

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

**Monday, May 10, 2021**

The Luray Town Council met in regular session on Monday, May 10, 2021, 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 Jerry Dofflemyer

**Council Present:**

Ron Vickers  
Stephanie Lillard  
Jerry Schiro  
Jason Pettit  
Joseph Sours  
Ligon Webb

**Also Present:**

Steve Burke, Town Manager  
Bryan Chrisman, Assistant Town Manager  
Mary Broyles, Clerk Treasurer  
Danielle Babb, Deputy Clerk Treasurer  
Chief Bow Cook, Luray Police Department  
Jason Botkins, Litten & Sipe  
Bill Huffman, Luray Downtown Initiative  
Jackie Elliott, Luray Downtown Initiative  
Walt Surratt, Luray Living Legacy  
Mike Nestor, 14 Springview Blvd.  
Durwood Frye, 32 Hilltop Lane  
Rev. Audre King, West Luray Recreation Center

*(This meeting was made public via the Town's Facebook page. Public comments were accepted prior to the meeting via e-mail to [sburke@townofluray.com](mailto:sburke@townofluray.com)).*

A quorum being present, Mayor Dofflemyer declared the Council to be in session for the transaction of business. All present stood for a moment of silence. Mayor Dofflemyer requested that all members keep Detective Ron McClelland in prayer. Councilman Vickers led everyone in the United States Pledge of Allegiance. The roll was then called with all Council members present.

**ADDITIONS OR DELETIONS FROM THE AGENDA**

Councilman Sours requested to add a request for one 15-minute parking space at 20 West Main Street to the agenda.

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

## CONTINUITY OF GOVERNMENT ANNOUNCEMENT

Mayor Dofflemeyer read aloud the *Ordinance for the Continuity in the Government of Luray*.

## CONSENT AGENDA

**Motion:** Councilman Vickers motioned to approve the Consent Agenda as presented, motion seconded by Councilwoman Lillard with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### *Consent Agenda*

(A) Minutes of the Regular Council Meeting –4-12-2021

(B) Minutes of the Work Session- 4-27-2021

(C) Financial Statements ending 4-30-2021

(D) Accounts Payable checks totaling- \$ 238,208.76

## GENERAL CITIZEN COMMENTS

### *Durwood Frye, 32 Hilltop Lane*

Mr. Frye spoke on behalf of members of the St. John Baptist Church regarding the crosswalk. Mr. Frye explained that he did not understand why the crosswalk was moved approximately 100 feet away from the church entrance. Mr. Frye requested to reinstate the original location across from the church.

After discussion between Chief Cook and Assistant Manager Chrisman, it was decided that a temporary crosswalk sign could be implemented on Sundays to assist with Mr. Frye's request. Mr. Chrisman explained that the crosswalk location was originally moved due a variety of issues, including; ADA compliance, site distance and speed limit factors.

### *Rev. Audre King- West Luray Recreation Center*

Rev. Audre King spoke on behalf of the community regarding the new crosswalk location. He added that most of the community are thankful for the new crosswalk location. He felt the new site brings awareness to slow down before reaching the top of the hill, thus improving overall safety. He hopes the community and Town can come to a reasonable solution for all.

### *Mike Nestor- 14 Springview Blvd.*

Mr. Mike Nestor expressed concern for recent legislation that removed protection from law enforcement officers. He inquired about how this may affect the Town's police insurability and recruiting abilities. Mr. Nestor also inquired about paving Atkins Drive.

Councilman Schiro noted that Atkins Drive does not conform to VDOT standards and therefore would not be subject to VDOT funds for paving and continued maintenance. Assistant Town Manager, Bryan Chrisman, said that some work could be done to make moderate improvements but would not include paving. He said that chip and tar may be a possibility.

## **PRESENTATIONS**

### **Living Legacy- West Luray Recreation Center**

#### *Walt Surratt- Luray Living Legacy*

Mr. Walt Surratt, Luray Living Legacy, discussed plans for the future development behind the West Luray Recreation Center. Plans are to develop a community park on the parcels behind 630 West Main Street, also known as the old Andrew Jackson School. Living Legacy, a non-profit organization, would purchase several parcels needed to make up the proposed park area. Mr. Surratt detailed a map and the necessary parcels with current ownership. Mr. Surratt noted that parcel "47A" is owned by the Town. Plans for the park include a community picnic shelter, playground, basketball courts, and green space. So far the committee has met with Virginia Tech's Community Design Assistance Center to develop a concept plan and raised \$22,000 to date through private donations.

