

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, April 3, 2018
7:00 PM**

Mayor Grim called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Vice Mayor Bowers offered the invocation.

Roll was called with the following members present:

Mayor Mike Grim, Vice Mayor Ronald Bowers, Councilman Joseph Hollis, Councilman Jason Nauman, Councilwoman Regina Swygert- Smith, Councilwoman Kelly Thatcher

Absent: Councilman Linden A. Fravel Jr.

Staff present: J. David Griffin, Town Attorney; Michael Majher, Town Manager; Charles Bockey Jr., Chief of Police; Steve Rickards, Town Treasurer; Michele Stone, Town Clerk

Absent: None

Guests: Melissa Topey Northern Virginia Daily; Joanne Slaton and Wendy Sokol of Jesus Christ Deliverance Worship Center; Mr. and Mrs. Darrin McKenzie of Shenandoah Valley Baptist Church Stephens City VA; Connie Sales of Shenandoah Valley Baptist Church Stephens City VA

PUBLIC HEARING For Special Use Permit For Daycare at 5321 Mulberry Street

Mayor Grim opened the Public Hearing for anyone in the public to speak on the matter. No one from Rivers Church was present and no one from the public commented on the matter and Mayor Grim closed the Public Hearing at 7:02 pm.

PUBLIC HEARING For The Town of Stephens City Proposed Budget Fiscal Year ending 2019

Mayor Grim opened the Public Hearing for anyone in the public to speak on the matter of the Budget. There were no comments and Mayor Grim closed the Public Hearing at 7:03 pm.

PUBLIC COMMENT

Mayor Grim asked if anyone in the public had any comments.

Ms. Joanne Slaton from Jesus Christ Deliverance Worship Center addressed Council. Ms. Slaton asked permission for the Church to use the Commons on May 12, 2018 to have a Youth Ministry event.

Councilman Hollis made the Motion and the Motion carried with the following recorded VOTE:

Aye- Bowers, Hollis, Nauman, Swygert- Smith, Thatcher

Nay- None

Absent- Fravel

Abstain- None

Mr. Darrin McKenzie with Shenandoah Valley Baptist Church addressed Council. Mr. McKenzie explained he is the Financial Chairman for the church and that he was present for the January Council Meeting where he presented sewage bills from the Town of Stephens City billed to the church for the past six to eight years for the amount of one thousand dollars and thirty six cents per bill. Mr. McKenzie stated that as he understood it the church was to receive a refund for sewer charges. Councilman Hollis commented that Mr. McKenzie had been instructed to get all water bills from Winchester City so that

the sewage usage could be calculated to determine the amount of credit due to the church account. Town Attorney David Griffin explained that due to State Law the Town can only go back three years for crediting an account. The Town cannot refund money from prior fiscal years but it can place a credit on the account.

MINUTES – REGULAR MEETING OF MARCH 6, 2018

Councilman Nauman moved for approval of the minutes of the regular Town Council meeting of March 6, 2018, the Motion carried with the following Recorded VOTE:

Aye - Bowers, Hollis, Nauman, Swygert-Smith, Thatcher

Nay - None

Abstain - None

Absent – Fravel

TREASURER'S REPORT

Treasurer Steve Rickards reported that the net revenues for the month of March were very strong with an additional six thousand dollars being added to the figures. The Bank Stock tax was better than expected and came in over one thousand dollars. Capon Valley Bank is celebrating their one hundredth anniversary this year and they are planning an event at the end of June. Councilman Nauman commented that a Resolution of Recognition for Capon Valley would be appropriate for June. Real estate and personal property tax payments are steadily coming in. Personal property tax payments are at an eighty eight percent collection rate.

POLICE REPORT – Charles Bockey, Jr., Chief of Police

Police Chief Charles Bockey reported that the Police Department has been spending more time on the streets and issuing more tickets. Sgt Baber is out with a broken leg and will be absent for another four weeks. Chief Bockey and Officer Copp are working with the Crisis Intervention Team to start a program within the Town.

SCVFD REPORT- John Jones, Fire Chief

Fire Chief John Jones reported that the Fire Department had responded to a total of twelve calls within the Town for the month of March 2018, they responded to a total of two hundred and five calls within Frederick County for a total of two hundred and seventeen calls for the month of March 2018. Chief Jones reported the Department has been sending Officers to school for additional training. Chief Jones thanked Police Chief Bockey for helping with fingerprinting new members of the Fire Department.

ACTION AGENDA

None

COMMITTEE REPORTS

A. Finance Committee – Joseph Hollis, Chair

Meeting: Minutes Attached - No Comment

B. Personnel Committee –Kelly Thatcher, Chair

No Meeting: No Comment – No Comment

C. Public Safety Committee – Ronald Bowers, Chair

No Meeting – No Comment

D. Public Works Committee – Regina Swygert-Smith Chair

No Meeting- No Comment

E. Water /Sewer Committee - Jason Nauman, Chair

No Meeting- No Comment

F. Parks and Recreation Commission- Ronald Bowers, Chair

No Meeting- No Comment

G. Newtown Heritage Festival

Meeting: Steve Rickards reported that the commemorative piece this year will be a nine inch pie plate. The Festival Committee will be hosting a scavenger hunt for the festival. There will be a competitive chess tent as well as rock stacking for festival events.

APPROVAL OF COMMITTEE MINUTES AND REPORTS

Councilman Nauman made a Motion to approve the committee minutes and all were in favor.

TOWN MANAGERS REPORT

1. The repairs for a waterline break on Pittman Court have been completed.
2. Public Works has been mulching and working in the beds at the park and entrance signs to town.
3. The application for the heritage festival parade has been submitted to VDOT.
4. There will be bricks and two benches installed at the Veterans Memorial prior to the festival.
5. Waterbills were due Monday the second of April.
6. The water cutoff date is Tuesday April the tenth.
7. Public works will also be reading meters this month for the new billing cycle

COUNCIL COMMENTS/CALENDAR

Mayor Grim asked if there were any adjustments to the calendar or Council Comments.
No adjustments were made to the Calendar.

MOTION FOR CLOSED MEETING

DATE: APRIL 2, 2018

MOTION BY: COUNCILMAN JASON NAUMAN

I move that the Town of Stephens City Virginia enter Closed Session pursuant to Section 2.2-3711.A.7 of the Code of Virginia, as amended for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

VOTE:


Aye- Bowers, Hollis, Swygert- Smith
Swygert- Smith
Bowers
Thatcher
Nauman

Nay- None

Absent- Fravel

Abstain- None

ATTEST:


Michele Stone
Town Clerk

**CERTIFICATION OF CLOSED MEETING
RESOLUTION**

DATE: APRIL 2, 2018

MOTION BY: COUNCILMAN JASON NAUMAN

WHEREAS, the Council of the Town of Stephens City, Virginia has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia of Freedom of Information Act; and

WHEREAS, Section 2.2-3711.A of the Code of Virginia requires a certification by this Council that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

RECORDED ROLL CALL VOTE:


Aye- Hollis, Bowers, Nauman, Swygert- Smith, Thatcher, Grim

Nay- None


Absent- Fravel

Abstain- None

No action was taken as a result of the Closed Session. There being no further business, Councilman Nauman Made a Motion to adjourn at 8:19 pm and the Motion carried unanimously.



