

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, JULY 10, 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, 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; Lisa Slaughter, Warrior Club; Yaron Linett, Valley Pike

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. Marshall Werner asked if the town would be getting recycling and Town Manager Majher let him know that next year trash service would be going out to bid and that it is our hope to be able to bring recycling back to town.

MINUTES – Regular Meeting OF JUNE 6, 2023 AND SPECIAL MEETING OF JUNE 20, 2023

Councilwoman Swygert-Smith moved for approval of the minutes of the Regular Town Council Meeting of June 6, 2023 and Special Meeting of June 20, 2023 with the corrections that were discussed. The Motion carried with the following VOTE:

Bowers- Absent
P. Fravel-Aye
Stevens- Aye

L. Fravel-Absent
Smith-Aye
Swygert-Smith-Aye

TREASURER’S REPORT – Report attached

Town Treasurer Steve Rickards stated that the Month of June had been one of the best month’s ever and this was the strongest fiscal year the town has seen. He let council know that he would have his end of the year report at the next scheduled council meeting.

POLICE REPORT – Report attached

Chief Copp asked if there were any questions about the report. He stated that he had been on vacation and was sorry that he had missed the Middletown parade but was pleased that the guys had done a great job. He let council know that National Night out would be on August 1 from 6 to 9. Councilman Fravel asked how Officer Arbogast was doing, Chief Copp said he was doing an excellent job and that he would be spending some time next week with the Sheriff’s office so he can be exposed to different situations that don’t normally occur here in town. He would then have a week or so of independent patrol with close supervision. After that he will be ready to go.

SCVFD REPORT- Report attached

Chief Vaught read his report. He stated that because the grant bid was unsuccessful, they were working through other ways to finance a new transport unit. He was quite pleased with the recent Boot Drive, \$3000 was collected.

ACTION AGENDA

Correction of council meeting minutes

Mayor Diaz asked the Town Attorney to explain the corrections to council. He explained that due to computer server crashes there had been some omissions to the March and April minutes. The minutes needed to reflect the special meeting, public hearing and the vote to vacate the unbuilt roadway stub known as Newtown Street. Councilwoman Stevens motioned to amend the March and April 2023 minutes. The Motion carried with the following VOTE:

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

Proposal for sale of vacated right of way known as Newtown Street

Mayor Diaz asked the Town Manager to explain the sale. Mike Majher explained that after a lot of back and forth with Mr. Wright and with the commissioner's assessment a sale price of \$10,000 of the property was agreed upon. Councilor Swygert-Smith made the Motion to approve the sale of the vacated right of way known as Newtown Street for \$10,000. The Motion carried with the following VOTE:

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

Resolution to appoint David Griffin as Zoning Administrator and Mike Majher as Deputy Zoning Administrator

Mayor Diaz stated that before David Griffin could make zoning decisions council would need to appoint him Zoning Administrator and would also have to appoint Mike Majher Deputy Zoning administrator. Councilor Fravel made the Motion to approve the Resolution to appoint Dave Griffin and Mike Majher. The Motion carried with the following VOTE:

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

Sherando High School Homecoming Parade

Mayor Diaz invited Lisa Slaughter to address council and make her request for the Homecoming Parade. Lisa let council know that they had changed the day of the week for the parade and would like to hold it on Wednesday September 27th. Council wanted it to be known that while they approve of the Warrior Club they do not approve of the Sherando Band and their lack of participation in Town events. Councilor Swygert-Smith made the Motion to approve the September 27th date for the parade. The Motion carried with the following VOTE:

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

Appointment of Marshall Werner to Planning Commission

Mayor Diaz asked if everyone had looked at the resume and if they had, would someone make the Motion. Councilor Swygert-Smith made the Motion to appoint Marshall Werner to Planning Commission. The Motion carried with the following VOTE:

Bowers- Absent	L. Fravel-Absent
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: Minutes were discussed.

H. Newtown Heritage Festival Committee

No Meeting: No Comment

TOWN MANAGERS REPORT

Town Manager Mike Majher reported:

1. If you have not done it yet you have four days to pay your taxes.
2. Having Dave in the office has been a big help and we have kept him busy.
3. We went to a zoning training in Charlottesville. It was nice getting to meet and talk with other zoning administrators.
4. Staff had a meeting with the engineers. Once the plans have been updated and given to us we will be able to go out to bid.
5. There will be an HPC meeting this month.

Councilor Fravel asked how our numbers look with all the new houses. Mike said the numbers have been good, but the odd thing is that while our water usage is up the sewage is down.

CLERK'S REPORT

Town Clerk wanted to thank council for approving a full-time office assistant in the budget. It has helped immensely. She also gave an update on upcoming businesses. Handy Mart will be leaving and Paco's Taco will be taking over. The Hispanic grocery store will be an El Salvadorian restaurant called Flaka's. Mel of Mel's Barbershop had to sell her business and has sold it. It will be TK Studio.

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 6:34 pm and the motion was carried unanimously.

Michael A. Diaz, Mayor

Kelly Thatcher, Town Clerk