

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE
TOWN OF LURAY, PAGE COUNTY, VIRGINIA
Monday, April 14, 2008**

The Luray Town Council met in regular session on Monday April 14, 2008 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 Ralph H. Dean

Council Present: Lonnie Arrington
William Menefee
Leroy Lancaster
Barry Presgraves
Earl "Rock" Racer

Council Absent: Nancy Shifflett

Also Present: Rick Black, Town Manager
Bryan Chrisman, Assistant Town Manager
Jason Spittler, Town Attorney
Mary Broyles, Treasurer
Danielle Babb, Deputy Clerk-Treasurer
Ligon Webb, Town Planner
Charlie Hoke, Director of Utilities
Lynn Mathews, Superintendent of Public Works
Page Campbell, Chief of Police
Catherine Stewart, Luray Downtown Initiative
Andrew Jenner, Page News & Courier
Members of the Luray Tree & Beautification Committee
John Mrotek, 4 Jamison Road

A quorum being present, Mayor Dean declared the Council to be in session for the transaction of business. All present stood to recite the United States Pledge of Allegiance.

CONSIDERATION OF MINUTES

REGULAR COUNCIL MEETING- March 10, 2008

Minutes of the Regular Council Meeting of March 10, 2008 were submitted for review. **Motion:** Councilman Lancaster motioned to approve the minutes as presented, motion seconded by Councilman Presgraves with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

SPECIAL COUNCIL MEETING- March 14, 2008

Minutes of the Special Council Meeting of March 14, 2008 were submitted for review. **Motion:** Councilman Presgraves motioned to approve the minutes as presented, motion seconded by Councilman Menefee with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

COUNCIL WORK SESSION- March 24, 2008

Minutes of the Council Work Session of March 24, 2008 were submitted for review. **Motion:** Councilman Lancaster motioned to approve the minutes as presented, motion seconded by Councilman Presgraves with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

COUNCIL WORK SESSION- April 8, 2008

Minutes of the Council Work Session of April 8, 2008 were submitted for review. **Motion:** Councilman Racer motioned to approve the minutes as presented, motion seconded by Councilman Presgraves with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

PLANNING COMMISSION MEETING- March 12, 2008

Minutes of the Planning Commission Meeting of March 12, 2008 were submitted for review of information.

CDBG MEETING- March 12, 2008

Minutes of the CDBG Meeting of March 12, 2008 were submitted for review of information.

CDBG MEETING- April 7, 2008

Minutes of the CDBG Meeting of April 7, 2008 were submitted for review of information.

PUBLIC HEARINGS

Hawksbill Creek Farm, Special Use Permit, Commercial Storage in R-3

Town Planner, Ligon Webb, reviewed the information for the public hearing regarding the application for special use permit from Mr. John Mrotek. Mr. Mrotek is requesting a special use permit to allow an existing accessory building located in an R-3 zoning district to be utilized as a commercial storage facility for recreational vehicles, boats, and other like equipment. The structure is currently being used for personal storage. The Planning Commission approved the applicant's request by a 5-0 voted on March 12, 2008. No one was present to speak during the public hearing on this issue. **Motion:** Councilman Lancaster motioned to approve the special use permit for Hawksbill Creek Farm; motion seconded by Councilman Presgraves with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

GENERAL CITIZEN COMMENTS

Vickie Pitts of the Luray Tree and Beautification Committee spoke before Council to update members on the recent endeavors of the committee and its members. Ms. Pitts began by introducing the members of the committee and passing out promotional bags. The promotional bags display the Luray logo and encourage recycling. The committee hopes the community will purchase these bags at the Festival of Spring and use the bags in the community as opposed to paper or plastic throw away bags. Ms. Pitts gave a report on the Arbor Day activities and the 5th grade Poster Contest. Other activities have included ongoing work with the murals, downtown benches, pocket parks, and recycling efforts. The committee plans to continue “green” efforts to accompany the VML “Go Green” campaign.

TOWN CLERK/TREASURER’S REPORT

Treasurer’s Report of Cash on Hand as of April 14, 2008:

Sun Trust Bank:	
General Fund Account.....	\$ 3,544,128.12
Cash on Hand:	\$ 3,294.99
Total:	\$ 3,547,423.11

Mary Broyles, Town Treasurer, submitted to Council for approval, Accounts Payable invoices in the amount of \$ 125,343.87. **Motion:** Councilman Racer motioned to approve payment of the invoices as presented; motion seconded by Councilman Presgraves with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

TOWN MANAGER’S REPORT

Town Manager, Rick Black, informed Council of several upcoming events. The public hearing regarding the budget will be held at the regular Council Meeting to be held on May 12th, 2008. The members of the Luray Town Council have been invited to attend the graduation reception at the Luray Campus of Lord Fairfax Community College. The Luray Little League Baseball officials have invited Council to the opening day ceremonies and have noted that the activities will begin at 9:00am, with the first pitch at 10:30 am. Lastly, Rick has recently spoken with VDOT regarding the Train Depot and has noted progress.

TOWN ATTORNEY’S REPORT

Town Attorney, Jason Spitler, informed Council that the only business he has for the evening will need to be held in Executive Session.

