

**MINUTES OF A TOWN COUNCIL
WORK SESSION
TOWN OF LURAY, VIRGINIA
Tuesday, September 24, 2019
5:30pm**

The Luray Town Council met in a Work Session Meeting on Tuesday, September 24, 2019 at 5:30 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were the following present:

Presiding: Mayor Presgraves

Council Present: Ron Vickers
Jerry Schiro
Leroy Lancaster
Leah Pence

Council Absent: Ron Vickers
Jerry Dofflemyer

Others Present: Steven Burke, Town Manager
Bryan Chrisman, Assistant Town Manager
Chief Carl "Bow Cook, LPD
Mary Broyles, Treasurer
Danielle Babb, Deputy Clerk Treasurer
Bill Dudley, Bill Dudley and Associates
PCHS Government Students

Mayor Presgraves led members in the United States Pledge of Allegiance.

Motion: Councilman Vickers motioned to add agenda item 4D- Itinerant Vendor Discussion to the meeting agenda. Motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Schiro, Lancaster, Pence. **Approved 4-0**

UPDATES & DISCUSSION ITEMS

PERSONNEL POLICIES MANUAL & JOB DESCRIPTIONS UPDATE DRAFT

Town Manager, Steve Burke, presented revisions to the Town Personnel Policy. Mr. Burke highlighted areas of revision including; exempt employee, no smoking policy, and employee drug testing. Mr. Burke also provided a copy of the revised job descriptions along with the comparison of salary ranges requested by Town Council. The salary results from the Springsted Study provided for a min, mid, max salary range. The proposed version suggests a minimum and maximum salary, and is in keeping with actual

salaries. Councilwoman Pence felt it would be helpful to see the employee actuals compared to the salary ranges. Councilman Schiro complimented Town Staff for their work on the policy revisions and job descriptions. Mayor Presgraves verified that these topics would be action items on the October agenda.

DRAFT CODE AMENDMENT- CHAPTER 98- PARKS AND RECREATION FACILITIES

Mr. Steve Burke requested Council review the draft code amendments for Chapter 98 regarding Parks & Recreation Facilities. The amendments are intended to address all parks facilities and not just waterways. The current code addresses issues at Lake Arrowhead, whereas the proposed amendment would include all park facilities and assist with enforcement issues. Councilwoman Pence would like to suggest section 98-37 regarding music be revised for the exception of special events.

CODE AMENDMENT-RESIDENTIAL USE IN B1 DISTRICT

Mr. Burke discussed the amendment to Town Code Section 406 of Article IV to allow Single-Family Dwellings in the Business B1 District be excluded from the Special Use Permit requirement if the property changes back to residential. This item will be included for action at the October meeting.

ITINERANT VENDOR DISCUSSION

Councilman Lancaster discussed concerns about itinerant vendors obtaining proper licensing. Specifically food trucks that may not have obtained a town license. Councilman Lancaster suggested some form of a sticker could be placed on the mobile unit, comparable to what the health department uses to illustrate inspections. Staff discussed the yearly itinerant merchant rates versus the event daily rate. A list of businesses currently holding these licenses was provided for Council's information. The Town's Special Event application was also discussed and how it could be used to obtain information about possible licenses needed.

HOMELESS/ LOITERING ENFORCEMENT

Chief Cook gave a report on the homeless shelter and loitering. Chief Cook said that he wanted to provide clarification on loitering enforcement efforts. He stated that his department will begin strictly enforcing the loitering statute. The department has received numerous complaints of persons sleeping in front of businesses, in cars, and parking lots. These loitering complaints are not limited to homeless persons. Chief cook explained that the local shelter provides services to the homeless during the hours of 10am-3pm but is not approved at this time for overnight housing. Despite this, loitering will not be permitted around the shelter or at other locations throughout town.

-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 Vickers seconded the motion with the following members voting YEA: Council Members Vickers, Schiro, Lancaster, Pence. 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 Lancaster seconded the motion with the following members voting YEA: Mayor Presgraves, Council Members Vickers, Schiro, Lancaster, Pence.

Announcements and Adjourn

With no further business, Mayor Presgraves adjourned meeting of the Luray Town Council at approximately 6:34 p.m.

Mayor, Barry Presgraves

Deputy Clerk, Danielle Babb