Michael P. Grim, Mayor


Michele Stone, Town Clerk

CERTIFICATION OF CLOSED MEETING

RESOLUTION

Date: ~~May~~ ^{April} 3, 2018

Motion By: Nauman

WHEREAS, the Council of the Town of Stephens City, Virginia has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711.A of the Code of Virginia requires a certification by this Council that such Closed Meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

RECORDED ROLL CALL VOTE:

Aye -

Hollis Bowers Nauman
Swygert-Smith Thatcher Grim

Nay -

/

Absent -

Fravel

Abstain -

Mike Majher, Town Manager

Michele Stone, Town Clerk

MOTION FOR CLOSED MEETING

~~April~~
Date: ~~May~~ 3, 2018

Motion By: Nauman

I move that the Council of the Town of Stephens City enter Closed Session pursuant to Section 2.2-3711.A.7 of the Code of Virginia, as amended for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel

VOTE:

Aye –

Hollis

Swygert-Smith

Bowers

Thatcher

Nauman

Nay –

/

Absent/Abstain -

Fravel

ATTEST:

Michele Stone
Town Clerk



4/01/2018 - 4/30/2018

REVENUE DESCRIPTION	AMOUNT
Cigarette Tax	\$ 7,125.00
Connection Fees	\$ 175.00
Restaurant Meals Tax	\$ 7,033.91
Lease Property Payments	\$ 100.00
Fines, Forfeitures & Finger Prints	\$ 1,644.38
Newtown Heritage Festival	\$ 1,573.00
Newtown Festival Vendors	\$ 50.00
Newtown Commons Fee	\$ 300.00
Consumption Tax	\$ 563.42
State Sales Tax	\$ 10,873.60
Sale of Miscellaneous	\$ 200.59
Utility - Electric	\$ 2,621.18
Utility - Natural Gas	\$ 1,484.39
Total	\$ 33,744.47
UTILITIES	
Water	\$ 10,172.80
Sewer	\$ 24,558.88
Penalty	\$ 1,501.55
PrePay	\$ 445.25
Reconnect Fee	\$ 150.00
Miscellaneous	\$ 193.01
Total	\$ 37,021.49
UTILITY DEPOSITS AND AVAILABILITY FEES (DEPOSITED IN ESCROW)	
Deposits	\$ 1,400.00
Total	\$ 1,400.00
TAXES	
Real Estate Tax	
Principal Real	\$ -
Total	\$ -
Personal Property Tax	
Principal Personal	\$ 237.39

Penalty Personal	\$ 105.70
Interest Personal	\$ 8.80
Business Equipment	\$ 194.96
Decal Fee 1	\$ 105.69
Decal Fee 2	\$ 112.50
Total	\$ 765.04

Business Licenses

10000 -- RETAIL SALES	\$ 403.35
10003 -- CONTRACTORS	\$ 157.88
10004 -- PERSONAL SERVICES	\$ 24.00
10005 -- BUSINESS SERVICES	\$ 196.38
PENALTY TRANSACTIONS	\$ 18.14
Total	\$ 799.75

Vehicle Decals

TRANSFER	\$ 6.00
Total	\$ 6.00

Commonwealth of VA

Communications Tax	\$ 1,965.92
Total	\$ 1,965.92

EXPENDITURES

Accounts Payable	\$ 69,750.15
Wages	\$ 23,346.05
VRS /ICMA	\$ 9,109.09
Total	\$ 102,205.29

Total Revenue	\$ 75,702.67
Total Expenditures	\$ 102,205.29
Total Net Position	\$ (26,502.62)



REVENUE

Miscellaneous Receipts
 Connection Fees
 Restaurant Meals Tax
 Lease Property Payments
 Fines, Forfeitures and Finger Prints
 Cigarette Tax
 Sales Tax
 Newtown Commons
 Consumption Tax
 Newtown Heritage Festival
 Utility - Natural Gas
 Utility - Electric
Total

UTILITIES

Water
 Sewer
 Penalty
 PrePay
 Reconnect Fee
 Miscellaneous
Total

UTILITY DEPOSITS AND AVAILABILITY FEES (DEPOSITED IN ESCROW)

Deposits
Total

Real Estate Tax

Personal Property Tax

PFYE
 04/01/2017 - 4/30/2017
 CVTD
 04/01/2018 - 04/27/2018

\$	855.99	\$	200.59	-77%
\$	225.00	\$	175.00	-22%
\$	8,319.74	\$	7,033.91	-15%
\$	100.00	\$	100.00	0%
\$	1,358.98	\$	1,644.38	21%
\$	7,125.00	\$	7,125.00	0%
\$	11,499.01	\$	10,873.60	-5%
\$	-	\$	300.00	
\$	519.29	\$	563.42	8%
\$	7,600.00	\$	1,623.00	-79%
\$	1,518.30	\$	1,484.39	-2%
\$	2,571.54	\$	2,621.18	2%
\$	41,692.85	\$	33,744.47	-19%

\$	13,116.28	\$	10,172.80	-22%
\$	32,268.26	\$	24,558.88	-24%
\$	1,723.25	\$	1,501.55	-13%
\$	425.35	\$	445.25	5%
\$	425.00	\$	150.00	-65%
\$	-	\$	193.01	
\$	47,958.14	\$	37,021.49	-23%

\$	1,800.00	\$	1,400.00	-22%
\$	1,800.00	\$	1,400.00	-22%

\$	-	\$	-	
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\$	524.73	\$	765.04	46%
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Business Licenses

\$ 307.65 \$ 799.75 160%

Vehicle Decals

\$ 238.00 \$ 6.00 -97%

Commonwealth of VA

Communications Tax

\$ 2,098.38 \$ 1,965.92 -6%

Total

\$ 2,098.38 \$ 1,965.92 -6%

EXPENDITURES

Accounts Payable

\$ 50,373.02 \$ 69,750.15 38%

Wages

\$ 20,629.30 \$ 23,346.05 13%

VRS

\$ - \$ 9,109.09

Total

\$ 71,002.32 \$ 102,205.29 44%

Total Revenue

\$ 94,619.75 \$ 75,702.67 -20%

Total Expenditures

\$ 71,002.32 \$ 102,205.29 44%

Total Net Position

\$ 23,617.43 \$ (26,502.62) -212%

Bank Balances as of 4/27/2018

Bank of Clarke County

3,237.08

Capon Valley Bank General Fund

234,664.35

Capon Valley Bank CIP

146,111.30

Capon Valley Utility Fund

128,506.33

Capon Valley Utility Fund CIP

217,755.69

Capon Valley Bank Mulberry Account

2,165.64

BB&T General Reserve Fund

21,970.61

BB&T Utility Reserve Funds

10,378.13

BB&T Savings Account

9,514.34

BB&T CD (Peter B. Stickley)

