

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, JANUARY 4, 2022
6:00 PM**

Mayor Diaz called the meeting to order at 6:00 pm and led the Pledge of Allegiance.

Mayor Diaz asked that we observe a moment of silence.

Roll was called with the following members present:

Mayor Diaz, Vice-Mayor Fravel, Councilman Bowers, Councilwoman Swygert-Smith, Councilwoman Stevens, remotely (quarantined)

Staff present: Mike Majher, Town Manager; Kelly Thatcher, Town Clerk; Steven Rickards, Town Treasurer; Dave Griffin, Town Attorney; William Copp, Police Chief

Guests: Mariah Smith, Adam & Ezekiel Wilfong, 446 Fromans Road, Winchester

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. There were none.

MINUTES - REGULAR MEETING OF DECEMBER 7, 2021

Vice-Mayor Fravel moved for approval of the minutes of the regular Town Council Meeting for December 7, 2021. The Motion carried with the following VOTE:

Bowers- Aye	L. Fravel-Aye
Stevens-Aye	
Swygert-Smith-Aye	

TREASURER'S REPORT - Report attached

Town Treasurer Steve Rickards reported that it had been a strong and healthy month with a strong net of \$54,000.00. He stated that the strong bank balance is reflective of the growth in town. Water bills went out before Christmas and payments have been coming in steadily.

POLICE REPORT - Report attached

Chief Copp stated that the Department was doing well after a very busy Christmas season. They are all focusing on staying healthy with the rise in COVID cases.

SCVFD REPORT- Report attached

Chief Vaught was absent. Councilor Bowers had been in contact with Chief Vaught, and he had informed him that the department was denied a \$600,000.00 grant. The Council had voted previously to allow the Fire Department to go ahead and get a loan for a new Engine. They are now requesting an increase in that amount to 1.196 million. It was suggested that the Company try to get some assistance from the county. Council also wanted to make sure that by approving this request there would be no Town obligation on this debt. After being assured that there would be no obligation from the Town, Councilwoman Swygert-Smith Motioned to approve this request. The Motion carried with the following Vote:

Bowers- Aye	L. Fravel-Aye
Stevens-Aye	
Swygert-Smith-Aye	

Councilman Bowers let Council know that the Fire & Rescue Company had selected their officers for 2022 and would like the approval of Council. Councilman Bowers made the Motion to approve the following officers:

Fire & EMS Officers

Chief- T. J. Vaught

Assistant Chief- Steven Ritter

Fire Officers

Deputy Chief- Lenny Peters

Captain- John W. Jones II

Lieutenant- Matt Caplan

Sergeant- Larry Mason

EMS Officers

Deputy Chief- John Udy

Captain- Vacant

Lieutenant- Nick Pollak

Sergeant- Sandy Sumption

Safety Officers

Lead Safety- Randy McAvoy

Assistant Safety- Vacant

Assistant Safety- Vacant

The Motion carried with the following VOTE:

Bowers- Aye

L. Fravel-Aye

Stevens-Aye

Swygert-Smith-Aye

ACTION AGENDA

1st & 2nd reading of Amendments to Chapter 23 clarifying non-exclusivity of penalties

Mayor Diaz asked the Clerk to do the first reading of the Amendment by title only. The Clerk read, "An Ordinance to Amend Section 23-4 of the Town's Zoning Ordinance to Revise the Penalties and Clarify that these Penalties are not an Exclusive Provision." Councilwoman Swygert-Smith made the Motion to adopt the first reading of the amendment. The Motion carried with the following VOTE:

Bowers- Aye

L. Fravel-Aye

Stevens-Aye

Swygert-Smith-Aye

Mayor Diaz asked the Clerk to do the second reading of the Amendment by Title only. The Clerk read " An Ordinance to Amend Section 23-4 of the Town's Zoning Ordinance to Revise the Penalties and Clarify that these Penalties are not an Exclusive Provision." Councilman Mowers made the Motion to adopt the second reading. The Motion carried with the following Vote:

Bowers- Aye

L. Fravel-Aye

Stevens-Aye

Swygert-Smith-Aye

Approval of draft ordinance to amend Chapter 23 providing terms for utility infrastructure in town

Mayor Diaz asked Council if they approved of the draft. Council approved and a Public Hearing was scheduled for February 1, 2022.

Approval of draft ordinance to amend Chapter 23 barring transfer of development rights in town

Mayor Diaz asked Council if they approved of the draft. Council approved and a Public Hearing was scheduled for February 1, 2022.

Franchise Agreement

Mayor Diaz asked the Clerk to read the Franchise Ordinance by total only. The Clerk read, "An Ordinance to Award a Franchise to Supply and Sell Wire Communications, Data, Video, Internet and Rebroadcast Television within the Town of Stephens City, Virginia." Vice -Mayor Fravel made the Motion to adopt the Ordinance and to award this to Shentel. The Motion carried with the following VOTE:

Bowers- Aye L. Fravel-Aye
Stevens-Aye
Swygert-Smith-Aye

Approval of Committees

Councilman Bowers made the Motion to keep the Committees as they stand pending the swearing in of the newly elected Council members. The Motion carried with the following Vote:

Bowers- Aye L. Fravel-Aye
Stevens-Aye
Swygert-Smith-Aye

Appointments of Town Officers

Councilman Bowers made the Motion to reappoint Mike Majher, Town Manager; Kelly Thatcher, Town Clerk; Steve Rickards, Town Treasurer; Dave Griffin, Town Lawyer and Bill Copp, Police Chief. The Motion carried with the following VOTE:

Bowers- Aye L. Fravel-Aye
Stevens-Aye
Swygert-Smith-Aye

COMMITTEE REPORTS

A. Finance Committee – Linden A. Fravel, Chair

No Meeting: No comments

B. Personnel Committee- Pete Fravel, Chair

No Meeting: No Comments

C. Public Safety Committee –Ron Bowers, Chair

No Meeting: No Comments

D. Public Works Committee –Mariah Smith, Chair

No Meeting: No Comments

E. Ordinance and Governments Committee- Regina Swygert-Smith, Chair

No Meeting: No Comments

F. Parks and Recreation Commission- Tina Stevens, Chair

No Meeting: No Comments

G. Planning Commission- Linden A. Fravel Jr. Chair

No Meeting: No Comments

H. Newtown Heritage Festival Committee

No Meeting: No Comments

APPROVAL OF COMMITTEE MINUTES AND REPORTS

Vice-Mayor Fravel made a Motion to approve the committee minutes. The minutes were approved with the following VOTE:

Bowers- Aye L. Fravel-Aye
Stevens-Aye
Swygert-Smith-Aye

TOWN MANAGERS REPORT

Town Manager Mike Majher reported:

1. The year ended with a total of 78 zoning permits.
2. The winner of the House decorating contest were the residents at 5096 Laura Drive. Congratulations!
3. Public works will be picking up trees the next two Mondays.
4. If you haven't paid them yet, taxes are due.
5. Water bills went out and will be due in February.
6. There will be a Public Transportation meeting held here, no date or time have been set yet.
7. We passed the environmental study for the old school. The report was 318 pages long.

COUNCIL COMMENTS/CALENDAR

Mayor Diaz asked if there were any comments from Council. Councilwoman Swygert-Smith stated that she would really like to see the Town invest in new Christmas decorations for Main Street. All of Council agrees and would like to look at different options and ways to fund this.

There being no further business, Vice-Mayor Fravel made a motion to adjourn at 6:41 pm and the motion carried unanimously.

Michael A. Diaz, Mayor

Kelly Thatcher, Town Clerk