Councilman Schiro recalled that the lot owned by the Town was acquired during a right of way issue and likely will need to be preserved. Town staff will need to look into this further. Councilman Webb asked Mr. Surratt if a proposed budget had been formulated and said it is possible that American Rescue Funds could be utilized toward this effort. Councilman Vickers inquired about plans for maintenance once the park is developed. Mr. Surratt said the Town would not be encumbered by maintenance of the park and it would be privately cared for.

### **Luray Downtown Initiative**

Program Director, Jackie Elliott, noted three additional ribbon cutting events that will take place. LDI is working on a summer scavenger hunt for downtown. Both Ms. Elliott and Mr. Huffman have been attending various meetings and the Director's Retreat next week will be held virtually. Councilman Webb inquired about several new businesses and properties that were sold. Ms. Elliott said that Ollie Cats plans to open within the next month at the old McKim and Huffman location and has applied for a façade grant. She noted that the former Artisan's building has been sold and the new owners intend to open an upscale full dining restaurant and bar in 2022.

## **PUBLIC HEARINGS**

### **FY 2021-2022 Town Budget**

Mayor Dofflemyer presented the Public Hearing to receive citizen input on the Town's FY 2021-2022 Budget. The total proposed budget for FY 2021-2022 is \$11,331,529 comprised of \$6,604,046 for General Fund, \$400,000 for the Community Development Block Grant for Luray Meadows Apartments, \$1,654,721 for Water Fund, and \$2,672,762 for Sewer Fund. The Budget does not reflect any of the American Recovery Plan funding anticipated to be awarded to Town in August 2021. Mayor Dofflemyer opened the public hearing for citizen comments. There were no remarks from the public.

Councilman Schiro inquired about implementing funds from the American Rescue Plan. Town Attorney, Jason Botkins, advised against including the funds whereas the amount of funding is currently an estimation. In addition, Mr. Botkins said that preliminary guidance for the funding was only released this afternoon. However, he countered that if there is a reasonable amount of expected funds then those could be included.

The public hearing was closed and Mayor Dofflemyer stated that action by Council would take place at the June meeting.

## **FY 2020-2021 Budget Amendment**

Mayor Dofflemyer presented the Public Hearing to receive citizen input and to consider the amendment to the FY 2020-2021 Budget to incorporate the funding from the CARES Act at an amount not to exceed \$873,000. Federal funding was provided to localities to offset expense incurred due to the Covid-19 public health emergency. Mayor Dofflemyer opened the hearing for citizen comment, no citizens spoke at the meeting.

**Motion:** Councilman Vickers motioned to approve the FY2020-2021 Budget Amendment in an amount not to exceed \$873,000 associated with the CARES Act Funding to address COVID-19 costs and impact in 2020. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

## **ACTION & DISCUSSION ITEMS**

### **Bid Award- WWTP Influent Screening Installation**

Town Manager, Steve Burke, requested the Council consider award of the construction contract to install influent screening equipment at the Wastewater Plant to WGK Construction, LLC in an amount not to exceed \$116,725. The contractor submitted a bid of \$101,500 with a 15% contingency added for unforeseen issues. Funding from Blue Ridge Bank has been approved in the FY 2022 Budget for improvements at the plant. The screening equipment was purchased from Aqualitec and will be installed to trap and remove larger items from the influent received. Councilman Webb questioned the proposed 30 year term on the loan. Mr. Burke noted that the original lending negotiation was for several improvements including the proposed septage receiving station upgrades which have since been removed. Mr. Burke said the Town can certainly inquire about a shorter term.