11,477.45

Total Bank Fund Balances - Cash On Hand

785,780.92

REAL ESTATE TAXES

Both Halves Taxes 2017-2018

TOWN OF STEPHENS CITY

Collections Rate Report

Tax Year	Charges	Collections	Net	Collections Percentage
2012	\$380.14	\$0.00	\$380.14	0.00%
2013	\$670.64	\$0.00	\$670.64	0.00%
2014	\$878.74	\$61.88	\$816.86	7.04%
2015	\$3,939.24	\$2,660.62	\$1,278.62	67.54%
2016	\$148,320.94	\$146,486.53	\$1,834.41	98.76%
2017	\$165,747.10	\$156,711.39	\$9,035.71	94.55%
Grand Totals:	\$319,936.80	\$305,920.42	\$14,016.38	95.62%

PERSONAL PROPERTY TAXES
Both Halves Taxes 2017-2018

Collections Rate Report

Tax Year	Original Charges	Collected	Remainder	Collections Percentage
2012	\$7,693.58	\$697.89	\$6,995.69	9.07%
2013	\$8,656.09	\$1,259.32	\$7,396.77	14.55%
2014	\$10,667.87	\$1,713.85	\$8,954.02	16.07%
2015	\$14,850.30	\$5,294.12	\$9,556.18	35.65%
2016	\$118,045.32	\$104,199.21	\$13,846.11	88.27%
2017	\$126,841.75	\$112,802.48	\$14,039.27	88.93%
Grand Totals:	\$286,754.91	\$225,966.87	\$60,788.04	78.80%

To: Mayor Mike Grim
Members of Town Council

From: Chief Charles E. Bockey, Jr.

Date: May 1, 2018

Subject: Police Report for April 2018

The Stephens City Police Department responded to 682 calls for services during the month of April. We assisted the Frederick County Sheriff's Office with 58 calls, the Middletown Police Department with 12 calls and the Virginia State Police with 4 calls.

We wrote a total of 71 citations for the month and gave 7 written warnings for speeding, inspection violation and defective equipment. A breakdown of citations follows.

- 50 – Speeding
- 18 – Fail to Obey Signs
- 2 – Following too Close
- 1 – No Operator's License

We spent approximately 11 hours in court for the month.

We wrote 11 incident reports for the month and had 18 arrest. A breakdown follows.

- 1 – Traffic Accident
- 1 – Possession of Marijuana
- 1 – Found Property
- 1 – Hit & Run
- 1 – Runaway
- 1 – Identity Theft
- 1 – Police Information
- 1 – Disorderly Conduct
- 1 – Larceny
- 1 – Fraud by Phone
- 1 – Vehicle Vandalism

TOWN OF STEPHENS CITY
COMMITTEE MEETING MINUTES

COMMITTEE: Public Works

DATE: 18 April 2018

TIME: 4:30 P.M.

ATTENDING: Linden "Butch" Fravel, Jason Nauman, Regina
Swygert-Smith – Committee
Dave Griffin, Town Attorney
Brett Swain, Public Works Manager
Tim Stowe, Jeff Webber, Robert Boden—South
Frederick Development

Mr. Stowe presented to the Committee the request of South Frederick Development that the Town abandon and allow South Frederick Development to purchase a .2-acre lot, presently consisting of a "paper" road running between the intersection of Walnut Lane and Massie Street to I-81. Committee voted to recommend to Town Council that the process to accomplish this be initiated.

Mr. Swain updated Committee on his activities, which include street cleaning and correction of a ditch on Green Street.

Regina Swygert-Smith
Chairman



WATER & SEWER COMMITTEE MINUTES

Wednesday, April 18, 2018
4:47 pm

I. Call to Order

Mr. Nauman called the meeting to order at 4:18 pm.

In Attendance

Messrs. Nauman and Fravel, Ms. Swygert-Smith
Messrs. Majher, Swain, and Griffin

Meeting Minutes

The meeting minutes from prior meeting(s) are approved.

II. Matters from the Public

None

III. Updates from Public Works Staff

None

IV. Frederick County Sanitation Authority (FCSA)

A. Open Letter to Citizens of the Town

1. The Committee reviewed the proposed draft of the open letter to the citizens of the Town concerning the misinformation promulgated by the Sanitation Authority and the inaccurate and misleading stories appearing recently in local media.
2. The purpose of the letter is to inform citizens of the facts concerning the illegal withdrawal of water from Town quarries by the Sanitation Authority and the erroneous and fraudulent billing executed by the Sanitation Authority, among other things.
3. The Committee made minor edits to the draft and approved it for distribution.
4. The Committee asked staff to invite all members of Council to read and approve the letter and submit their signatures for digital inclusion on the letter.
5. The Committee asked staff to mail merge the letter with tax records and mail by Friday, April 20.

B. FCSA Rate Notice

1. The Town has received the Sanitation Authority's FY 2019 rates for water, wastewater, and debt service.
2. The Committee summarily rejects the rate as arbitrary and capricious.
3. The Committee unanimously agreed to reject and protest the rates and send notice to the Sanitation Authority that the Town demands to be treated as a wholesale customer – not a commercial/retail entity.

C. Rate for Water Purchase

1. The Committee reviewed the current rate charged to the Sanitation Authority for water purchase from the Town quarries.
2. The current rate is \$1.00 per thousand gallons up to an average three (3) million gallons daily and \$1.50 per thousand gallons for any withdrawal in excess of three (3) million gallons.
3. The Committee discussed the fact the Sanitation Authority is an out-of-town, commercial/retail entity and should be charged accordingly.
4. The Committee unanimously agreed to recommend to Council to increase the rate charged to the Sanitation Authority for the purchase of water to \$9.25 per thousand gallons effective in thirty (30) days and send notice of the same to the Sanitation Authority.

D. Updated FCSA Statement of Account

1. Mr. Nauman asked staff to provide an updated statement of account for the amount due and owing the Town by the Sanitation Authority.

V. **Recommendations to Council**

- Reject Sanitation Authority FY 2019 rates for water, wastewater, and debt service.
- Increase the rate charged to the Sanitation Authority to \$9.25 per thousand gallons.

