

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, September 1, 2020
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 Nauman-remotely, Councilman Bowers, Councilman Fravel, Councilman Hollis-remotely, Councilwoman Stevens, Councilwoman Swygert-Smith-remotely

Staff present: Mike Majher, Town Manager; Kelly Thatcher, Deputy Town Clerk; Steve Rickards, Town Treasurer; Dave Griffin, Town Attorney; Timothy Vaught, Fire Chief, Steve Hawkins, Interim Police Chief

Guests: Josh Janney, Winchester Star; Bill, Scarlett and Katie Copp; Liz and Hudson Rickards; John, Cathy and Sophia Udy; John and Jackie Udy; Seth Thatcher

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. There were no comments from the public.

MINUTES – REGULAR MEETING OF July 7, 2020

Councilman Fravel moved for approval of the minutes of the regular Town Council Meeting of August 4, 2020. The Motion carried with the following VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

TREASURER’S REPORT – Report attached

Town Treasurer Steve Rickards reported that the Town ended the month on a very strong note, being one of the best we have had. Mr. Rickards requested that the 2014 taxes be abated. Councilor Hollis commented that the Town had not seen bank statements over a million dollars in a very long time. Mr. Rickards asked if it was possible to publish the names of delinquent taxpayers and to start putting liens on property. It was suggested that those issues needed to be brought up in finance to discuss possible options.

Councilman Fravel made a Motion to abate the 2014 delinquent taxes. The Motion passed with the following roll call VOTE:

Bowers-Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

POLICE REPORT – Report attached

Major Hawkins read his report. Major Hawkins wanted to commend Evelyn Partlow on all of her work behind the scenes to help in the running of the Police Department.

SCVFD REPORT- Timothy Vaught

Fire Chief Timothy Vaught first asked that the minutes be changed as there had been some names that were incorrect.

Councilman Fravel made the motion to approve the minutes as corrected. The Motion passed with the following VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

Fire Chief Vaught then read the monthly report. Chief Vaught made the presentation of the Joseph Hollis Award. He read the history and meaning of the challenge coin. He then presented the award to Captain John Udy for his actions on April 22 in Middletown on his role in saving a patient's life.

ACTION AGENDA

1ST & 2ND READING OF CHAPTER 23 FLOODPLAIN ORDINANCE AMENDMENTS

Mayor Diaz asked the Town Clerk to do the first reading of the Chapter 23 Floodplain Ordinance amendment by title only. Councilman Fravel made the Motion to adopt the first reading. The Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

Mayor Diaz asked the Town Clerk to do the second reading of the Chapter 23 Floodplain Ordinance amendment by title only. Councilman Fravel made the Motion to adopt the second reading. The Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

RESOLUTION OF APPRECIATION

Vice Mayor Nauman made the Motion to adopt a Resolution of Appreciation for former Middletown Councilman Daryl Terrill. The Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

RESOLUTION ON EQUAL PROTECTION AND EQUALITY

Councilwoman Stevens made a Motion to adopt a Resolution on Equal Protection and Equality. The Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

MOTION FOR CLOSED MEETING

Councilman Fravel made a motion to enter a closed meeting. I move that the Council of the Town of Stephens City enter closed session pursuant to Section 2.2-3711.A.1 of the Code of Virginia, as Amended, for the purpose of discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers. The Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

CERTIFICATION OF CLOSED MEETING

Councilman Fravel made a motion to exit and certify the closed meeting.

WHEREAS, the Council of the Town of Stephens City, Virginia has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this council that such Closed Meeting was conducted in conformity with Virginia Law,

NOW THEREFORE, BE IT RESOLVED that the council hereby certifies that, to the best of each member's knowledge, [i] only public business matter lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies, and [ii] only such public business matter as were identified in the motion convening the closed meeting were heard, discussed or considered by Council.

And the Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

Town Council entered Closed Session at 6:23 pm and came into Open Session at 6:32 pm.

APPOINTMENT OF CHIEF OF POLICE

Vice Mayor Nauman made the Motion to appoint William A. Copp to the position of Chief of Police for the Town of Stephens City. The Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

RESOLUTION OF BANKING DEPOSITS

Councilman Hollis made a Motion to adopt the Resolution on Banking Deposits for the Town of Stephens City. The Motion carried with the following roll call Vote:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

1ST & 2ND READING OF TECHNICAL AMENDMENT TO TAX ORDINANCE

Mayor Diaz asked the Town Manager to do the first reading of the Amendment to the Chapter 19 Taxation Ordinance by title only. Councilman Hollis made the Motion to adopt the first reading. The Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

Mayor Diaz asked the Town Manager to do the second reading of the Amendment to the Chapter 19 Taxation Ordinance by title only. Councilman Bowers made the Motion to adopt the second reading. The Motion carried with the following roll call VOTE:

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

COMMITTEE REPORTS

A. Finance Committee – Joseph Hollis, Chair

No Meeting: No Comments

B. Personnel Committee –Ronald Bowers, Chair

No Meeting: Chairman Bowers wanted to thank Mayor Diaz, Town Manager Majher and Vice Mayor Nauman for all their hard work during the long, slow process of hiring the new Police Chief.

