

**MINUTES OF A TOWN COUNCIL WORK SESSION**  
**TOWN OF LURAY, VIRGINIA**  
**Tuesday, June 28, 2016**

The Luray Town Council met in a work session on Tuesday, June 28, 2016 at 5:30 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: Ron Vickers  
Jerry Dofflemyer  
Jerry Schiro  
Leroy Lancaster  
Joey Sours  
John Meaney

Also Present:

Charlie Hoke, Town Manager  
Bryan Chrisman, Assistant Town Manager  
Mary Broyles, Treasurer  
Danielle Babb, Deputy Clerk Treasurer  
Chris Slater, Page News and Courier

Mayor Presgraves led members in the United States Pledge of Allegiance. The roll was called with all members present.

**UPDATES AND DISCUSSION ITEMS**

**Ruffner Plaza Restrooms**

Mayor Presgraves led a discussion regarding restrooms on Ruffner Plaza. He stated that the town has approached the Page County Board of Supervisors twice to request monies from the TOT funds to construct these restrooms. Mayor Presgraves said that each time the county has allocated \$10,000 toward this project. Mayor Presgraves said that some funds are unexpended from the current budget and can be rolled over to the next fiscal year by means of resolution. Mayor Presgraves asked if other members were in agreement on the need for these facilities. He said that currently the town is utilizing portable restroom facilities for the Concerts on Main held at Ruffner Plaza.

Mayor Presgraves said that he doesn't feel these restrooms are adequate and that there are also no public restrooms for those visiting downtown. Treasurer, Mary Broyles, said that all of the invoices for the current fiscal year have not been received yet. The amount of any remaining funding for the current

fiscal year cannot be determined at this point. Mr. Hoke said that many downtown businesses do not offer public restrooms and that a facility at Ruffner Plaza could be very useful to the public. Councilman Sours suggested wayfinding signs to indicate the existing restroom facilities on the Greenway.

Mayor Presgraves suggested that the total budget for the project could come in under \$40,000. Assistant Town Manager, Bryan Chrisman, said that the existing restrooms were contracted for about \$35,000 each. He also suggested attempting to secure DCR Grant Funding. Councilman Schiro asked if the county funding was specifically earmarked for this project. Mr. Hoke said \$10,000 has been received so far but the additional \$10,000 has not been received yet by the town. Staff discussed if this amount was for the current fiscal year or the 16-17 fiscal year. Councilman Vickers suggested proceeding with the design phase. Mr. Hoke said that the town's accountant Mary Earhart has recommended that the unused budget funds be added to the county funding in the form of a resolution. Mr. Hoke maintained that he would like to put the design out for bid. Council members questioned how the bridge construction would affect this proposal. Councilman Sours asked if the construction would cause an accessibility issue for the restrooms. Councilman Dofflemyer expressed concern over vandalism. Councilman Lancaster suggested that the restrooms may not be completed before bridge construction begins.

Mr. Hoke asked Council to consider a dollar figure that can be allocated for this project before July 1<sup>st</sup>. He advised members that Accountant Mary Earhart has recommended a resolution for Council if they are so inclined to pass it. Councilman Schiro asked how much funding the resolution stated. Mr. Hoke said that he has used a figure of \$40,000, but that this is an estimate. Councilman Dofflemyer asked if the unused funds can still be utilized next year. Councilman Schiro said that they could be used by means of a budget amendment. Members agreed on the need for having plans drafted in order to have a better idea of cost.

Councilman Lancaster questioned the timing of building the restrooms with the beginning of the bridge project. Assistant Manager, Bryan Chrisman, said that the earliest the bridge construction will begin is late spring/early summer 2017. Councilman Lancaster said that the concerts would be over by the time they are built this year and would likely sit empty another year during the bridge construction. Mr. Chrisman said that Ruffner Plaza is scheduled to stay open during the bridge construction. Councilman Lancaster agreed with having plans drawn for the project but suggested holding off on construction until the bridge is complete. Council members continued to discuss the design of the proposed restrooms and the associated costs. Councilman Vickers suggested proceeding with the authorization for bids for the plans. Members questioned if a budget amendment or resolution was needed at this time. Mr. Hoke said nothing was needed. Treasurer, Mary Broyles, maintained that only \$10,000 has been received to date that can be allocated. Mayor Presgraves asked members of Council if they would like to take action on the proposal.

**Motion:** Councilman Vickers motioned to authorize the TOT funds from Page County be used for the bid process for the Ruffner Plaza Restroom design phase, motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

## **ACTION ITEMS**

### **2016-2017 Budget**

Town Manager, Charlie Hoke, said that the 2016-2017 Budget has been properly advertised and a public hearing was held on June 13<sup>th</sup>, 2016. The budget is now to be considered by council for action. There have been no changes to the draft budget.

**Motion:** Councilman Schiro motioned to approve the FY 2016-2017 Budget as presented, motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

## **ANNOUNCEMENTS**

Mayor Presgraves reminded everyone of the Employee Appreciation Picnic this Friday at noon. He asked that Council members be there at 10:00am to set-up. The Stanley Parade will be on Saturday, July 2<sup>nd</sup> and any members wishing to attend should contact the Mayor.

Councilman Lancaster requested to discuss the problem of citizens blowing grass into the streets. He said that it is very dangerous and he has even contacted the Police Chief regarding this. Mr. Hoke suggested that putting a notice in the water bills would be appropriate. Council members reminded that town employees should be mindful of this also. Councilman Lancaster also said that employees should be mindful of weed eating and passing traffic.

Councilman Dofflemyer asked if there is anything that can be done about the flooding in the tunnel area below Holtzman. Councilman Dofflemyer asked if there were any solutions, as the tunnel has been closed four or five times already this month due to heavy rain. Mr. Chrisman said that there is no easy solution and that drainage from neighboring properties is the main issue. Mr. Chrisman said that the town does not own the tunnel, as it is owned by the railroad. He noted that the town has attempted to contact the owner several times with no response. Members noted that there has been an unusual amount of rainfall this month.

Councilman Lancaster advised staff that the property adjacent to the Mimslyn has not been mowed. Mr. Hoke said that he has advised code enforcement to provide notice to the owner.

Councilman Sours mentioned a complaint from a citizen regarding a sinkhole in the roadway near Eugene Park. Members were uncertain if this was a public roadway.

## **EXECUTIVE SESSION**

### **Personnel, Section 2.2-3711.A.1**

Mayor Presgraves requested a motion to adjourn into Executive Session for the purpose of discussing matters relevant to Section 2.2-3711.A.1.

**Motion:** Councilman Sours motioned to recess the regular session and to convene in executive session; Councilman Lancaster seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

**Motion:** Councilman Vickers 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, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **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.1 were heard, discussed, or considered during the closed session.

**The roll was called with all members certifying “Yes”.**

### **Adjourn**

With no further business, Mayor Presgraves adjourned the work session of the Luray Town Council at approximately 7:23 p.m.

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Mayor, Barry Presgraves

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Deputy Clerk, Danielle Babb