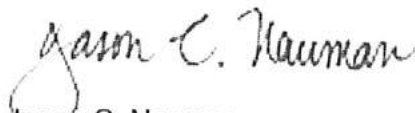
VI. **Matters Not Listed on the Agenda**

None

VII. **Adjournment**

Mr. Nauman adjourned the meeting at 5:33 pm

Respectfully submitted:



Jason C. Nauman
Committee Chairman

ACTION LETTER

- Town Manager: Work with other Town staff to finalize and send open letter to citizens by Friday, April 20.
- Legal Counsel and Town Manager: Draft and send letter to Sanitation Authority rejecting and protesting the FY 2019 rates.
- Legal Counsel: Draft letter of notice to Sanitation Authority with new FCSA water purchase rates for consideration by Council.



315 Tasker Road
Stephens City, Virginia 22655

PH (540) 868-1061
Fax (540) 868-1429
www.FrederickWater.com

Eric R. Lawrence
Executive Director

March 29, 2018

Mr. Mike Majher
Town of Stephens City
P. O. Box 250
Stephens City, VA 22655

Re: FY2019 Water Rate, Wastewater Rate and Wastewater Debt Service

Dear Mr. Majher:

In accordance with the Stephens City Rates and Debt Service Calculation Procedures as well as the Wastewater Agreement of December 9, 1991, the Authority has calculated the FY2019 rates, effective July 1, 2018 as follows:

Water Rates	Frederick Water Commercial/Industrial Rate Schedule
Wastewater Rate	\$2.59 per 1,000 gallons
Wastewater Debt Service	\$6,931.32 per month

During the past several years following the expiration of the Water Agreement, the Board has elected to keep the Water Rates for the Town at reduced rates. However, at the Board meeting held Thursday, March 22, 2018, the Board made the decision to apply Frederick Water's Commercial/Industrial Rate Schedule to the Town of Stephens City water purchases for fiscal year 2019, beginning on July 1, 2018.

The current Frederick Water Rate Schedule is attached for your reference. Rate increases are being considered for FY2019 and will be advanced by public hearing should the Board deem them necessary.

The Town of Stephens City currently has four water meters as follows:

<u>Account #</u>		<u>Size</u>
63760003	Meter 1	2"
63760003	Meter 2	8"
63760004	Meter 1	2"
63760004	Meter 2	8"

The supporting worksheets for the Wastewater calculations above are also attached for your reference. Backup support for each number on these worksheets is available onsite for your review.

Should you have any questions regarding the procedures or calculations, please feel free to contact me.



Eric Lawrence
Executive Director

NOTICE OF PUBLIC HEARING



A public hearing will be held on **June 20, 2017 at 5:00 p.m.** at the Frederick County Sanitation Authority's Administration Building located at 315 Tasker Road, Stephens City, VA to receive public comment on the proposed Base Fee and Consumption Rates. Base Fees are fixed fees that customers pay each billing cycle and include 1,000 gallons per month of water and sewer service. Consumption Rates are variable fees that customers pay each billing cycle reflective of the amount of water and sewer services consumed.

The proposal recommends a 3% increase in the base fee for residential customers (5/8-inch meters) effective July 1, 2017. Additional information is available at www.fcsa-water.com or by calling the Authority's office at (540) 868-1061.

RESIDENTIAL				PROPOSED RATES as of 07/01/2018		PROPOSED RATES as of 07/01/2019	
PROPOSED RATES as of 07/01/2017							
BASE RATES				BASE RATES		BASE RATES	
<u>Meter Size</u>	<u>Billing Frequency</u>	<u>Water</u>	<u>Sewer</u>	<u>Water</u>	<u>Sewer</u>	<u>Water</u>	<u>Sewer</u>
5/8-INCH	Every Two Months	\$25.33	\$34.42	\$26.09	\$35.45	\$26.87	\$36.51
CONSUMPTION RATES							
<u>Consumption per Meter Read</u>		<u>Water</u>	<u>Sewer</u>				
in thousand gallons		# of thousand gallons times rate					
0-2	Included in base fee	\$0.00	\$0.00				
3-20		\$4.32	\$5.17				
21-50		\$4.57	\$5.47				
51-100		\$4.98	\$5.96				
101+		\$6.17	\$6.50				

COMMERCIAL / INDUSTRIAL				PROPOSED RATES as of 07/01/2018		PROPOSED RATES as of 07/01/2019	
PROPOSED RATES as of 07/01/2017							
BASE RATES				BASE RATES		BASE RATES	
<u>Meter Size</u>	<u>Billing Frequency</u>	<u>Water</u>	<u>Sewer</u>	<u>Water</u>	<u>Sewer</u>	<u>Water</u>	<u>Sewer</u>
MultiFamily Accts	Monthly	\$10.13	\$13.77	\$10.44	\$14.18	\$10.75	\$14.61
3/4-INCH	Monthly	\$17.06	\$23.36	\$19.57	\$26.59	\$20.16	\$27.39
1-INCH	Monthly	\$19.10	\$26.58	\$25.46	\$35.43	\$33.59	\$45.64
1-1/2-INCH	Monthly	\$21.84	\$30.87	\$29.11	\$41.15	\$38.80	\$54.86
2-INCH	Monthly	\$29.34	\$42.69	\$39.11	\$56.90	\$52.13	\$75.85
3-INCH	Monthly	\$84.56	\$129.68	\$112.72	\$172.86	\$150.26	\$230.42
4-INCH	Monthly	\$105.01	\$161.89	\$139.97	\$215.80	\$186.58	\$287.66
6-INCH	Monthly	\$152.72	\$237.06	\$203.57	\$316.00	\$271.36	\$421.23
8-INCH	Monthly	\$207.27	\$322.98	\$276.29	\$430.53	\$368.30	\$573.89
10-INCH	Monthly	\$261.82	na	\$349.00	na	\$465.22	na
CONSUMPTION RATES							
<u>Consumption per Meter Read</u>		<u>Water</u>	<u>Sewer</u>				
in thousand gallons		# of thousand gallons times rate					
0-1	Included in base fee	\$0.00	\$0.00				
2-20		\$4.32	\$5.17				
21-50		\$4.57	\$5.47				
51-100		\$4.98	\$5.96				
101+		\$6.17	\$6.50				

FREDERICK COUNTY SANITATION AUTHORITY
WASTEWATER RATE CALCULATION USING PARKINS MILL WASTEWATER TREATMENT PLANT ACTUAL COSTS
MARCH 2017 TO FEBRUARY 2018