C. Public Safety Committee –Jason Nauman, Chair

No Meeting: Vice Mayor Nauman stated that the members had been busy with the hiring process for Police Chief.

D. Public Works Committee –Tina Stevens, Chair

No Meeting: Councilor Stevens would like to have a meeting this month.

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

No Meeting: No Comments

F. Parks and Recreation Commission- Ronald Bowers, Chair

Meeting: Chairman Bowers stated that this meeting was a joint meeting with the Beautification committee. He said that Dee Williams from the Committee let the Commission know that there would be volunteers meeting to mulch the Commons and down at the schoolhouse. Chairman Bowers wanted to thank Gary Fletcher for the donation of an eagle to go on the Memorial.

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

No Meeting: No Comments

H. Newtown Heritage Festival Committee

No Meeting: No Comments

APPROVAL OF COMMITTEE MINUTES AND REPORTS

Councilor Fravel made a Motion to approve the committee minutes. The minutes were approved with the following Vote

Bowers- Aye	Fravel-Aye
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

TOWN MANAGERS REPORT

Town manager Mike Majher reported:

1. Brett and Rich have been very busy working on the cafeteria building so that it can be used for storage and as a pipefitting workshop.
2. The dead trees around the office have been cut down as they had a disease.
3. We now have a new copier that will make it a lot easier to get digitize old archived documents.
4. The Governor has extended the cut off date for utilities to September 15.
5. The accounts that are far in arrears will have a special note put into this month's bill.
6. It would be nice if the grass would stop growing. Our guys have not had a break all summer.

COUNCIL COMMENTS/CALENDAR

Mayor Diaz asked if VDOT had done anything about the stumps on Main Street. Mr. Majher said nothing had been done. The Mayor asked him to contact them about it. Mr. Majher gave an update on trash. Waste Management let the town Manager know that they would have the rest of the cans within the next two weeks. They have been informed that they couldn't start picking up trash before 7:00 am. Mayor Diaz asked Council if they had any comments or changes to the calendar. Councilman Hollis changed the date of the Finance meeting from the 23rd to the 30th.

There being no further business Councilman Fravel made a motion to adjourn at 6:51 pm and the motion carried unanimously.

Michael A. Diaz, Mayor

Kelly Thatcher, Deputy Town Clerk



08/01/2020 - 08/31/2020

REVENUE DESCRIPTION	AMOUNT
Cigarette Tax	\$ 12,825.00
Connection Fees	\$ 175.00
Restaurant Meals Tax	\$ 9,724.73
Lodging Tax	\$ 784.00
Zoning Permit Fees	\$ 100.00
Veterans Memorial	\$ 50.00
Newtown Heritage Merchandise	\$ 360.00
Fines, Forfeitures & Finger Prints	\$ 395.35
Consumption Tax	\$ 365.48
State Sales Tax	\$ 15,229.33
Utility - Electric	\$ 2,451.27
Utility - Natural Gas	\$ 1,307.41
Total	\$ 43,767.57

UTILITIES	
Water	\$ 13,293.88
Sewer	\$ 31,213.15
Penalty	\$ 1,441.79
PrePay	\$ 773.72
Reconnect Fee	\$ 100.00
Miscellaneous	\$ 66.58
Total	\$ 46,889.12

UTILITY DEPOSITS AND AVAILABILITY FEES (DEPOSITED IN ESCROW)	
Deposits	\$ 1,400.00
Avail. Fees Water	\$ 5,605.00
Avail. Fees Sewer	\$ 12,534.00
Total	\$ 19,539.00

TAXES

Real Estate Tax	
Principal Real	\$ 3,507.61
Total	\$ 3,507.61

Personal Property Tax	
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Principal Personal	\$ 396.44
Penalty Personal	\$ 25.66
Interest Personal	\$ 2.10
Decal Fee 1	\$ 600.00
Total	\$ 1,024.20

Business Licenses

10000 -- RETAIL SALES	\$ 39.00
10005 -- BUSINESS SERVICES	\$ 105.00
Total	\$ 144.00

Vehicle Decals

2ND QTR DISC	\$ 18.75
CAR TRUCK BUS	\$ 25.00
Total	\$ 43.75

Commonwealth of VA

PPTRA	\$ 30,884.36
Law Enforcement Grant	\$ 9,222.00
Communications Tax	\$ 1,874.07
Railroad Rolling Stock	\$ 3.65
FIRE DEPT FLOW THRU	\$ 10,000.00
Total	\$ 51,984.08

