

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

Remote:

Steve Rickards, Town Treasurer

Guests:

Michele Johnson, Bridgewater Dr.; Ashley Moslak, Ayrshire Ct.; Brandi Cowden, Laredo Ct.

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. There were none.

MINUTES - REGULAR MEETING OF JUNE 7, 2022

Vice-Mayor Fravel moved for approval of the minutes of the regular Town Council Meeting of June 7, 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 the Fiscal year ended on a good note and that he would have the end of year report at the August meeting. He stated that the Real Estate taxes and decal fees were steadily coming in. He also stated that Utility bills would be going out late due to a software issue that was not allowing the emails to go out.

POLICE REPORT - Report attached

Chief Copp informed Council that this year's National Night will be held on August 8th from 6 to 9 at Laurel Ridge Community College. He also stated that the Department would be helping Middletown out during their 4th of July Parade.

SCVFD REPORT- Report attached

Chief Vaught read his report.

ACTION AGENDA

Sherando Homecoming requests

Michele, Ashley and Brandi, representing the Sherando Warrior boosters, came to request having the Sherando Homecoming Parade on Thursday September 15th at 6pm. They also would like to use the Commons after the parade. Councilwoman Swygert-Smith made the Motion to allow Sherando to hold their Homecoming Parade and use the Commons on Thursday September 15th. The Motion carried with the following VOTE:

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

Concept Plan Amendment Valley Pike subdivision

Vice-Mayor Fravel made a Motion, on recommendation from the Planning Commission to accept the amendment on the concept plan for the Valley Pike Subdivision. He stated that it was a conceptional redesign from the plans submitted in 2008. He also stated that the site plans were in the works and that this was only a Motion to accept the concept plan amendment. The Motion carried with the following VOTE:

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

Torch Energy Solar Project Site Plan

Vice-Mayor Fravel told Council that the Planning Commission was willing to approve the plans that Torch had submitted as long as it was known that the Town owns the right of ways known as Deer Lane and Turkey Lane. He also stated that there would need to be a public hearing before the plans can be approved and that the cost incurred by the town be reimbursed by the applicant. Vice-Mayor Fravel made the Motion to have a Public Hearing. The Motion carried with the following VOTE:

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

Clearing of uncollectable taxes

Treasurer Rickards requested that council clear the books of the taxes from 2016. These taxes are Real Estate and personal property taxes that are delinquent by 5 years and are therefore unenforceable. Councilwoman Swygert-Smith made the Motion to pass the Resolution to charge off the tax record the delinquent taxes for tax year 2016. The Motion passed with the following VOTE:

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

Scheduling of referendum to finance Stephens City School Project

Town Lawyer explained to Council that the USDA is requiring the Town to hold a referendum before they will move forward on the school loan. He explained that the citizens of Stephens City will need to vote on this on Election Day. He stated that there needs to be a motion from council to

hold the referendum. Councilman Bowers made the Motion to have the Town hold a referendum at the elections in November. The Motion carried with the following VOTE:

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

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 Torch had come to present their site plan for the solar farm.

H. Newtown Heritage Festival Committee

Meeting: Mayor Diaz stated that the Committee discussed the things that worked and those that did not at this year's festival. They are eager to start planning next year's event.

APPROVAL OF COMMITTEE MINUTES AND REPORTS

Councilman Bowers 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. We are officially at the start of a New Fiscal Year.
2. A big thank you to Town Clerk Kelly Thatcher for holding down the fort while Steve and I were out.
3. Tax bills are due July 15.
4. Meter heads have been ordered and there will need to be water guards for all the manholes.
5. Smoke testing will be happening next month.
6. Decals will be changing to the electrostatic type and those will be ordered soon.
7. Planning Commission will need to meet this month.

CLERK'S REPORT

Town Clerk Kelly Thatcher asked council if the utility payment due date could be moved out 2 weeks due the bills not going out in a timely manner. Councilwoman Swygert-Smith made the Motion to move the utility bill due date from August 1st to August 15th. The Motion carried with the following VOTE:

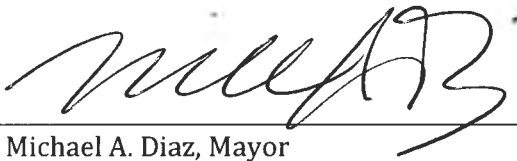
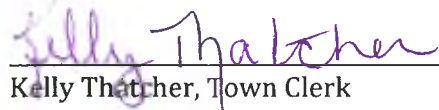
Bowers- Aye	L. Fravel-Aye
P. Fravel-Aye	Smith-Aye
Stevens- Aye	Swygert-Smith-Aye

COUNCIL COMMENTS/CALENDAR

Mayor Diaz informed council that he had gotten a complaint from a citizen about all the construction traffic on Massie Street. He asked staff if they could make a request to the developers to use Walnut instead of Massie.

Mayor Diaz said that a donor was still needed for the July 29th Movie on Main. The movie being shown will be National Treasure and the cost will be \$700.

Mayor Diaz asked if there were any comments or if there were any changes to the calendar. There being no further business, Vice-Mayor Fravel made a motion to adjourn at 6:44 pm and the motion carried unanimously.


Michael A. Diaz, Mayor
Kelly Thatcher, Town Clerk