	ACTUALS	ADJUSTMENTS	ADJUSTED ACTUALS
CHEMICALS	\$ 554,228.86	f	\$ 554,228.86
COMMUNICATIONS	\$ 4,388.10		\$ 4,388.10
DEPRECIATION			\$ 21,679.10
FACILITY MAINT	\$ 5,199.00	c	\$ 5,199.00
LICENSES	\$ 250.00		\$ 250.00
MISCELLANEOUS	\$ -		\$ -
REP & MAINT	\$ 169,437.50		\$ 169,437.50
SAFETY	\$ 575.97		\$ 575.97
SALARIES	\$ 368,261.54	35.5% a	\$ 517,758.22
SLUDGE DISPOSAL	\$ 89,507.88	3% b \$ 2,800.00 e	\$ 92,307.88
SUPPLIES	\$ 28,072.23		\$ 28,072.23
TESTING	\$ 67,468.93		\$ 67,468.93
TRAINING & SEMINARS	\$ 2,989.08		\$ 2,989.08
TRAVEL	\$ 430.24		\$ 430.24
UTILITIES	\$ 297,331.73	10% d	\$ 327,064.90
VEHICLE EXPENSE	\$ 8,710.05		\$ 8,710.05
PLUS ADMIN FEE OF 5%	\$ 1,596,851.11	SUBTOTAL	\$ 1,797,760.06
		TOTAL	\$ 1,860,676.19

STEPHENS CITY WASTEWATER/ SEWER CONSUMPTION MAR 2017- FEB 2018 63,700 /
PARKINS MILL TOTAL PLANT FLOW MAR 2017 - FEB 2018 780,100 = 8.17%

STEPHENS CITY SHARE OF PARKINS MILL OPERATING COSTS BEFORE SPECIFIC COSTS \$ 151,935.74

STEPHENS CITY SPECIFIC COSTS

TOWN RUN MANHOLE -BASKET CLEANING (WO 37822) \$ 4,508.12

STEPHENS RUN PUMPSTATION TEARDOWNS (DUE TO RAGS)

WO 29431 (TOTAL COSTS LESS FY2018 RATE COSTS) \$ 2,144.33
WO 32774 \$ 6,432.63

TOTAL STEPHENS CITY SPECIFIC COSTS

\$ 13,085.08

TOTAL ANNUAL OPERATING COSTS FOR STEPHENS CIT

\$ 165,020.82

STEPHENS CITY SEWER CONSUMPTION MAR 2016- FEB 2017 (from above):

63,700

FY19 STEPHENS CITY WASTE WATER RATE (PER THOUSAND GALLONS)

\$ 2.99

** ADMIN FEE CALCULATION

CHEMICALS	\$ 554,228.86
COMMUNICATIONS	\$ 4,388.10
FACILITY MAINT	\$ 5,199.00
LICENSES	\$ 250.00
MISCELLANEOUS	\$ -
REP & MAINT	\$ 169,437.50
SAFETY	\$ 575.97
SLUDGE DISPOSAL	\$ 89,507.88
SUPPLIES	\$ 28,072.23
TESTING	\$ 67,468.93
TRAINING & SEMINARS	\$ 2,989.08
TRAVEL	\$ 430.24
UTILITIES	\$ 327,064.90
VEHICLE EXPENSE	\$ 8,710.05
SUBTOTAL EXCLUDING DEBT SERVICE,	
DEPRECIATION AND SALARIES	\$ 1,258,322.74
	5% \$ 62,916.14

- a Current year labor load factor
- b Expected average wage increase
- c Depreciation per Exhibit DEPR
- d 10% increase per electric company
- e Step increase for Parkins Mill employee
- f No change - price increase for FY19 expected to be offset by decrease costs/usage of new chemical

Frederick County Sanitation Authority
Depreciation on Assets Purchased without Bond Funds - WasteWater

Record Number	Asset	Description	Status	Class	Sub-Class	Loc. Descr	Acquired	Acquis Cost	Est Useful	FY19 RATE	FY2018 LTD Depreciation	LTD Depreciation	Remaining Depr
42	7174	(2) ADD'L HOPPERS FOR PT BLDG	ACTIVE - 30	30	350	PARKINS MILL WWTP	07/21/2016	2,230.23	7	\$ 318.60	\$ 185.85	\$ 504.45	\$ 1,725.78
41	7173	2016 JOHN DEERE 304K 4WHEEL DRIVE LOADER	ACTIVE - 40	40	410	PARKINS MILL WWTP	06/30/2016	81,730.00	10	\$ 8,173.00	\$ 5,448.67	\$ 13,621.67	\$ 68,108.33
40	7167	(2) MEDIUM DUTY HOPPERS FOR PT BUILDING	ACTIVE - 30	30	350	PARKINS MILL WWTP	06/14/2016	2,211.47	7	\$ 315.92	\$ 236.94	\$ 552.86	\$ 1,658.61
5184		PLANT WATER LINE CONSTRUCTION	ACTIVE -			PARKINS MILL WWTP	3/1/2007	254,338.00	20	\$ 12,716.90	\$ 114,452.10	\$ 127,169.00	\$ 127,169.00
7385		HVAC-PRIMARY SLUDGE PS ELECTRIC ROOM	ACTIVE - 20	20	255	PARKINS MILL WWTP	10/27/2017	9,280.00	20	\$ 154.67	\$ -	\$ 154.67	\$ 9,125.33
								\$ 349,789.70		\$ 21,679.10	\$ 120,323.56	\$ 142,002.66	\$ 207,787.04

FREDERICK COUNTY SANITATION AUTHORITY
FY2019 WASTEWATER DEBT SERVICE CALCULATION

STEPHENS CITY TOTAL DEBT SERVICE ATTRIBUTABLE TO PARKINS MILL
per Parkins Mill - Exhibit B \$ 64,705.76

STEPHENS CITY TOTAL DEBT SERVICE ATTRIBUTABLE TO STEPHENS RUN
per Stephens Run - Exhibit C \$ 18,470.13

TOTAL STEPHENS CITY ANNUAL DEBT SERVICE
\$ 83,175.89

MONTHLY STEPHENS CITY DEBT SERVICE
\$ 6,931.32

Frederick County Sanitation Authority
 Stephens City Debt Service - Wastewater
 Parkins Mill

Cost Description	Total Cost \$	Percentage %	Total Share	Debt Pymts Due FY2019		
				Date Due	Total Debt Service	Applicable Debt Service
Plant	\$ 4,825,411.34	16.67%	804,235.22	9/1/2018	\$ 1,246,982.15	\$ 32,352.88
Gravity Line	\$ 230,512.10	90.00%	207,460.89	3/1/2019	\$ 1,246,982.15	\$ 32,352.88
Stephens Run P. S.	\$ 325,363.23	50.00%	162,681.62			
Wrights Run P.S.	\$ 403,029.63	16.67%	67,171.61			
Flow Meter	\$ 18,183.00	100.00%	18,183.00			
FCSA	\$ 40,262.00	0.00%	-			
Other	\$ 16,000.00	21.56%	3,449.69			
Legal	\$ 7,413.00	21.56%	1,598.28			
Engineering	\$ 818,732.67	21.56%	176,523.39			
Interest	\$ 187,263.00	21.56%	40,374.96			
PM Plant Upgrade	\$ 8,238,209.00	12.50%	1,029,776.13			
TOTAL	\$ 15,110,378.97	16.62%	2,511,454.78			