EXPENDITURES

Accounts Payable	\$ 69,532.35
Wages	\$ 18,749.08
VRS /ICMA	\$ 10,086.23
Total	\$ 98,367.66

Total Revenue	\$ 166,899.33
Total Expenditures	\$ 98,367.66
Total Net Position	\$ 68,531.67

Bank Balances as of 08/03/2020

Capon Valley Bank General Fund	455,866.51	RE Collections: 2018 - 99.14%	PP Collections: 2018 - 90.34%
Capon Valley Bank CIP	105,994.85		
Capon Valley Utility Deposit	140,759.18		
Capon Valley Utility Fund CIP	238,697.77	RE Collections: 2019 - 98.20%	PP Collections: 2019 - 88.76%
Capon Valley Bank Mulberry Account	2,165.64		
Capon Valley Mountain Valley Estate Bond	124,828.81		
BB&T General Reserve Fund	33,126.65	RE Collections: 2020 - 72.63%	PP Collections: 2020 - 96.30%
BB&T Utility Reserve Funds	19,808.01		Decal Collections: 2020 - 53.99%
BB&T Savings Account	9,564.46		
BB&T CD (Peter B. Stickley)	11,680.62	Total RE Collection: 94.93%	

Budget vs Actual

Town of Stephens City
 8/19/2020 8:59:00 AM
 Period Ending 6/30/2020
 31 UTILITY FUND

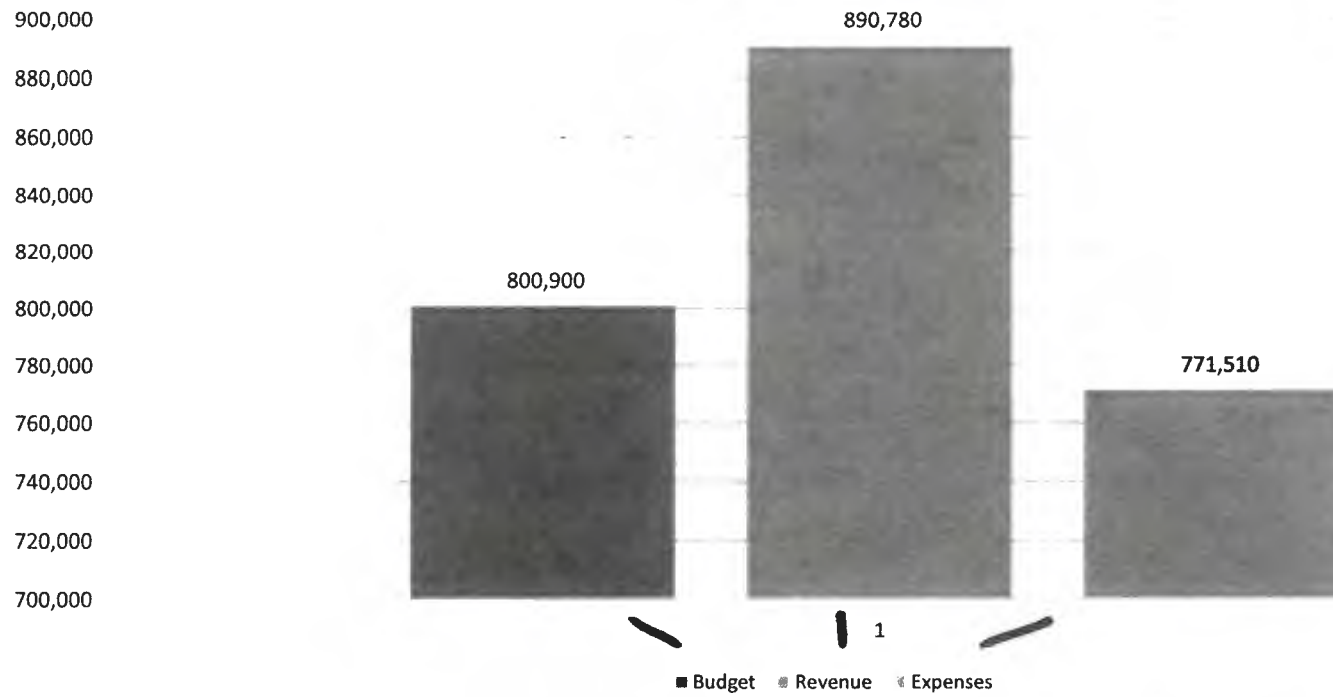
Description	Budget	MTD	QTD	YTD	Variance	Percent
Revenues						
31-3150-0100 Earned Interest	2,000	98	277	1,540	(460)	77%
31-3530-0100 SALE OF WATER	239,200	16,122	44,365	185,922	(53,278)	78%
31-3530-0200 SALE OF SEWER	538,200	35,970	101,195	415,174	(123,026)	77%
31-3530-0300 PENALTIES WATER	7,000	-	116	6,732	(268)	96%
31-3530-0500 AVAILABILITY FEE Sewer	-	5,605	44,840	91,004	91,004	
31-3530-0600 AVAILABILITY Water	-	12,534	100,272	181,081	181,081	
31-3530-0800 SERVICE FEES WATER	7,000	375	1,245	8,375	1,375	120%
31-3530-0801 Mail Surcharge	7,500	-	-	-	(7,500)	
31-3540-0200 MISCELLANEOUS INCOME	-	156	156	952	952	
Revenues	800,900	70,859	292,466	890,780	89,880	111%

