

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, MAY 4, 2021
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 Stevens-remotely,
Councilwoman Swygert-Smith

Staff present: Mike Majher, Town Manager; Kelly Thatcher, Deputy Town Clerk; Dave Griffin, Town Attorney;
Steve Rickards, Town Treasurer; Bill Copp, Police Chief; Timothy Vaught, Fire Chief; Bret Swain, Public
Works

Guests: Josh Janney, Winchester Star, Mariah Smith

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. There were no comments.

MINUTES – REGULAR MEETING OF APRIL 6, 2021

Councilwoman Swygert-Smith moved for approval of the minutes of the regular Town Council Meeting of April 6, 2021. The Motion carried with the following VOTE:

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

TREASURER’S REPORT – Report attached

Town Treasurer Steve Rickards wanted to highlight that this was the 5th best month the Town has had. He was pleased at how well the Town had done at weathering the COVID storm. He pointed out that he had included a line growth chart in his report to show how the revenue has stayed steady.

POLICE REPORT – Report attached

Chief Copp reported that Jason Nauman would be graduating from the Academy on May 19th and that Officer James was preparing to do Officer Nauman’s Field Training. He stated that the Department is accepting applications. Chief Copp wanted Council to know that he thinks the white X on Fairfax and Mulberry seems to be working. A discussion was had on possibly getting VDOT to put the crosswalk back at Clem’s.

SCVFD REPORT- Report attached

Chief Vaught read his report.

ACTION AGENDA

Schedule Public Hearing for Tax Rate Increase for Real Estate and Business License

Town Manager Mike Majher informed Council that there would need to be a Public Hearing to increase the tax rate. He explained that the utility tax that was implemented last year did not perform as well as expected.

After looking at the budget it is proposed that there be a 1 cent increase on Real Estate and a 1 cent increase on Business tax with a minimum of \$20.00. The Public Hearing was scheduled for May 25th at 7:00 pm

Schedule Public Hearing for Proposed Budget

The Public Hearing was scheduled for May 25th at 7:00 pm.

Schedule Public Hearing for Ordinance to Amend Chapter 22

The Public Hearing was scheduled for May 25th at 7:00 pm.

COMMITTEE REPORTS

A. Finance Committee – Linden Fravel, Chair

Meeting: Vice-Mayor Fravel commented that the Committee was in favor of the increases on Real Estate and Business License tax.

B. Personnel Committee-Pete Fravel, Chair

No Meeting: No Comments

C. Public Safety Committee -Ron Bowers, Chair

Meeting: Chief Vaught informed Council that the fire department would like to purchase a replacement ladder truck. The cost of the truck will be 1.6 million and they are seeking outside funding. Councilman Bowers made a Motion to allow the Fire Department to move forward with replacing the ladder truck. The Motion carried with the following VOTE:

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

D. Public Works Committee –Julia Young Chair

Meeting: Town Manager Mike Majher let Council know that Public Works has been working on making repairs on valves. He said that on May 18th sewage flow meters would be installed, which will track sewage flow.

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

Meeting: Vice-Mayor Fravel let Council know that Byron Smith had come to the meeting to discuss acquiring a building to store and showcase artifacts and that it was recommend by Commission to look into different possibilities.

H. Newtown Heritage Festival Committee

Meeting: Mayor Diaz reported that plans for the Memorial were in place. He stated that even though the Festival was cancelled there were virtual events that will be happening. Town Clerk Kelly Thatcher informed

Council that Michelle Ritter had come into the office. Michelle usually runs the pageant to Crown the Newtown Queens. This year since the festival was cancelled, she wanted to do something to help the Committee to still raise funds. Michelle came up with an online photo contest with ten categories. The contest raised \$1675.55. There will be a crowning of the winners on Saturday May 22nd at 10:00 am.

Town Attorney Dave Griffin addressed Council asking the Chairs of the committees to please contact him after meetings when there are actions that he needs to attend to.

He also presented Public Hearing Operational Guidelines that he would like for Council to adopt.

Vice-Mayor Fravel made the Motion to adopt those guidelines. The Motion carried with the following VOTE:

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

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
P. Fravel-Aye	Swygert-Smith-Aye
Stevens-Aye	Young-Absent

TOWN MANAGERS REPORT

Town Manager Mike Majher reported:

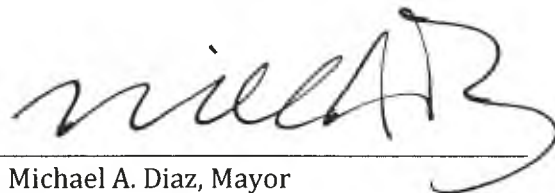
1. Water bills have been mailed and are due June 5th.
2. The Tax Book had been received from Frederick County and the tax bills will go out by the end of the month.
3. Water/sewer repairs will be scheduled at night.

Vice-Mayor Fravel asked how many people we have had sign up for the emergency text system. Mr. Majher said that so far we have 87 participants.

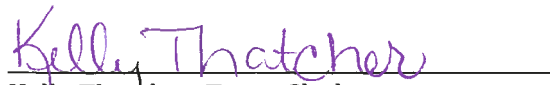
COUNCIL COMMENTS/CALENDAR

Mayor Diaz asked if Council wanted Planning to move forward with the EDA. Vice-Mayor Fravel suggested that there be a work session with planning and council be scheduled to address this.

There being no further business, Vice-Mayor Fravel made a motion to adjourn at 6:39 pm and the motion carried unanimously.



Michael A. Diaz, Mayor



Kelly Thatcher, Town Clerk