

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, JUNE 6, 2023
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 Fravel, Councilwoman Smith, Councilwoman Stevens, Councilwoman Swygert-Smith

Staff present:

Mike Majher, Town Manager; Kelly Thatcher, Town Clerk; Steve Rickards, Town Treasurer; Dave Griffin, Town Attorney; Bill Copp, Police Chief; Timothy Vaught, Fire Chief; Chris James, Police Sergeant

Guests:

Marshall Werner, Newtown Landing; Jim McIntyre, Winchester Star; Melba Thorne, Capon Valley Bank; Dustin Puerta, Mountain Valley Estates; Woody Woodruff, Mountain Valley Estates; Maddison Udy, SCVFR

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. Melba Thorne from Capon Valley Bank stated that she had talked to Councilwoman Smith about sponsoring an event for Veterans, a Veteran's Day Out. The bank would sponsor and have it on their property. She came to Council to toss a few ideas out and see if it was something that Council would like to happen. Some of the different ideas were a motorcycle show, food vendors, Vet owned business vendors and raffles. Any money would go to a nonprofit that helps veterans. Council thought it was a good idea. Dustin Puerto came to discuss the water usage in town. He stated that he had been in front of Council last year and just wanted an update on if the Town was getting near the threshold of the allowable usage for the Town and if there had been any more talk on what solutions there were for the future. He also wanted to discuss that he and other residents in Mountain Valley Estates were having issues with the water pressure and that other residents had been experiencing the same thing.

MINUTES – Regular Meeting May 2, 2023 and Special Meeting May 16, 2023

Councilwoman Swygert-Smith moved for approval of the minutes of the Regular Town Council Meeting of May 2, 2023 and Special Meeting of May 16, 2023. The Motion carried with the following VOTE:

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

TREASURER'S REPORT – Report attached

Town Treasurer Steve Rickards stated that it had been a robust month and that we are now close to

the end of the fiscal year. The tax books arrived on the 25th of May and were sent to Southern Software for the conversion. We should have them back the week of the 9th.

POLICE REPORT – Report attached

Chief Copp asked if there were any questions about the report. Chief Copp stated that the Department had been very busy, in fact had been quite robust. Cody graduated and is now in field training with Sergeant James. The festival went well with no incidents. The Chief stated that he has been keeping in contact with Mrs. Bowers and Mr. Bowers has been moved to Envoy. He informed council that National Night Out will be held on August 1st.

SCVFD REPORT- Report attached

Chief Vaught read his report. Maddison Udy was present at the meeting and Chief Vaught did her helmet presentation for her firefighter 1 completion. He stated that the chicken BBQ was a huge success and they had to go out during it to purchase more chicken.

ACTION AGENDA

1st reading FYE 2024 Budget and Appropriation of Funds

Mayor Diaz asked the Clerk to do the 1st reading by title only. The Clerk read, "An ordinance appropriating funds to be expended as set forth in the budget for the fiscal year beginning July1, 2023 and ending June 30, 2024." Vice-Mayor Fravel made the Motion to approve the 1st reading. The Motion carried with the following VOTE:

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

Resolution of Appreciation for Clem's Garage

Mayor Diaz asked the Clerk to read the Resolution of Appreciation for Clem's Garage. Resolution is attached. Councilor Swygert-Smith made the Motion to approve the Resolution. The Motion carried with the following VOTE:

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

Resolution of Appreciation for Stir Krazy Kettle Korn

Mayor Diaz asked the Clerk to read the Resolution of Appreciation for Stir Krazy Kettle Korn. Resolution is attached. Councilor Stevens made the Motion to approve the Resolution. The Motion carried with the following VOTE:

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

Sherando High School Resolution

Mayor Diaz asked the Vice-Mayor to read the Resolution of Concern. Resolution is attached. Vice-Mayor made the Motion to approve the Resolution. The Motion carried with the following VOTE:

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

After the Motion was carried it was discussed and it was decided that copies needed to be sent to the Band Director, Principal and School Board.

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

Meeting: Minutes were discussed.

H. Newtown Heritage Festival Committee

Meeting: Marshall Werner, a member of the committee, informed Council that The Newtown Heritage Festival went well. There were a few glitches that were quickly taken care of. The Committee will meet in July and go over all the pros and cons to continue to better the event.

TOWN MANAGERS REPORT

Town Manager Mike Majher reported:

1. The Festival turned out great. The Memorial Service was highly attended as was the car show.
2. The fireworks were the best we have ever had. We have received many compliments. A big Thank You to Clem's and also to the Fire Marshall, Steve Ritter.
3. We will talk to Frederick County about the water pressure to try to pinpoint the problem and find a solution.

4. RFP's will be going out in July. Applicants will attend a planning meeting to have a dialog before being chosen.
5. Taxes will be going out the week of the 14th.

CLERK'S REPORT

Town Clerk wanted to Congratulate Cody on his graduation. She noted that the first payment for the low-income program had come in. There had been many compliments on the new planters and the Town Clerk wanted to give a big shout out to Carole Miernik for the painted pots and to Beth Fravel Lehman for her willingness to pick out and help plant all the flowers. The Town Clerk requested that the August Council meeting be held a week later so that council and staff could participate in National Night Out.

Councilor Swygert-Smith made the Motion to change the August Town Council Meeting from the 1st to the 8th. he Motion carried with the following VOTE:

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

COUNCIL COMMENTS/CALENDAR

Mayor Diaz asked if there were any council comments or changes to the calendar, there were none.

There being no further business, Vice-Mayor Fravel made a motion to adjourn at 7:08 pm and the motion was carried unanimously.

Michael A. Diaz, Mayor

Kelly Thatcher, Town Clerk