Budget vs. Actual

Town of Stephens City
8/19/2020 8:59:00 AM
Period Ending 6/30/2020
31 UTILITY FUND

Description	Budget	MTD	QTD	YTD	Variance	Percent
Revenues						
Revenues	800,900	70,859	292,466	890,780	89,880	111%
Expenses						
UTILITIES ADMINISTRATION Totals:	151,789	19,039	43,094	157,439	(5,650)	104%
PROFESSIONAL SERVICES Totals:	106,130	-	-	77,404	28,726	73%
WATER SERVICE Totals:	167,356	22,445	40,363	110,531	56,825	66%
SEWAGE DISPOSAL SERVICES Totals:	235,381	57,732	125,158	285,887	(50,506)	121%
INSURANCES Totals:	7,897	-	-	7,901	(4)	100%
RESERVES Totals:	132,347	-	-	132,347	-	100%
Expenses	800,900	99,216	208,615	771,510	29,390	96%
Revenues Over/(Under) Expenses:	-	(28,356)	83,851	119,270		

Budget vs Actual FYE 20



Budget vs Actual

Town of Stephens City
8/19/2020 1:37:25 PM
Period Ending 6/30/2020
01 GENERAL FUND

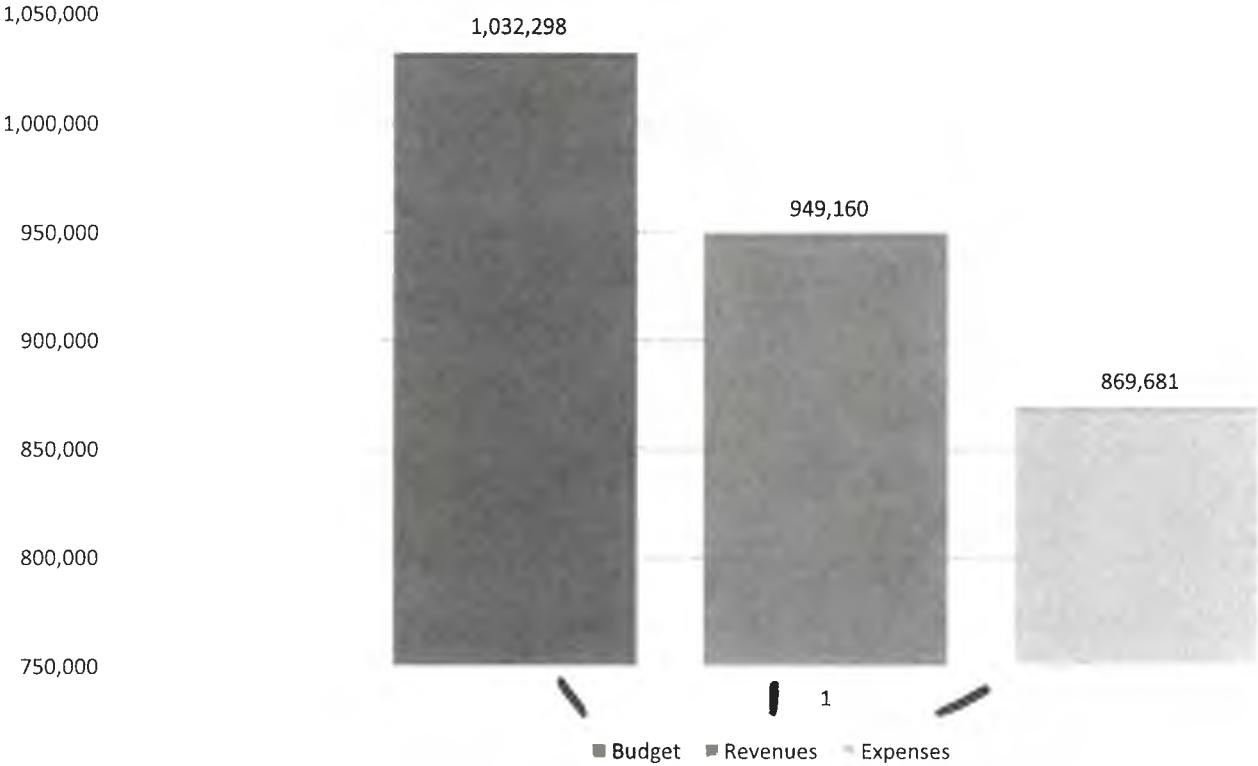
Description	Budget	MTD	QTD	YTD	Variance	Percent
Revenues						
01-3110-0100 REAL ESTATE CURRENT	181,439	-	-	177,306	(4,133)	98%
01-3110-0300 PERSONAL PROPERTY CURR	120,000	4	4	116,864	(3,136)	97%
01-3110-0400 PERSONAL PROPERTY DEL.	6,000	-	-	-	(6,000)	0%
01-3110-0430 MACHINERY AND TOOLS	5,500	-	-	5,066	(434)	92%
01-3110-0500 SCC-REAL ESTATE CURR	7,998	-	-	5,493	(2,505)	69%
01-3110-0700 INTEREST ON TAXES	-	(0)	(0)	(335)	(335)	
01-3110-0800 PENALTIES ON TAXES	13,832	-	-	(3,620)	(17,452)	-26%
01-3120-0100 STATE SALES TAX	155,000	13,582	40,252	167,548	12,548	108%
01-3120-0200 BUSINESS LICENSES	78,195	183	2,643	71,688	(6,507)	92%
01-3120-0300 CIGARETTE TAX	57,000	3,563	17,813	81,938	24,938	144%
01-3120-0400 AUTO DECALS	44,500	-	-	35,794	(8,706)	80%
01-3120-0500 BANK STOCK TAX	1,200	-	-	2,346	1,146	196%
01-3120-0600 RESTAURANT MEALS TAX	138,000	7,492	22,132	112,014	(25,986)	81%
