

**MINUTES OF A TOWN COUNCIL
WORK SESSION MEETING
TOWN OF LURAY, VIRGINIA
Tuesday, February 26, 2019
5:30pm**

The Luray Town Council met in a Work Session Meeting on Tuesday, February 26, 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 Dofflemyer
Jerry Schiro
Leroy Lancaster
Joseph Sours
Leah Pence

Others Present: Steven Burke, Town Manager
Bryan Chrisman, Assistant Town Manager
Chief C.S. "Bow" Cook
Danielle Babb, Deputy Clerk Treasurer

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

UPDATES & DISCUSSION ITEMS

Planning and Zoning Annual Report

Town Manager, Steve Burke, said that the Planning Commission is required to present an annual report. The report will be an action item on Council's March Agenda. A copy of the report was provided for all council members.

Donation Request- Town of Stanley

Mr. Burke advised Council members that the Parks and Recreation Department has two bounce houses. Currently the department is only using the newer of the two. The Town of Stanley has requested to borrow the older one for its Spring Festival event. Mr. Burke asked Council to consider donating the older bounce house to the Town of Stanley, with the condition that the Town could use it if needed. Council will need to make the donation a formal action at the March regular meeting.

SUP- Laurance Hotel

Town Manager, Steve Burke, stated that the Council is requested to discuss a request from the Hotel Laurance to install four flags on the north face of the building that would extend into the right-of-way

over the sidewalk on West Main Street. The Planning Commission has recommended the approval with the condition that insurance is maintained and the flags are kept in good condition. The Special Use Permit will be an action item on the March Agenda. Mr. Burke also noted the commission's discussion of a bracket attachment that would be through the entire brick due to the age of the structure. Councilwoman Pence noted that she would recuse herself from the conversation on this matter due to a conflict of interest.

Code Amendment Section 70-6 Littering Prohibited

Mr. Burke requested Council discuss littering problems at the Town's parks. He explained that there has been dumping of multiple bags of household trash in the park garbage cans. An amendment to Section 70-6 would allow for police department enforcement for off premises dumping. Staff is requesting that the Council consider action on this at the March 11th meeting.

FY 19-20 Budget Overview

Town Manager, Steve Burke, presented an overview of the FY 2019-2020 Budget. He discussed outside agency requests for contributions. Some requests remain the same, while there are some new requests. Mr. Burke noted that the Town cannot fund all of these and the Council will need discuss their intentions. Mr. Burke noted that staff will also be presenting updated job descriptions and pay scales for all departments. Personnel considerations in the budget will include a formal pay scale, additional parks part-time staff, an officer for drug enforcement, and licensure and certification recognition. Council members recalled previous discussion on the licensure and certification pay recognition. Council felt that this may have been passed previously under Town Manager Hoke. Mr. Burke noted that there were many capital improvements and that staff will work on developing a multiyear plan along with financing options. Councilman Vickers questioned the needed sewer system I & I analysis. Mr. Burke explained that there is a great deal of infiltration into the town's sewer lines resulting in capacity level treatment at the plant. Councilman Lancaster discussed the need for smoke testing the sewer lines and mandating correction of problem areas. Council also discussed the street light upgrades and Mr. Chrisman clarified that this is only wiring upgrades and not aesthetic improvements. Councilwoman Pence would like for Council members to consider major downtown improvements. Mayor Presgraves inquired about the anticipated receipt of a balanced draft. Mr. Burke stated that the balanced draft must be presented to Council by April 1st, but he plans to work towards having it at the March meeting. Councilman Vickers noted that it is going to be difficult to prioritize the capital improvement needed as they all seem to have value. Councilman Schiro inquired how the current budget is performing at mid-year. Mr. Burke stated that there seems to be no major issues and the budget is on track. Councilman Dofflemyer questioned if there will be the standard 1% water and sewer increase. Mr. Burke said this will definitely be a consideration for Council. Council members discussed the sewer system improvement plans. Mr. Burke advised members that the USDA sewer loan did not move forward and the Council will need to discuss other funding options.

- Recess- Mayor Presgraves provided a short recess prior to the request for Executive Session.

EXECUTIVE SESSION

Real Property, Section 2.2-3711.A.3

Actual or Probable Litigation, Section 2.2-3711.A.7

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 publically held real property, specifically 36 West Main Street and Section 2.2-3711.A.7 regarding probable litigation of a sewer claim.

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, Dofflemyer, Schiro, Lancaster, Sours, Pence. Approved 6-0

Motion: Councilman Schiro motioned to adjourn the closed session and to reconvene in open session; Councilman Vickers seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Pence. Approved 6-0

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 and 2.2-3711.A.7 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, Sours, Pence.

Announcements and Adjourn

Mayor Presgraves reminded everyone of the meeting tomorrow evening regarding the Comprehensive Plan to be held at the Mimslyn. With no further business, Mayor Presgraves adjourned the Special Meeting of the Luray Town Council at approximately 6:50 p.m.

Mayor, Barry Presgraves

Deputy Clerk, Danielle Babb