

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, April 5, 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, Councilman Fravel, Councilwoman Smith, Councilwoman Stevens, Councilwoman Swygert-Smith

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

Guests: Steve, Stephanie, Nathan and David Short-Community Garden

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. Jim Vogt said that Eli was here to observe and later ask questions. He stated that this is a requirement to earn a Scout badge.

MINUTES – REGULAR MEETING OF MARCH 1, 2022

Vice-Mayor Fravel moved for approval of the minutes of the regular Town Council Meeting for March 1, 2022. The Motion carried with the following VOTE:

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

TREASURER’S REPORT – Report attached

Town Treasurer Steve Rickards reported that March had been a phenomenal month ending with a strong net. He credited this largely to the business licenses being renewed. The amount collected has been higher than had been estimated. He informed Council that water bills were due yesterday.

POLICE REPORT – Report attached

Chief Copp stated that it had been a busy month due in part to longer daylight hours. He wanted to remind everyone that there would be a community Easter egg hunt at the commons and his department would be helping out. He stated that plans were being made for the festival and what that entailed for the officers. He said that the new body cameras had come in and that this was included in the contract with the company. Councilwoman Swygert-Smith commented on how nice the new letterhead the department is using looks.

SCVFD REPORT- Report attached

Chief Vaught read his report. He thanked everyone that showed up for Easter Bunny breakfast. He said there was a great turn out with great food and good fellowship.

ACTION AGENDA

Schedule public hearing on appropriation of funds and for FY22-23 Municipal Budget

It was decided that the Public Hearing for FY22-23 Municipal Budget would be held on May 3rd at the regularly scheduled Council meeting at 6 pm.

Recognition of outstanding achievement by Keegan Judd

The Town of Stephens City would like to acknowledge the outstanding achievement by Keegan Judd. Keegan, a junior at Sherando High School, won the State Championship in the 145 lb. category. Congratulations, Keegan!

Recognition of outstanding achievement by Garland Williams

The Town of Stephens City would like to acknowledge the outstanding achievement by Garland Williams. Garland, a teacher and coach at Sherando High School was named Basketball Coach of the year for Frederick County. Congratulations, Garland!

COMMITTEE REPORTS

A. Finance Committee - Linden A. Fravel, Chair

Meeting: Chairman Fravel stated that the committee had some questions for the Police Department. A meeting was scheduled for April 27th at 6pm to discuss with the department their requested budget.

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

Meeting: Chairwoman Smith stated that the Treasurer had addressed the committee about the water and sewer rates. He explained that the Town had not raised the rates for a few years and the amount brought in at the rate charged now was barely keeping that department afloat. He showed comparisons to other jurisdictions. He put forth four different scenarios and the Chair stated that it was the recommendation of the committee to go with schedule 3. A public hearing to increase the rate will be held May 3rd.

The Chair informed council that the Town had a surplus vehicle. The Town Manager explained that this was the truck that was ordered almost a year ago and had just arrived. The Town needed a truck and when a different one was found and was available it was decided to purchase it. The need for the originally ordered truck was no longer there. The surplus truck being high in demand could be sold at cost or slightly above. Chairwoman Smith made the Motion to declare the Ford Maverick a surplus vehicle go out to bid with any profit going to escrow to be used when the Town needed a new vehicle for Public Works. The Motion passed with the following VOTE:

Bowers- Aye

L. Fravel-Aye

P. Fravel-Aye
Stevens- Aye

Smith-Aye
Swygert-Smith-Aye

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

No Meeting: No Comments

F. Parks and Recreation Commission - Tina Stevens, Chair

No Meeting: Nathan Short gave an update on his Eagle Scout project. He showed pictures to Council of the building and finishing of the raised beds for the Community Garden.

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

No Meeting: Town Manager Mike Majher informed council that we had received the plans for the Solar Farm.

H. Newtown Heritage Festival Committee

Meeting: Mayor Diaz said that the committee was working hard on finalizing all the plans.

APPROVAL OF COMMITTEE MINUTES AND REPORTS

No Meetings: No Minutes

TOWN MANAGERS REPORT

Town Manager Mike Majher reported:

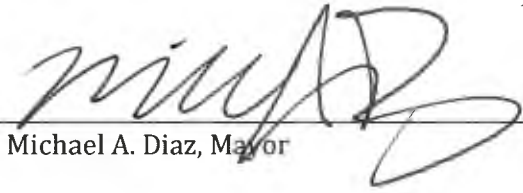
1. That the High Point Diner would be reopening on Friday. There will be a ribbon cutting ceremony at 10 am.
2. Water bills were due yesterday. If you forgot you are late.
3. Tax season is upon us, and we will start working on those once we receive the book from the Commissioner of the Revenue. The book will not be available until the Frederick County Board of Supervisors vote and pass the Budget and tax rate on April 13th.
4. There is lots of development on the horizon and we will be scheduling a Planning meeting soon.
5. Still working on the Budget.
6. A sample of the Veteran's Banner should be coming soon, and we would like to have applications ready to be available at the Heritage Festival.
7. There will be a Transit study with Winchester to see if bus services should include Stephens City.
8. Don't forget the Easter Egg hunt at the Commons this Saturday.
9. The school loan has been approved!!!!

COUNCIL COMMENTS/CALENDAR

Councilwoman Smith talked about the non-profit that she is involved with. No One Left Behind was founded in 2014. It is the oldest charitable organization focused specifically on supporting former interpreters and U.S. Government employees. The organization helps to bring families to the United States. Councilwoman Smith has wanted to host a family since she got involved with the organization and she said once her tenant moved, she knew it was time. She will be hosting a family from Afghanistan. It is a family of four. The mom was an interpreter for the United States.

Mayor Diaz then asked if there were any other comments or if there were any changes to the calendar. There were none.

There being no further business, Vice-Mayor Fravel made a motion to adjourn at 6:32 pm and the motion carried unanimously.



Michael A. Diaz, Mayor

Kelly Thatcher, Town Clerk