01-3120-0650 LODGING TAX	4,697	332	872	2,212	(2,486)	47%
01-3120-0700 COMMUNICATIONS TAX	25,700	1,840	5,660	22,631	(3,069)	88%
01-3120-0800 UTILITY-ELECTRIC	33,000	4,715	7,282	30,990	(2,010)	94%
01-3120-0900 UTILITY-NAT.GAS	12,000	866	3,164	10,987	(1,013)	92%
01-3120-0950 UTILITY CONSUMPTION TAX	7,000	654	1,248	5,326	(1,674)	76%
01-3130-0400 ZONING PERMIT FEES	1,500	3,950	7,300	17,064	15,564	1138%
01-3130-0500 Trash and Recycling Can Fees	26,100	-	-	-	(26,100)	0%
01-3140-0100 FINES AND FORFEITURES	30,000	368	2,452	25,261	(4,739)	84%
01-3150-0100 INVESTMENT INTEREST	1,200	90	241	1,133	(67)	94%
01-3150-0250 NHF Commemoratives	3,000	-	-	145	(2,855)	5%
01-3150-0300 NEWTOWN COMMON USE FEES	1,000	-	200	1,000	-	100%
01-3150-0350 NEWTOWN HERITAGE FESTIVAL Sponsors	12,000	-	500	9,725	(2,275)	81%
01-3150-0450 NEWTOWN WAR MEMORIAL	100	-	100	1,200	1,100	1200%
01-3150-0500 LEASE PROPERTY PAYMENT	2,200	200	400	4,000	1,800	182%
01-3150-3000 NEWTOWN VENDORS	3,500	-	-	355	(3,145)	10%
01-3150-3001 Hometown Christmas	1,000	-	-	290	(710)	29%
01-3160-0100 SALE OF PROPERTY	2,000	-	-	-	(2,000)	0%
01-3180-0200 MISC. INCOME	-	20	30	1,477	1,477	
01-3220-0300 ROLLING STOCK TAX	1,250	-	-	1,159	(91)	93%
01-3240-0100 POLICE GRANT	34,237	9,222	9,222	36,888	2,651	108%
01-3240-0251 VML INSURANCE	1,000	-	-	-	(1,000)	0%
01-3240-0300 LITTER CONTROL GRANT	1,000	-	-	930	(70)	93%
01-3240-0500 FIRE DEPT FLOW THRU	15,000	-	-	513	(14,487)	3%
01-3240-0550 FIRE MARSHAL FEE	150	-	-	25	(125)	17%
01-3240-0600 DMV DUI GRANT	5,000	676	2,249	3,749	(1,251)	75%
Revenues	1,032,298	47,756	123,764	949,160	(83,138)	92%

Budget vs. Actual

Town of Stephens City
8/19/2020 1:37:25 PM
Period Ending 6/30/2020
01 GENERAL FUND

Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
Revenues	1,032,298	47,756	123,764	949,160	(83,138)	92%	
Expenses							
TOWN ADMINISTRATION Totals:	163,739	19,111	43,560	165,366	(1,627)	101%	101%
TOWN ATTORNEY & AUDITING Totals:	35,620	3,848	6,300	22,311	13,309	63%	63%
PUBLIC SAFETY Totals:	453,296	22,774	81,539	324,367	128,929	72%	72%
FIRE AND RESCUE DEPT Totals:	30,000	14,353	14,866	16,065	13,935	54%	54%
STREETS & SIDEWALKS Totals:	65,000	5,836	39,424	64,068	932	99%	94%
REFUSE & RECYCLINGTotals:	139,100	8,919	35,811	115,763	23,337	83%	83%
GENERAL PROPERTIES Totals:	100,161	10,853	38,742	118,750	(18,589)	119%	138%
PARKS AND RECREATION Totals:	22,100	1,348	3,665	19,708	2,392	89%	103%
INSURANCES Totals:	7,897	-	-	7,897	-	100%	100%
TRANSFER OTHER FUNDS Totals:	15,385	-	-	15,385	-	100%	
Expenses	1,032,298	87,041	263,907	869,681	162,617	84%	
Revenues Over/(Under) Expenses:	-	(39,285)	(140,143)	79,479			

Budget v Actual



2014 Real Estate Taxes - Uncollectable - 5 years old

Acct ID	Billing Name	Billing Address	Acct Bal	Statement Bal
3966	WRIGHT DEBRA J ETALS	5330 CROOKED LN STEPHENS CITY VA 22655	\$666.51	\$98.76
3553	C B S FRUIT CO INC	288 ROSE RD EDINBURG VA 22824	\$704.93	\$143.65
3964	CHORBADZHIYSKI NIKOLA KIRILOV	1090 MARTIN ST STEPHENS CITY VA 22655	\$1,106.74	\$157.83
3760	LINAWEAVER JEFFERY A	LINAWEAVER RICHARD H JR 5290 CHESTNUT CIR STEPHENS CITY VA 22655	\$963.37	\$172.13
4287	C B S FRUIT CO INC	288 ROSE RD EDINBURG VA 22824	\$953.12	\$198.88
			\$4,394.67	\$771.25

Southern Software FMS Statement of Accounts Grid

Remaining 2014 that need to be wiped

These folks owe a significant amount would request to publish their names and to update or put liens on the properties

With the exception of CBS fruit the rest of the individuals on the list reside within town limits
and have active Water/Sewer Accounts