STEPHEN CITY TOTAL DEBT SERVICE ATTRIBUTABLE TO PARKINS MILL

Parkins Mill VRLF Loan 2007 (515373-02)

Amount Incurred for Upgrade	\$ 8,238,209.00
Total Bond Amount	\$ 52,775,223.00
Upgrade Percentage per	15.61%

STEPHENS CITY TOTAL DEBT SERVICE ATTRIBUTABLE TO STEPHENS RUIN

2016-2017	BY	SP	TR	SL	TOTALS
JULY	3,206	2,999	2,673	790	9,668
AUGUST	11,020	3,516	4,510	1,124	20,170
SEPTEMBER	4,048	145	2,979	916	8,088
OCTOBER	4,000	94	6,035	1,213	11,342
NOVEMBER	2,516	55	2,136	636	5,343
DECEMBER	3,355	116	3,331	1,030	7,832
JANUARY	3,154	142	3,993	1,318	8,607
FEBRUARY	2,564	116	4,694	1,209	8,583
MARCH	2,661	125	2,292	861	5,939
APRIL	3,006	142	5,724	1,311	10,183
MAY	3,376	142	7,574	1,466	12,558
JUNE	3,698	142	5,719	1,317	10,876
CONSUMPTION	46,604	7,734	51,660	13,191	119,189

2017-2018	BY	SP	TR	SL	TOTALS	Current Water Consumption Totals	Actual Water Costs	Water Costs Based on Proposed Rates
JULY	2,744	115	3,578	954	7,391	2,859	4,276.21	17,930.75
AUGUST	3,799	135	4,580	1,227	9,741	3,934	5,901.00	24,563.50
SEPTEMBER	3,546	108	2,864	855	7,373	3,654	5,481.00	22,835.90
OCTOBER	4,975	139	3,235	982	9,331	5,114	7,671.00	31,844.10
NOVEMBER	4,027	124	4,594	1,215	9,960	4,151	6,226.50	25,902.39
DECEMBER	4,231	131	2,480	968	7,810	4,362	6,543.00	27,204.26
JANUARY	4,560	150	3,363	1,030	9,103	4,710	7,065.00	29,351.42
FEBRUARY	3,412	114	4,513	958	9,037	3,526	5,289.00	22,046.14
MARCH	4,598	138	6,417	1,392	12,545	4,736	7,104.00	29,511.84
APRIL								
MAY								
JUNE								
CONSUMPTION	35,892	1,154	35,624	9,621	82,291			

1 Year Consumption	Mar 17 - Mar 18	AVG Monthly	Total Cost Based on Proposed Rates
BARLEYS YARD	48,633	4,053	300,356.33
SANDYS PALLET	1,705	142	10,810.57
TOWN RUN LN	56,933	4,744	
ST LANDING	14,576	1,215	
Total W/S Cons:	121,847	10,154	311,166.90

Water
Sewer

Actual Consumption Totals	Total Cost Based on Proposed Rates
4,863,300	300,356.33
170,500	10,810.57
5,693,300	
1,457,600	
12,184,700	311,166.90

Year	Period	Due	kgal used	Total used	Amount	Corrected	Difference
2014	jan						
	feb	apr					
	mar						
	apr	jun					
	may						
	jun	aug					
	jul		22				
	aug	oct	21	43	1036.18	348.30	687.88
	sep		41				
	oct	dec	29	70	1036.18	556.47	479.71
	nov		17				
	dec	feb	19	36	1036.18	294.33	741.85
2015	jan		61				
	feb	apr	250	311	1036.18	2414.58	-1378.40
	mar		158				
	apr	jun	24	182	1036.18	1419.99	-383.81
	may		30				
	jun	aug	27	57	1036.18	456.24	579.94
	jul		39				
	aug	oct	31	70	1036.18	556.47	479.71
	sep		40				
	oct	dec	44	84	1036.18	664.41	371.77
	nov		31				
	dec	feb	14	45	1036.18	363.72	672.46
2016	jan		8				
	feb	apr	11	19	1036.18	163.26	872.92
	mar		7				
	apr	jun	12	19	1036.18	163.26	872.92
	may		0				
	jun	aug	19	19	1036.18	163.26	872.92
	jul		4				
	aug	oct	10	14	1036.18	124.71	911.47
	sep		18				
	oct	dec	16	34	1036.18	278.91	757.27
	nov		32				
	dec	feb	29	61	1036.18	487.08	549.10
2017	jan		15				
	feb	apr	16	31	1036.18	255.78	780.40
	mar		20				
	apr	jun	23	43	1036.18	348.30	687.88
	may		18				
	jun	aug	16	34	1036.18	278.91	757.27
	jul		5				
	aug	oct	10	15	1036.18	132.42	903.76
	sep		14				
	oct	dec	16	30	1036.18	248.07	788.11
	nov		24				
	dec	feb	18	42	Not Billed	340.59	-340.59
2018	jan		20				
	feb	apr	17	37	Not Billed	302.04	-302.04
Credit Total							\$ 10,362.50

Winchester Bill Total	
	384.71
	376.34
	543.74
	443.30
	342.86
	359.60
	711.14
	2,293.07
	1,523.03
	401.45
	451.67
	426.56
	527.00
	460.04
	535.37
	568.85
	460.04
	317.75
	267.53
	292.64
	259.16
	301.01
	No Bill
	362.10

TOWN OF STEPHENS CITY

COMMITTEE MEETING MINUTES

Committee: PARKS & RECREATION

Date: 4-23-18

Time: 5 PM

Attendance: RON BOWERS, JASON NAUMANN,
MIKE MASHER, DONNA , GEO VAUGHT
LOO BOYER

Approval of Minutes from prior meeting:

APPROVED

Purposes/Subjects to be reviewed:

1. BENCHES FOR NEWTOWN MEMORIAL

Brief of Committee Actions and Recommendations:

2. BENCHES FOR THE NEWTOWN MEMORIAL ARE BEING CONSTRUCTED BY GARY FLETCHER. THE MONEY WAS DONATED BY DON SKOONEY JR & RAUL GREGG



Signature of Chairman

Newtown Heritage Festival Work Session

April 5, 2018

The Newtown Heritage Festival Committee met on Thursday, April 19, 2018 at 7:15 PM at Town Hall. The following members were present: President Tootie Rinker, Adrian O'Connor, Donna Steward, Earl Luttrell, Wayne Eldred, Mike Diaz, Angela Mohr, Rich Lyons, Sue Grim, Steve Rickards, Officer Bill Copp, and Betty Wymer.

