

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

**TUESDAY, November 13, 2018**

The Luray Town Council met in regular session on Tuesday, November 13, 2018, 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 Schiro

Leroy Lancaster

Joseph Sours

Leah Pence (*present after roll call*)

**Council Absent:** Jerry Dofflemyer

**Also Present:**

Steve Burke, Town Manager

Bryan Chrisman, Assistant Town Manager

Jordan Bowman, Litten & Sipe

Mary Broyles, Clerk-Treasurer

Danielle Babb, Deputy Clerk-Treasurer

Meredith Dees, Luray Downtown Initiative- Director

Lowell Baughan, Page County Railroad Club

Liz Lewis, Page County Economic Development/ Tourism Coordinator

Nathan Miller, Page County Attorney

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 Schiro led everyone in the United States Pledge of Allegiance.

**CONSENT AGENDA**

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

***Consent Agenda***

(A) Minutes of the Regular Council Meeting – 10-9-18

(B) Accounts Payable checks totaling- \$ 510,217.94

## **CITIZEN COMMENT**

### **Margaret Stevenson- Hawksbill Greenway Foundation**

Ms. Stevenson informed Council members that Luray's Hawksbill Greenway has been highlighted in the *Community Connections Innovations Handbook* published by the Federal Highways Administration. She noted that the Hawksbill Greenway is the only trail of its kind to be published in the book. Ms. Stevenson provided each Council member with a copy of the article. Lastly, Ms. Stevenson requested to attend the next Council Work Session to discuss the status of the Greenway extension.

## **PRESENTATIONS**

### **Page County Railroad Club- Display Request**

Mr. Lowell Baughan presented on behalf of the Page County Rail Historical Society. Mr. Baughan requested that the society act as curators for the Depot museum in order to populate the exhibit cases with their many artifacts. Mr. Baughan also requested that the Town Council appoint an ex-officio member to their board. Town Manager, Steve Burke, noted that Council has already adopted a plan for exhibit guidelines. Staff will work with the group to accomplish their goals of populating the displays and rotating the exhibits. Staff will coordinate this and no formal action was needed from Council.

## **PUBLIC HEARINGS**

### **Zoning Fines & Variances for Disabled**

Town Manager, Steve Burke, presented the public hearing for legislative updates regarding variances for reasonable modification for persons with disabilities and to provide additional fines for continued Zoning violations. The amendments would be to Sections 705.2 and Section 706.2 of Article VII of Appendix A of the Town Code.

Mayor Presgraves opened the public hearing for citizen comment. With no comments from the public, the hearing was then closed.

**Motion:** Councilman Vickers moved that the Town Council adopt the proposed Code Amendments to Town Code Section 705.2 and 706.2 of Article VII of Appendix A. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Schiro, Lancaster, Sours. **Approved 4-0**

## **DEPARTMENTS, TOWN BOARDS AND COMMISSIONS**

### **Luray Downtown Initiative**

Ms. Dees advised Council members that the Downtown Halloween Event was a huge success and between 500-600 children participated. Ms. Dees reminded everyone of *Small Business Saturday* which is a National initiative sponsored by American Express. The event will showcase small businesses in Luray

and encourage the public to shop locally. LDI will host a welcome table for the event at Appalachian Outdoor Adventures, giveaways will be sponsored by Blue Ridge Bank. Ms. Dees added that the “*Shop Late Open Until 8:00*” event will be held on Friday December 14<sup>th</sup> for downtown shops and restaurants. Other upcoming events include the Tree Lighting Ceremony at Performing Arts Luray on November 30<sup>th</sup> and Council is invited to attend.

### **West Main Street Bridge Project Update**

Assistant Town Manager, Bryan Chrisman, provided members with an update on the bridge project. He noted that minutes from the October 18<sup>th</sup> progress meeting have been included in council’s packet. Due to the condition of rock found on the western abutment, Orders Construction, is requesting to switch the design from using pre-drilled H-Piles to micro piles. The design switch will result in a much shorter installation window, which is needed since the project is slightly behind schedule. Orders is nearly complete with the Sanitary Sewer relocation on the eastern side of the project. Mr. Chrisman explained the complexity of the install due to the depth of the existing line. Mr. Chrisman added that with winter weather forthcoming that Council must remember that contract timelines cannot be enforced. Orders Construction has committed to working through the winter months and has brought on a second work crew in order to simultaneously work on the eastern and western sides. Mr. Chrisman said that the overall timeline for the project will likely not change, with completion around April 2019. Lastly, Mr. Chrisman added that the Bridge Website has undergone some changes and the revised version can be found by the link on the Town’s website.