2014 PP Taxes to be Removed

Acct ID	Billing Name	Billing Address	Acct Bal	Statement Bal	Acct Status
7814	HALLMAN LEATRICE LEMAY	5466 MAIN ST STEPHENS CITY VA 22655	\$392.88	\$30.00	InActive
5646	BENNETT JULIE ANNE	5260 MAIN ST STEPHENS CITY VA 22655	\$187.50	\$30.00	Active
6150	LUCAS DARRIN EDWARD	5478 MULBERRY ST STEPHENS CITY VA 22655	\$797.43	\$30.00	Active
5738	CHAMPION LAURA ELLEN	5207 GERMAIN ST STEPHENS CITY VA 22655	\$87.50	\$30.00	InActive
5963	GRAY NANCY LEE	5269 MULBERRY ST STEPHENS CITY VA 22655	\$187.50	\$30.00	Active
6576	WRIGHT PATSY J	5330 CROOKED LN STEPHENS CITY VA 22655	\$30.00	\$30.00	InActive
5652	BERGER URSULA BEATE	1094 FILBERT ST STEPHENS CITY VA 22655	\$187.50	\$30.00	Active
7516	BARTLOW JODY KENNETH	1034 FILBERT ST STEPHENS CITY VA 22655	\$292.33	\$30.00	InActive
7797	EUBANK CODY RAY	149 PAYNES FORD RD MARTINSBURG WV 25405-5118	\$30.00	\$30.00	InActive
7617	HUDSON BRIAN PRESTON	458 JUNCTION RD STRASBURG VA 22657	\$137.50	\$30.00	InActive
5755	CLEM CRAIG ALLEN	740 STEELE CT STEPHENS CITY VA 22655	\$134.84	\$33.07	InActive
7970	WILLIAM T FRIDLEY	1162 RAVENWOOD RD STEPHENS CITY VA 22655	\$33.94	\$33.94	InActive
7904	RUSSELL EVELYN PATRICIA	5267 MAIN ST STEPHENS CITY VA 22655	\$36.44	\$36.44	InActive
6137	LONG MICHELLE LUCILLE	5224 GROVE ST STEPHENS CITY VA 22655	\$458.10	\$38.73	Active
6103	LAMBERT DEBRA LEEANN	8025 HILLSIDE DR MIDDLETOWN VA 22645	\$41.63	\$41.63	InActive
7598	GROVE JULIE ANN	1405 16 FRONT ROYAL PIKE WINCHESTER VA 22602	\$41.63	\$41.63	InActive
7830	JAQUES DEAN BLAIR IV	761 PLYMOUTH ST APT 25 STEPHENS CITY VA 22655	\$74.52	\$42.02	InActive
7055	WALLACE CRYSTAL LILLIAN	5257 MULBERRY TER STEPHENS CITY VA 22655	\$124.60	\$42.10	InActive
5699	ELLER DAWN SHEREE	212 STEPHENS RUN ST STEPHENS CITY VA 22655	\$42.65	\$42.65	InActive
6151	LUCAS TAMMY L	5478 MULBERRY ST STEPHENS CITY VA 22655	\$100.27	\$42.77	InActive
7126	AMATO JODY MARIE	978 FILBERT ST STEPHENS CITY VA 22655	\$87.02	\$42.95	InActive
5615	ATHEY KRISTA LYNN	607 CHATHAM SQ WINCHESTER VA 22601	\$125.73	\$43.23	InActive
6036	EVERHART CANDICE LEIGH	1100 FRONT ROYAL PIKE WINCHESTER VA 22602-4411	\$43.28	\$43.28	InActive
6894	BRINKLOW TRACEY LYNN	5341 MULBERRY ST STEPHENS CITY VA 22655	\$236.35	\$44.08	Active
7791	DOLEMAN MATTHEW WILLIAM II	7791 PLYMOUTH ST APT 19 STEPHENS CITY VA 22655	\$351.25	\$44.08	Active
6174	MASON WANDA JEAN	5489 MAIN ST STEPHENS CITY VA 22655	\$44.38	\$44.38	InActive
6913	CRESWELL BRITTANY RENEE	940 MARTIN ST STEPHENS CITY VA 22655	\$76.88	\$44.38	InActive
5971	GRIFFEY JESSICA GAYLE	103 W GERMAIN ST WINCHESTER VA 22601	\$44.62	\$44.62	InActive
7213	HAINES MELISSA DAWN	5366 GERMAIN ST STEPHENS CITY VA 22655	\$45.48	\$45.48	InActive
6948	HAMILTON CRYSTAL LYNN	PO BOX 1394 STEPHENS CITY VA 22655	\$311.32	\$47.14	InActive
7612	HITE KENNETH E	801 COMER DR APT 45 STEPHENS CITY VA 22655	\$99.15	\$49.16	InActive
7803	FRYE JERMAINE ANTHONY	825 COMER DR APT 59 STEPHENS CITY VA 22655	\$50.05	\$50.05	InActive
7573	EBERSOLE COURTNEY DANIELLE	7601 MAIN ST APT 06 STEPHENS CITY VA 22655	\$50.36	\$50.36	InActive
7000	PANGLE ANTHONY C	5263 GROVE ST STEPHENS CITY VA 22655	\$144.14	\$50.57	InActive
7208	GREATHOUSE CHRISTINA MARIE	5280 MULBERRY CT STEPHENS CITY VA 22655	\$328.31	\$50.82	InActive
7222	HELMICK RINGO LEE	5306 MULBERRY CT STEPHENS CITY VA 22655	\$299.97	\$51.17	InActive
6344	ROGERS JOSHUA KARL	5262 MULBERRY CT STEPHENS CITY VA 22655	\$147.04	\$51.48	InActive
7782	CUNNINGHAM DORETTA LEA	5195 MAIN ST APT 4 STEPHENS CITY VA 22655	\$272.20	\$52.64	Active
7876	NOVAK LANCE FRANCIS	8025 HILLSIDE DR MIDDLETOWN VA 22645-9571	\$52.95	\$52.95	InActive
6396	SINE TODD MICHAEL	PO BOX 187 STEPHENS CITY VA 22655	\$54.37	\$54.37	InActive
7194	FOX MEGAN RENA	5306 GERMAIN ST STEPHENS CITY VA 22655	\$260.53	\$54.67	InActive
724	THOMAS JAMES LARRY	5267 MAIN ST STEPHENS CITY VA 22655	\$54.97	\$54.97	InActive
7919	SMITH JUSTIN MICHAEL	1032 BRIDLE CT STEPHENS CITY VA 22655	\$153.19	\$55.28	InActive
7817	PATTERSON ANDREA LEE	516 NORTHWOOD CIR CROSS JUNCTION VA 22625	\$352.81	\$55.53	Active
5920	GREENE DONNA LOUISE	5207 GERMAIN ST STEPHENS CITY VA 22655	\$112.07	\$55.90	InActive
7752	BEAMER LARRY GRANT JR	10628 PROVINCIAL DR MANASSAS VA 20109	\$220.33	\$56.38	InActive