President Tootie Rinker called the meeting to order. She then recognized the contributions to the festival and to the committee of Wayne Eldred. Wayne will be moving to Connecticut to take a new position. Refreshments were served as Wayne told the committee about his move and new job. Thanks were given to Wayne for all the work he has put into infusing the history of Stephens City into the festival. Wayne was sent off with well wishes and genuine gratitude and affection by the whole committee.

MINUTES

Approval of March 5 and April 5 special session minutes were presented. Adrian made a motion to approve the minutes as written. Angela seconded the motion which was unanimously approved.

TREASURER'S REPORT

Steve reported that \$1,150 has been received since the March meeting bringing the total donations to \$11,476.00. An additional \$480.00 has been received from vendors. Eighty-five dollars and seventy-five cents has been paid for printing resulting in a 2018 balance of \$11,907.25.

VENDORS

Steve reported that Papa John's is going to be renting food vendor spaces for the festival. Steve was asked to get contact information for Papa John's to Tootie so she can solicit them for several complimentary pizzas for the individuals in charge of the chess activities.

Tootie will get in touch with Pam to see what vendors she has secured for the craft show.

ADVERTISING

The NHF committee has been given a whole page in the upcoming Town newsletter. Betty will combine information forwarded by various members to put together a page highlighting the history and new events.

Adrian reported that we can place five ads in The Winchester Star for \$500.00. He will set up the dates. He will also speak to the Lifestyle editor about doing a preview story on the festival.

Tootie has arranged for a spot on the River on Valley Today for May 14. Mike Diaz will be our spokesperson.

Tootie will also touch base with Barry Lee concerning announcing the parade.

We will not hand out rack cards this year but will work to get the Stephens City Star out earlier than in the past.

We will hand out framed certificates to our financial sponsors and also post signs in front of Stephens City businesses donating.

SCAVENGER HUNT

Commercial Press can make Coroplast signs for the scavenger hunt. Mike will work with Sue and he will also come up with some hashtags which Betty will print on signs to place around town.

Mike and family did a walk-through for the scavenger hunt and noted that we may need a 'safety patrol' to assist people in crossing the street at the intersection of Main and Fairfax Pike. This request will be passed to the Town police department.

PIE-EATING CONTEST

AN ORDINANCE TO AMEND CHAPTER 17, STEPHENS CITY STREETS, SIDEWALKS AND PUBLIC PLACES, TO ESTABLISH A PROCESS FOR RESTRICTED PARKING IN TOWN

BE IT ORDAINED, by the Common Council of the Town of Stephens City, Virginia, that Section 17-12, is hereby enacted as follows:

Section 17-12 Restricted Parking

Following a recommendation of the Town's Fire and Rescue Department, as well as the Town's Police Department, the Town Council finds that as uses and development change in Town, parking on both sides of Town streets may restrict emergency operations access. This Ordinance grants the Town Mayor the authority, following the passage of a resolution by a majority of Council, to limit or restrict parking in certain areas of Town. The process shall be as follows:

1. Both the Town's Fire and Rescue and the Town's Police Department shall make recommendations to the Town's Public Safety Committee to restrict parking in certain areas of Town.
2. Upon agreement by the Committee with the recommendations, the Public Safety Committee shall cause to provide notice to the affected areas by either personal delivery of a flyer/notice or by mailing first class mail to all affected properties advising of the proposed restriction. The affected property owners will be notified of the date in which the Town proposes to take action. The Town shall also provide general public notice by way of the Town's website and Town office posting.
3. At the date noticed, public comments will be invited and the Town Council may then act on a resolution restricting parking.
4. The resolutions restricting parking are not forever; the Public Safety Committee shall review the restrictions at least once every 24 months and make ongoing recommendations back to the Council.

Once the parking restrictions are approved by Council, the Town shall post traffic signs on and restrict parking to only one side of the street.

This ordinance shall be enforced on a complaint basis; the first offense shall be a traffic infraction with a penalty not exceeding \$25.00. Any subsequent offense within a calendar year may also be cause for the towing and impoundment of the vehicle.

This Ordinance shall become in force and in effect on its third and final reading. Adopted on its third and final reading this _____ day of _____, 2018.

MAYOR Mike Grim

ATTEST:

Michele Stone, Town Clerk

Roll call vote of Council and the votes on this Ordinance:

Ronald L. Bowers

Joseph Hollis

Linden A. Fravel, Jr.

Regina Swygert-Smith

Jason Nauman

Kelly Thatcher

Enabling Legislation 15.2-968.01 Permits Towns to regulate parking in residential areas that may obstruct traffic flows; 15.2-2001 Regulation by Town of Streets general; 15.2-2009 Town may regulate obstructions;

Resolution on Banking Deposits for the Town of Stephens City

BE IT RESOLVED that the Common Council of the Town of Stephens City, pursuant to Virginia Code Sections 58.1-3150, 2.2-4407 and 2.2-4408 that require all public funds or funds of citizens held in escrow as deposits by a locality are lodged for deposit with financial institutions that the Commonwealth of Virginia has designated as qualified public depositories; and Town Code Section 2-6 that requires the deposit of public funds in a federally insured bank or savings and loan institution;

ON THIS DAY hereby designates the following as the financial institutions that are designated as qualified public depositories and are approved by the Treasurer of the Commonwealth of Virginia for deposit of public funds:

- Branch Banking and Trust (BB&T)
- Bank of Clarke County
- Capon Valley Bank
- Virginia National Bank

MAYOR Mike Grim

Date

ATTEST: _____
TOWN CLERK

Vote: Y= Yes N= No A= Abstain

Ronald L. Bowers

Regina Swygert-Smith

Joseph Hollis

Linden A. Fravel, Jr.

Jason Nauman

Kelly Ann Thatcher

Summary of Qualified Depositories
As of January 2018

Opt-Out Banks

<u>Bank Name</u>	<u>SPDA Contact Location</u>
American National Bank and Trust Company	Danville, VA
Bank of America	Charlotte, NC
Bank of Charlotte County	Phenix, VA
Bank of Fincastle	Fincastle, VA
Bank of Marion	Marion, VA
Bank of the James	Lynchburg, VA
BB & T	Lumberton, NC
Capital One, N.A.	McLean, VA
Chain Bridge Bank, N.A.	McLean, VA
Chesapeake Bank	Kilmarnock, VA
Citizens Bank	Elizabethton, TN
EagleBank	Bethesda, MD
Farmers and Merchants Bank-Timberville	Timberville, VA
Farmers and Miners Bank	Pennington Gap, VA
Farmers Bank-Appomattox	Appomattox, VA
Fidelity Bank, The	Fuquay Varina, NC
First Citizens Bank and Trust	Raleigh, NC
FNBP Narrows	Narrows, VA
Highlands Union Bank	Abingdon, VA
Manufacturers & Traders Trust Company	Washington, DC
Powell Valley National Bank	Jonesville, VA
Premier Bank, Inc.	Madison, WV
Regions Bank	Birmingham, AL
Sandy Spring Bank	Olney, MD
SunTrust Bank	Atlanta, GA
TD Bank, N.A.	Cherry Hill, NJ
TruPoint Bank	Grundy, VA
United Bank	Parkersburg, WV
Virginia Bank and Trust Company	Danville, VA
Wells Fargo Bank, N.A.	Charlotte, NC

