

**REGULAR MONTHLY MEETING  
OF THE STEPHENS CITY TOWN COUNCIL  
TUESDAY, JUNE 7, 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; William Copp, Police Chief; Timothy Vaught, Fire Chief

**PUBLIC COMMENT**

Mayor Diaz asked if anyone from the public had comments. Branda Harbert, Pittman Court, Stephens Landing, addressed council. Branda came to the meeting to address her concerns about the traffic in Stephens City. She stated that it has increasingly gotten worse and it has become quite dangerous. She stated that school buses have now started getting onto 81 to avoid the intersection of Main and Fairfax. This has become necessary because of the tight schedule they are on and trying to get the children to school on time. She also noted that too many drivers are blocking the intersection, so that when the light does change no one can move. She feels that it is just a matter of time before someone gets hurt.

**MINUTES – REGULAR MEETING OF MAY 3, 2022 AND SPECIAL MEETING OF MAY 17, 2022**

Councilman Swygert-Smith moved for approval of the minutes of the regular Town Council Meeting of May 3, 2022 and special meeting of May 17, 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 May had been the strongest May we have had in years. The Town had received the largest sales tax check from Frederick County we have ever had. This is the last month of the fiscal year and we are doing great. He noted that water bills were due. He also said that tax bills had been emailed to the mortgage companies and the physical bills would be mailed this week.

**POLICE REPORT – Report attached**

Chief Copp stated that the festival had gone off without a hitch. He wanted to give a huge thank you to Sgt. James who had coordinated all of the help and who worked on his days off to insure everything went smoothly.

**SCVFD REPORT- Report attached**

Chief Vaught read his report. He stated that it had been a very busy month. He wanted to thank everyone for once again making the chicken dinner a success.

**ACTION AGENDA**

No actions to be taken.

**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: Vice-Mayor Fravel stated that an applicant had come in wanting to subdivide their property but after discussions with the Committee realized that there was no need for the Commission's approval.

**H. Newtown Heritage Festival Committee**

Meeting: Mayor Diaz wanted to thank everyone that made this year's festival a huge success.

**APPROVAL OF COMMITTEE MINUTES AND REPORTS**

Councilwoman Swygert-Smith made the Motion to approve the Minutes and Reports. The Motion carried with the following VOTE:

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

**TOWN MANAGERS REPORT**

Town Manager Mike Majher reported:

1. Thank you all for making the festival a great success. Between the efforts of the committee, the Public Works Department, the Police Department and the numerous volunteers, it was by far the smoothest running one yet.
2. There will be a Planning Commission meeting this month. Torch Energy will be presenting the Solar plans.
3. West Wynd is underway and have submitted their amended plans.
4. We are awaiting all the comments from the different agencies on the redesign of the development on the north end.
5. It has been a busy month with festival preparations, water bills due and working on the tax bills.
6. There is only one more month left of the fiscal year and it has been a robust year.

#### **COUNCIL COMMENTS/CALENDAR**

Mayor Diaz asked if there were any comments or if there were any changes to the calendar. Town Clerk Thatcher wanted to give a shout out to all the work that Michele Ritter does for the Festival and the Town. Michele oversees the Newtown Pageant, she has overseen this for many years, even holding it online when the festival was cancelled because of COVID. This year the contestants raised \$2453.78 for the community garden and \$3267.50 for the festival committee. This was her last year; she will be missed.


Town Manager Majher asked council to change the Planning Commission meeting from June 28<sup>th</sup> to the 21<sup>st</sup>. Chairman Fravel saw no reason why it couldn't be changed, as long as there were enough members to make a quorum.

Mayor Diaz asked that a Town Clerk's report be added to the agenda.

There being no further business, Vice-Mayor Fravel made a motion to adjourn at 6:30 pm and the motion carried unanimously.



Michael A. Diaz, Mayor



Kelly Thatcher  
Kelly Thatcher/Town Clerk