

**REGULAR MONTHLY MEETING  
OF THE STEPHENS CITY TOWN COUNCIL  
TUESDAY, August 6, 2019  
5:00 PM**

Mayor Diaz called the meeting to order at 5:00 pm and led the Pledge of Allegiance.

Councilor Swygert-Smith offered the Invocation and was followed by a moment of silence.

Roll was called with the following members present:

Mayor Michael Diaz, Councilman Bowers, Councilman Linden Fravel Jr., Councilman Joseph Hollis,  
Councilwoman Regina Swygert-Smith

Absent: Vice Mayor Nauman

Staff present: Mike Majher, Town Manager; Steve Rickards, Town Treasurer; Kelly Thatcher, Deputy Town Clerk

Absent: J. David Griffin, Town Attorney, Charles Bockey Jr. Chief of Police

Guests: Hailey Costello Sherando High School, Maddy Woolever Sherando High School, Steve Happek Stephens City, Pete Fravel Stephens City, Patrick Sowers, Josh Janey Winchester Star

**PUBLIC COMMENT**

Mayor Diaz asked if anyone from the public had any comments. Hailey Costello and Maddy Woolever from Sherando FCEA proposed a family movie night to be held on October 26<sup>th</sup> from 6-10 at the Commons.

**MINUTES – REGULAR MEETING OF JUNE 4, 2019**

Councilman Fravel moved for approval of the minutes of the regular Town Council Meeting of July 2, 2019. The Motion carried with the following Recorded VOTE:

Aye - Bowers, Fravel, Hollis, Swygert-Smith

Nay - None

Abstain - None

Absent – Nauman

**TREASURER'S REPORT**

Treasurer Steve Rickards reported that the late notices for water and sewer had been sent out with a 10% late fee added. Next week late notices for taxes will be mailed out.

**POLICE REPORT – Charles Bockey Jr., Chief of Police**

Chief Bockey was not present. Mayor Diaz reminded everyone that National Night Out was being held tonight at LFCC.

**SCVFD REPORT- John Jones, Fire Chief**

Fire Chief John Jones was not present.

**COMMITTEE REPORTS**

**A. Finance Committee – Joseph Hollis, Chair**

Meeting: Minutes Attached- Chairman Hollis made a motion to write off the 2013 taxes that were not collected. Councilman Fravel seconded the motion. The motion carried with the following recorded VOTE:

Aye-Bowers, Fravel, Hollis, Swygert-Smith

Nay- None  
Abstain- None  
Absent- Nauman

**B. Personnel Committee –Ronald Bowers, Chair**

Meeting: No Comments

**C. Public Safety Committee –Jason Nauman, Chair**

No meeting: Mike Majher reported that this week curb painting will occur on Mulberry to make it No Parking.

**D. Public Works Committee –Butch Fravel, Chair**

Meeting: No Comments

**E. Ordinance and Governments Committee- Regina Swygert-Smith Chair**

No Meeting: No Comments

**F. Parks and Recreation Commission- Ronald Bowers, Chair**

No Meeting: Councilman Bowers asked Deputy Clerk Thatcher to poll the members on the proposal made by Hailey Costello and Maddy Woolever.

**G. Planning Commission- Linden A. Fravel Jr. Chair**

Meeting: Planning commission has recommended for approval of council a change to the development plan for a property owned by South Frederick LLC. The changes include the relocation of a sewer pump station and sanitary utility lines. This amendment will also allow the properties located along Rt. 11 better access to town sewer services should they choose to connect.

Councilman Fravel made a Motion to approve the amendment to the development plan. The Motion carried with the following recorded VOTE:

Aye- Bowers, Fravel, Hollis, Swygert-Smith  
Nay- None  
Abstain-None  
Absent- Nauman

Mr. Majher noted that there had been an inquiry regarding the possibility of utilizing the GEO Finishes building located at 5187 Main Street for automobile repairs. There has not been a formal submission to planning on this but it was also discussed at the meeting. Under current zoning this would require action from planning and council as it is not an available use under the ordinance.

Councilman Fravel made a Motion to appoint Steven Happek to the council seat vacated by Kelly Thatcher. The Motion carried with the following recorded VOTE:

Aye- Bowers, Fravel, Hollis, Swygert-Smith  
Nay- None  
Abstain-None  
Absent- Nauman

Councilman Hollis made a Motion to appoint Pete Fravel to the Planning Commission position vacated by Steven Happek.

The Motion carried with the following VOTE:

Aye- Bowers, Hollis, Swygert-Smith  
Nay- None  
Abstain- Fravel

Absent- Nauman

**H. Newtown Heritage Festival Committee**

Meeting: Mayor Diaz reported that the meeting was held at Tootie's and that things are getting underway for the 2020 Festival

**APPROVAL OF COMMITTEE MINUTES AND REPORTS**

Councilman Fravel made a Motion to approve the committee minutes, all were in favor.

**TOWN MANAGERS REPORT**

Town Manager Mike Majher gave the report.


1. Late notices have gone out and water cut offs will be next week.
2. Repair on Main Street that disrupted water service for about 40 minutes.
3. The yard waste site is still being worked on. It is open to the public and a key is not needed at this time.
4. Public works has been working on replacing the roof on the observation building at the old school.
5. There was a lot of tree damage and some structural damage from the last storm that went through.
6. Rappahannock has been and will continue trimming trees for the rest of this week.
7. At the next Public Works meeting the new drawings and plans of the old school will be presented.

**COUNCIL COMMENTS/CALENDAR**

Mayor Diaz asked if there were any adjustments to the calendar or Council Comments. Councilman Bowers cancelled the Parks and Rec meeting to be held on August 26<sup>th</sup>. Mayor Diaz and Councilwoman Swygert-Smith wanted to give a huge thank you to Public Works for all the hard work they did during and after the storm that swept through town.

There being no further business, Councilman Fravel Made a Motion to adjourn at 5:29 pm and the Motion carried unanimously.

  
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Michael A. Diaz, Mayor

  
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Kelly Thatcher, Deputy Town Clerk