**Summary of Qualified Depositories
As of January 2018**

Pooled Banks

<u>Bank Name</u>	<u>SPDA Contact Location</u>
Access National Bank	Reston, VA
Bank of Botetourt	Buchanan, VA
Bank of Clarke County	Berryville, VA
Bank of McKenney	McKenney, VA
Bank of Southside Virginia	Carson, VA
Benchmark Community Bank	Kenbridge, VA
Blue Grass Valley Bank	Blue Grass, VA
Blue Ridge Bank, N.A.	Luray, VA
Burke and Herbert Bank & Trust	Alexandria, VA
Capon Valley Bank	Wardensville, WV
Carter Bank & Trust	Martinsville, VA
Citizens and Farmers Bank	West Point, VA
Citizens Bank and Trust Company	Blackstone, VA
Citizens National Bank	Windsor, VA
City National Bank of West Virginia	Cross Lanes, WV
CornerStone Bank, N.A.	Lexington, VA
Essex Bank	Tappahannock, VA
Farmers and Merchants Bank - Craig County	New Castle, VA
Farmers Bank-Windsor	Windsor, VA
Fauquier Bank	Warrenton, VA
First Bank & Trust	Abingdon, VA
First Bank-Strasburg	Strasburg, VA
First Community Bank, N.A.	Bluefield, VA
First National Bank	Altavista, VA
First Sentinel Bank	Richlands, VA
First State Bank (Movement Bank)	Danville, VA
First Tennessee Bank, N.A.	Memphis, TN
First Virginia Community Bank	Fairfax, VA
Freedom Bank of Virginia	Fairfax, VA
Frontier Community Bank	Waynesboro, VA
Fulton Bank, N.A.	Lancaster, PA
Grundy National Bank	Grundy, VA

Summary of Qualified Depositories
As of January 2018

Pooled Banks

Highlands Community Bank	Covington, VA
HomeTown Bank	Roanoke, VA
HomeTrust Bank	Asheville, NC
John Marshall Bank	Reston, VA
Lee Bank and Trust	Pennington Gap, VA
Mainstreet Bank	Herndon, VA
Miners Exchange Bank	Coeburn, VA
National Bank of Blacksburg	Blacksburg, VA
New Horizon Bank, N.A.	Powhatan, VA
New Peoples Bank, Inc.	Honaker, VA
Oak View National Bank	Warrenton, VA
Old Point National Bank	Hampton, VA
Pendleton Community Bank	Franklin, WV
Peoples Bank of Ewing	Rose Hill, VA
Peoples Community Bank of Montross	Montross, VA
Pinnacle Bank	Nashville, TN
Pioneer Bank	Stanley, VA
PNC Bank, N.A.	Pittsburgh, PA
Select Bank	Lynchburg, VA
Skyline National Bank	Independence, VA
Sonabank	Warrenton, VA
Southern Bank and Trust	Mount Olive, NC
Summit Community Bank	Moorefield, WV
Surrey Bank & Trust	Mount Airy, NC
Towne Bank	Suffolk, VA
Union Bank & Trust	Ruther Glen, VA
VCC Bank	Christiansburg, VA
Virginia Commonwealth Bank	Petersburg, VA
Virginia Community Bank	Louisa, VA
Virginia National Bank	Charlottesville, VA
Virginia Partners Bank	Fredericksburg, VA

**AN ORDINANCE TO VACATE AN UNBUILT ROAD STUB
BEGINNING AT THE CORNER OF WALNUT LANE AND MASSIE
STREET, EXTENDING EASTWARD TOWARDS INTERSTATE 81
CONSISTING OF APPROXIMATELY 0.20 ACRES WITHIN
THE TOWN OF STEPHENS CITY, VIRGINIA**

The Town acquired certain real estate by deed of dedication dated _____ of Record in the Frederick County Circuit Court Clerk's office as instrument No. 1 _____. The owner of the surrounding property, South Frederick Development and pursuant to their request, this unbuilt roadway is to be vacated and declared surplus property and posted for public sale.

BE IT ENACTED AND ORDAINED BY THE COMMON COUNCIL OF THE TOWN OF STEPHENS CITY, VIRGINIA THAT following a public hearing and the requisite notice and advertising, the Town hereby vacates the unbuilt public street stub beginning at the corner of Walnut Lane and Massie Street, extending eastward toward Interstate 81, consisting of approximately 0.20 acres, as shown on the attached plat of Tim Stowe of Stowe Engineering, PLC dated _____ and abandons this as public right of way and hereby declares the property surplus and directs that following advertisement for the sale of the property the Council may accept and open bids and accept or reject any bids requesting the purchase of the property from the Town.

Following a first and second reading, this ordinance shall be in force from its passage.

PASSED by the Town Council of the Town of Stephens City, Virginia, and
APPROVED by the Mayor on the _____ day of _____, 2018.

Mike Grim, Mayor
TOWN OF STEPHENS CITY, VIRGINIA

ATTEST:

Michele Stone, TOWN CLERK

Vote: Y= Yes N= No A= Abstain

Ronald L. Bowers

Regina Swygert-Smith

Joseph Hollis

Linden A. Fravel, Jr.

Jason Nauman

Kelly Thatcher

May 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 TOWN COUNCIL 7:00 PM	2	3	4 Apple Blossom Office Closed	5
6	7	8 Personnel 4:30 pm	9	10	11	12
13	14	15 HPC Meeting 5:00 pm	16 Public Works Water/Sewer 4:30 pm	17 NHF Committee 7:15 pm	18	19
20	21	22	23 Finance 4:00 pm	24 Public Safety 5:00 pm NHF Committee 7:15 PM	25 26 th Newtown Heritage Festival	26 26 th Newtown Heritage Festival
27	28 Memorial Day Office Closed Parks & Recreation 5:30pm	29 Planning Commission 7:30 pm	30	31		

June 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 TOWN COUNCIL 7:00 PM	6	7	8	9
10	11	12 Personnel 4:30 pm	13	14	15	16
17	18	19 HPC Meeting 5:00 pm	20 Public Works Water/Sewer 4:30 pm	21 NHF Committee 7:15 pm	22	23
24	25 Parks & Rec 5:30 pm	26 Planning Commission 7:30 pm	27 Finance 4:00 pm	28 Public Safety 5:00 pm	29	30