### **ACTION & DISCUSSION ITEMS**

#### **Revolving Loan Application**

Town Manager, Steve Burke, informed Council members that the Town has receive an application for the Revolving Loan fund. The loan request is from Ryanne Hodson and John Dedman Jr. for loan funds of \$50,000 to renovate 20 West Main Street. The renovations will include a ground floor work space area, first floor offices, and a top floor apartment. The multi-use property is owned by the applicants and offered as security for the loan. The loan application has been reviewed by the loan committee and endorsed by LDI. Mr. Burke stated that the amount of the request is historically more than has been considered; however, a maximum loan amount has not been established by Council. Council members inquired about the level of funding available for revolving loans. Town Staff said that currently the Town has approximately \$73,000 in restricted funding for loan availability. This would leave just over \$20,000 available for other applications. Councilman Schiro inquired about the term of the loan. Mr. Burke said that historically they are five year terms.

**Motion:** Councilman Schiro motion that the Town Council approve the loan request in the amount of \$50,000 to Ryanne Hodson and John Dedman Jr. for improvements to 20 West Main Street and further move to direct staff to develop all necessary loan documentation to proceed to closing. Motion seconded by Councilman Lancaster with the vote as follows: YEA: Council Members Vickers, Schiro, Lancaster, Sours, Pence. **Approved 5-0**

### **Concession Fee Reimbursement**

Town Manager, Steve Burke, presented a request for reimbursement of \$1,900 from Sharon and Charlie Peer who operated the concession facilities at R.H. Dean Park. The Peer's operated the stand this year through the concession franchise agreement at an annual fee of \$3,800. The Peers have noted previous closure of the stand, inclement weather, frequent cancellation, and rescheduling factors that have contributed to the lack of sales. The Peer's have also noted that if not a reimbursement; a credit to the 2019 season payment would also be acceptable. Councilman Schiro favored the credit to next year's season over reimbursement. Councilwoman Pence expressed concerns about other parties that bid on the franchise agreement and noted that outdoor events come with associated risk.

**Motion:** Councilman Vickers moved that the Town Council approve the credit of \$1,900 of the concession franchise fee to the second year (2019 season) due to significant rainfall experienced. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Schiro, Lancaster, Sours. NAY: Pence. **Approved 4-1**

### **OLD BUSINESS**

#### **Code Amendment Special Event Permit & Assembly**

Mr. Burke noted the updated code provisions for Special Events and Assemblies. If Council is comfortable with the final version, staff will advertise for a public hearing for the December Council meeting.

### **ANNOUNCEMENTS**

Mayor Presgraves stated that the Town has received an invitation to participate in the Stanley Christmas Parade on Saturday, December 1<sup>st</sup>. Also, Mayor Presgraves reminded Council and Staff of the Town Christmas Dinner at the Mimslyn Inn on December 7<sup>th</sup>.

***-Recess-***

### **EXECUTIVE SESSION**

#### **Prospective Business, Section 2.2-3711.A.5**

Mayor Presgraves requested a motion to adjourn into Executive Session for the purpose of discussing matters relevant to Section 2.2-3711.A.5 regarding prospective business or industry.

**Motion:** Councilman Schiro motioned to recess the regular meeting and to convene in executive session; Councilman Lancaster seconded the motion with the following members voting YEA: Council Members Vickers, Schiro, Lancaster, Sours, Pence. **Approved 5-0**

**Motion:** Councilman Schiro motioned to adjourn the closed session and to reconvene in open session; Councilman Lancaster seconded the motion with the following members voting YEA: Council Members Vickers, Schiro, Lancaster, Sours, Pence. Approved 5-0

Mayor Presgraves asked members of Council to certify that to the best of their knowledge only matters covered under Section 2.2-3711.A.5 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, Sours, Pence.

**ADJOURN**

With no further business, the meeting was adjourned at 8:26 pm.

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Barry Presgraves  
Mayor

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Danielle Babb  
Deputy Clerk-Treasurer