TOWN AFFILIATED BOARDS AND COMMISSIONS

Luray Downtown Initiative

Catherine Stewart, Luray Downtown Initiative, updated Council on recent CDBG activities. Phase I Façade Improvement Participants have been required to submit 50% of their cost for construction to the Town as work begins on the downtown projects. Town Staff along with Catherine Stewart hope to see Phase II Project out to bid very soon. Regarding the bridge project; the pre-bid conference will be held Tuesday, April 15, 2008 at Town Hall at 11:00am with Doug Meredith, LMW PC, present. In regards to

the new signage, Catherine and Bryan will be taking a field visit to Graphic Services in Manassas, Virginia on Tuesday, April 15, 2008. The signage should be complete in 2-3 weeks and ready for construction/display to begin. Other activities for LDI include upcoming work on the Festival of Spring to be held on May 10, 2008.

DEPARTMENTAL REPORTS

POLICE- PUBLIC SAFETY AND EMERGENCY SERVICES COORDINATOR'S REPORT

Chief Campbell reviewed his monthly departmental report and noted 315 total calls for service for the month and 786 total calls for service year to date. Councilman Racer raised questions regarding an increase in traffic violations and Chief Campbell resolved these concerns.

PARKS AND RECREATION

Pat O'Brien, Director of Parks and Recreation, could not be present. Town Manager, Rick Black, reviewed the upcoming events for the Parks and Recreation Department. The Youth Trout Fishing Day is scheduled for May 3, 2008. Mr. O'Brien is also working on the upcoming Festival of Spring, planning for the 4th of July Celebration, scheduling the Ruffner Plaza Concerts, and continued work on the Triathlon.

PUBLIC WORKS DEPARTMENT

Public Works Director, Lynn Mathews reported that all of the monthly water samples checked out OK. The department has responded to five sewer calls and repaired two water leaks. Upcoming projects for his department will include trimming roadsides, mowing, drainage issues, and street sign repairs. Special projects this month include junk and brush collection. Director Lynn Mathews also noted the retirement of Mr. Jim Atkins; his last day is scheduled for April 30, 2008.

WASTEWATER TREATMENT DEPARTMENT

Mr. Charlie Hoke, Director of Utilities, noted full compliance for the month. Also, he reported updates on the Water Filtration Plant and Wastewater Treatment Plant upgrades. Mr. Hoke noted that PHRA had held a pre-bid conference that was well received in attendance. The Water Treatment Plant bids have come in under budget and are currently being evaluated by PHRA. Regarding the Wastewater Treatment Plant Upgrades, Mr. Hoke reported on the progress from Reid Engineering. Overall, Mr. Hoke reported only good news on both of the projects.

TOWN PLANNER'S REPORT

Town Planner, Ligon Webb, noted that the Town has received the first business plan that must conform to the revised landscaping ordinance. Mr. Webb and Councilman Racer reported on their recent visit to the Town of Bridgewater. They observed the in house recycling program and Mr. Webb is working on putting together some figures regarding such a program for the Town of Luray.

OLD BUSINESS

Assistant Town Manager, Bryan Chrisman, reported on the bids for the Water Treatment Plant and Ground Water Storage Tank. A complete bidder's list was included in the Council Packet. Mr. Chrisman also updated Council on Phase IV of the Greenway, noting that HM Pettit has begun ordering and storing materials to move forward on the project.

NEW BUSINESS

Town Manager, Rick Black, informed Council of a proposed change to the Personnel Policy. This update is necessary to bring “comp time” policies into compliance with the Federal Fair Labor Standards Act.

Motion: Councilman Presgraves motioned to approve the Personnel Policy (Comp Time) revision as presented; motion seconded by Councilman Arrington with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

Mr. Black advised Council of the Proclamation for Disability Awareness Week. **Motion:** Councilman Racer motioned to approve the Proclamation of Disability Awareness Week; motion seconded by Councilman Presgraves with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

Mr. Black also advised Council of the NSVRC Joint Water Planning Resolution. **Motion:** Councilman Menefee motioned to approve the NSVRC: Joint Water Planning Resolution as presented; motion seconded by Councilman Racer with the vote as follows: YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, Racer. **Approved 5-0**

Other items of discussion from Mr. Black included a reminder about the Earth Day reception to be held at the Ruffner Plaza. Also, there will be a retirement reception for Jim Atkins to be held at Town Hall on April 30, 2008. Regarding the FY2009 Budget, Mr. Black and Council agreed to input both a Revenue and Expenditure line item for Recycling.

EXECUTIVE SESSION

Disposition of Publicly Held Property, Section 2.2-3711.A

Mayor Dean requested a motion to adjourn into Executive Session for the purpose of discussing the disposition of Public Property, Section 2.2-3711.A. Councilman Racer motioned to recess the regular session and to convene in executive session; Councilman Presgraves seconded the motion with the following members voting YEA: Council Members Arrington, Menefee, Lancaster, Presgraves, and Racer. **Approved 5-0**

After reopening the work session, Council agreed that only public property was discussed during the Executive Session.

ADJOURN

There being no further business, Mayor Dean adjourned the regular session of the Town Council at approximately 8:30 pm.

Mayor Ralph H. Dean

Danielle P. Babb
Deputy Clerk-Treasurer