**Motion:** Councilman Vickers approved the award for the contract for Wastewater Treatment Plant Influent Screening Installation to WGK Construction, LLC in an amount not to exceed \$116,725. Motion seconded by Councilman Pettit with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **Police Department- Patrol Officer Salary & Take Home Vehicle**

Mr. Burke requested the Council consider increasing the base salary of Patrol Officers from \$36,000 to \$42,000. The salary adjustment is necessary for the Town to remain competitive in attracting new Police Officers. Town Council is also requested to approve allowing take home vehicles for officers. Councilman Schiro advocated an increase for all officers effective immediately. Councilman Schiro was in favor of amending the budget if needed to facilitate the increase. Councilman Pettit noted that increasing starting salaries only, would create a compression issue, which he was not in favor of. Mr. Pettit said he did not recall ironing out the rest of the salaries at the last work session. Councilman Webb inquired about the procedures for take home vehicles and how many additional cruisers would be need to do so. Chief Cook said about three additional cars are needed and one is currently budgeted.

**Motion:** Councilman Vickers moved to approve increasing the base salary of Police Department Patrol officers from \$36,000 to \$42,000 and all other officers' salary by \$5,000, and increase the full-time, part-time officers by \$1.00 per hour, and implement a take home vehicle policy. Motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **Town Cell Phone Purchase- Tom Brown**

The Council is requested to consider approving the purchase of the Town cell phone and transfer of phone number to Tom Brown upon his retirement from the Town on May 30<sup>th</sup>.

**Motion:** Councilman Webb moved that the Town Council approve the transfer of the Town cell phone to Tom Brown at no cost and transfer the phone number for his personal use upon his retirement from the Town. Motion seconded by Councilwoman Lillard with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **FY2021-2022 Real Estate Tax Rate Equalization**

The Town Council is requested to adopt a tax rate for the Town's Real Estate Tax of \$0.267 per \$100 of real estate valuation. In accordance with Virginia Code 58.1-3321 (a), the proposed rate will generate not more than 101 percent of revenue from the Town's previous rate of \$0.29 per \$100 when applied to the 2021 reassessed property values from Page County. Mr. Burke said that staff would ask Council to consider a potential mid-year increase to the tax. Councilman Schiro inquired about obtaining the reassessments earlier from the County in order to meet advertising deadlines.

**Motion:** Councilman Schiro moved that the Town Council adopt a Real Estate Tax Rate of \$0.267 per \$100 of real estate valuation for Fiscal Year 2021-2022. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **Personal Property Tax Relief**

Town Manager, Steve Burke, presented the Resolution establishing criteria for qualifying personal use vehicles in conformance with the Personal Property Tax Relief Act.

**Motion:** Councilman Schiro moved to adopt the Resolution establishing the criteria for tax relief for qualifying personal use vehicles in conformance with the Personal Property Tax Relief Act for the tax year 2021 as presented. Motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **Forest Hills Block Party**

Mr. Burke advised Council members of a request to consider waiver of the insurance requirement, road closure fee, and clean-up fee deposit for a Block Party requested by the residents of Forest Hills. A special event permit has been submitted for a Block Party to be conducted on Sunday May 30<sup>th</sup> from 3pm-9pm on a portion of Heritage Drive. The street would be closed during the event. Town Attorney, Jason Botkins, suggested that if the fees are waived, Town Council should consider amending the ordinance for future instances.

**Motion:** Councilman Webb moved that the Town Council waive the required insurance requirement, road closure fee, and clean-up fee deposit for the May 30<sup>th</sup> Block Party evening in the Forest Hills Subdivision. Motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **15 Minute Parking Request- 20 West Main Street**

The Council received a request from Jay Dedman to install a 15-minute parking space at their business on 20 West Main Street. Staff have investigated the available street parking frontage and believe the request can be accommodated.

**Motion:** Councilman Vickers moved to approve the request for a 15-minute parking space near 20 West Main Street. Motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **TOWN ATTORNEY**

Mr. Botkins said he had nothing further this evening.

### **MAYOR'S ANNOUNCEMENTS**

Mayor Dofflemyer reminded to contact Treasurer Mary Broyles if members would like a ticket for the Annual Chamber Banquet. He also reminded of the plant tours next Tuesday, May 18<sup>th</sup>. Mayor Dofflemyer said that he received a nice thank you from the Stanley Fire Department for allowing the fishing tournament.

### **ADJOURN**

With no further business, the meeting was adjourned at 8:30pm.

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Jerry Dofflemyer  
Mayor

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Danielle Babb  
Deputy Clerk-Treasurer