eleven businesses participated in the window decorations, a community pep rally and community parade were also held. Ms. Dees noted that one business donated pom-poms for the students and that many business owners were well pleased with the concept. She said that the overall goal was to bring the community back to downtown. Ms. Dees added that fall is a great time to support our local merchants. In the spirit of supporting these merchants, the Trick or Treat on Main Street will be held on Tuesday, October 31 from 4-6pm. LDI will have a table downtown and she asked that Council do so as well. Lastly, Ms. Dees reminded attendees of Small Business Saturday, sponsored by American Express, which will be held on Saturday November 25th.

OLD BUSINESS

Farmers Market

Mr. Lee McWhorter reviewed the season for the Farmers Market and noted that the market began with only about \$1,600 in funds. He advised members that tables, tents, plants, and start up produce were needed to begin the season which left the market with only a few hundred dollars. Mr. McWhorter stated that within the first two months of the season, he purchased about \$3,000 worth of plants and produce to keep the market stocked, which proved that the market was generating money. He explained that each week the market generates funds, which are used to purchase items for the next week, and so on. In July, the Town Council allocated \$1,200 to the Farmers Market. Throughout the entire season, \$9,000 was spent on keeping the market stocked, leaving the ending balance in the account of \$2,653 dollars. Mr. McWhorter reviewed the money spent on advertising and said that he can provide a written report at a later date. He stressed that the market did recoup all of its spendings and was occupied by about nine vendors.

Councilman Vickers asked if there is a current board of directors for the market. Mr. McWhorter said that there is a board and they meet about once per year. He explained that most of these members were former participants in the market but are no longer able to do so. Councilman Schiro asked if the board meets on a regular basis, and noted that the market is under the direction of the Town. He explained that the board needs to be sure they are meeting the bylaws of the market. Councilwoman Pence suggested that she would like to see a stronger board presence. Mr. McWhorter explained that he has tried to recruit more vendors with little success.

UPDATES & DISCUSSION ITEMS

Train Club Request

Mr. Lowell Baughan spoke to members regarding a request from the Page County Railroad Club. Mr. Baughan explained that the club is requesting to utilize the Brown's building, specifically the former dining room, as a meeting place. Mr. Baughan said that the club would like to utilize this space in order to have a more visible meeting location and would like to do so only until the point the building is sold. Mr. Baughan suggested that he understands conditions would be placed upon the use of the space if Council is agreeable. He noted that the club hopes the location will result in new members. Mr. Baughan explained that the club is currently working on a modular model, with the layouts being portable. The club meets the second Thursday of the month, but plans to expand meeting times and hours.

Councilman Schiro questioned the Town's need for an occupancy permit from the building official. Mr. Chrisman explained that the Town would need to go through the process of obtaining an occupancy permit from Page County Building and Zoning. Councilman Vickers asked about the time frame the club is looking for. He asked if the LDI Window Decorations would cause any issues for the club. Mr. Baughan explained that the club would like to utilize some windows for the display but it would only those to the left of the main entrance. Mr. Chrisman noted that during bridge construction there would only be sidewalk access to the building and details of any agreement would need to be worked out. Councilman Vickers questioned if there would be any cost to the town to permit the club to occupy the space. Mr. Baughan said that the club carries its own insurance and is a 501C3 Organization. Members discussed potential costs to the Town due to the building condition and discussed heating and cooling expenses. Mr. Chrisman said that a walk-thru with the Page County Building Official could be conducted to obtain a better idea of costs that may be incurred. Mr. Baughan said that it would be important to heat and cool the building regardless if it is occupied to maintain its condition. Mr. Chrisman suggested that he might also discuss this request with the town's legal counsel. Councilman Sours said that he would like to suggest just the use of a display window with information and a call to action. Councilman Sours said that it would be a tough sell for him to agree to the occupancy of the building. Councilwoman Pence said that she supports the concept but is unsure of the price point. Mayor Presgraves suggested that Council and staff give this some more consideration and continue discussions.

Draft Ordinance Amendments & Ads

Acting Town Manager, Bryan Chrisman, discussed several draft ordinance amendments and advertisements. He along with the Town Attorney have been working for some time on clarifying and refining certain sections of the Town Ordinance. The changes are intended to help reduce inconsistencies, provide for certain uses in certain districts, and solve operational or enforcement issues. Mr. Chrisman advised that some of these changes will go before the Planning Commission, Town Council, or both. Included in Council's packet are the proposed advertisements for each body. Councilman Sours discussed the proposed changes to Section 90-1 of Chapter 90 of the Town Code regarding grass cutting. Mr. Sours discussed the *ten inches or more in height* requirement for grasses. Councilwoman Pence clarified that the first violation receives a \$50 fine.

Mr. Chrisman said that Town Attorney, Jason Botkins, is also working on livestock ordinance revisions. Council and staff also discussed penalties for lodging tax, business licenses, etc. and the consequences for noncompliance in these areas.

Councilwoman Pence asked about businesses in town that have a "yard sale or sidewalk sale" on a regular basis. Mr. Chrisman said that yard sale rules address residential areas, however a business that is licensed is permitted to do so. He added that regulation based on appearance is not possible.

Councilman Schiro discussed the enforcement of parking on private lots. Chief Cook clarified that the Town is permitted to enforce this in lots with over 50 spaces according to State Code.

ITEMS FOR COUNCIL ACTION

Nawrocki Release of Lien

Acting Manager, Bryan Chrisman, presented the action item for Town Council regarding the release of lien for Mr. Richard Nawrocki. Mr. Nawrocki completed an affordable housing project at his property on West Main Street as a part of the Town's Community Development Block Grant. One requirement of participation was that the Town hold a Deed of Trust for the amount of the project funding for a period of ten years. Mr. Nawrocki was required to provide affordable housing for this ten year period. The ten year period has expired and Mr. Nawrocki has requested the release of the lien. The Certificate of Affidavit and Satisfaction has been provided by Mr. Jason Botkins and should be acted upon by Town Council.

Motion: Councilman Schiro motioned to approve the release of lien as presented, motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Pence. **Approved 6-0**

ADJOURN

Councilman Vickers inquired about the town's intent to make a parking lot on 340 North. Mr. Chrisman said that this is a lot on Route 340, near Mechanic Street and the Tannery building that staff will be converting to a gravel parking lot to reduce town maintenance. The lot will be useful for special events.

Mayor Presgraves advised members that he has been dealing with multiple health issues and asked that Council and staff continue to bear with him as he continues to face some problems.

With no further business, the meeting was adjourned at 8:11 pm.

Barry Presgraves
Mayor

Danielle Babb
Deputy Clerk-Treasurer