7186	EBERSOLE LINDA GUARD	5474 MULBERRY ST STEPHENS CITY VA 22655	\$56.89	\$56.89	InActive
7951	WILSON SUMMER NICOLE	109 PITTMAN CT STEPHENS CITY VA 22655	\$432.44	\$56.98	InActive
7937	VLADIMIROV VLADIMIR BORISOV	1090 MARTIN ST STEPHENS CITY VA 22655	\$113.46	\$57.29	InActive
7933	TURNER REGINA DANIELLE	5136 COMER DR STEPHENS CITY VA 22655	\$238.30	\$57.29	Active
6907	COCHRAN RYAN CHRISTENA	224 SHOE BUCKLE CT STEPHENS CITY VA 22655	\$57.89	\$57.89	InActive
5800	COULBOURN MARGARET A	PO BOX 178 STEPHENS CITY VA 22655	\$154.36	\$57.89	InActive
7730	WILLIS DEON CARLYLE	761 PLYMOUTH ST APT 24 STEPHENS CITY VA 22655	\$57.89	\$57.89	InActive
7645	MAY ANTONIO	1135 RAVENWOOD RD STEPHENS CITY VA 22655	\$58.11	\$58.11	InActive
7592	GONZALEZ ROBLES MISCOTIS	651 FRONT ROYAL PIKE WINCHESTER VA 22602	\$122.94	\$58.42	InActive
6183	MC GEE JEFFREY J	312 PANTHER DR WINCHESTER VA 22602	\$425.00	\$60.00	InActive
7600	HAGANS SHANNON RENEE	771 PLYMOUTH ST APT 15 STEPHENS CITY VA 22655	\$493.78	\$60.74	Active
7729	WILLIAMS DALE TAYLOR	161 LARKIN RIDGE RD FRONT ROYAL VA 22630	\$202.82	\$61.65	InActive
6916	CURRY HEIDE	212 STEPHENS RUN ST STEPHENS CITY VA 22655	\$61.90	\$61.90	InActive
7574	ELLIS HOLLY CHRISTINE	825 COMER DR APT 51 STEPHENS CITY VA 22655	\$121.64	\$61.90	InActive
7770	CIVILE DELGADO JOSE OMAR	12132 CALLISTA CT ORLANDO FL 32825	\$304.80	\$61.99	InActive
7180	DELGADO DANIEL MARCOS	102 HALF PENNY CT STEPHENS CITY VA 22655	\$178.36	\$62.81	InActive
7758	BERRY JOHN ALEXANDER	5243 MULBERRY TER STEPHENS CITY VA 22655	\$307.74	\$62.81	Active
7613	HITE TAMMY MARIE	5270 MULBERRY CT STEPHENS CITY VA 22655	\$63.69	\$63.69	InActive
6994	MUDD MARY ELLEN	2220 PAPERMILL RD APT B WINCHESTER VA 22601	\$355.96	\$67.17	InActive
7274	OWENS JENNIFER JOY	121 CALEDON CT APT 4 STEPHENS CITY VA 22655	\$67.44	\$67.44	InActive
7008	RAMEY DICKEY LEE JR	5322 MAIN ST APT 2 STEPHENS CITY VA 22655	\$255.07	\$67.77	InActive
7156	BROY HALEY CORRIN	5066 MAIN ST STEPHENS CITY VA 22655	\$68.05	\$68.05	InActive
7052	VOORHEES MATTHEW AARON	5256 MAIN ST STEPHENS CITY VA 22655	\$68.05	\$68.05	InActive
7757	BENITEZ FELICIANO FELIPE	806 MARTIN ST STEPHENS CITY VA 22655	\$136.80	\$68.74	InActive
7832	JENKINS MARNY B J	1050 FILBERT ST STEPHENS CITY VA 22655	\$69.36	\$69.36	InActive
7536	CHRISMAN TERRI ANN	261 HERMAN LEWIS LN WINCHESTER VA 22603	\$69.84	\$69.84	InActive
7269	MUTISPAUGH ALAN LUTHER	155 PITTMAN CT STEPHENS CITY VA 22655	\$70.04	\$70.04	InActive
7268	MUDD JAMES MOORE	5472 MAIN ST APT 202 STEPHENS CITY VA 22655	\$273.35	\$72.55	InActive
6225	MUDERY SABRINA NICOLE	315 BUCKINGHAM DR STEPHENS CITY VA 22655-2736	\$73.90	\$73.90	InActive
7537	CLARK WILLIAM MACPHERSON	35339 APPALACHIAN TRAIL RD ROUND HILL VA 20141	\$399.28	\$79.74	InActive
7314	SMITH JAMIE ADA	1032 BRIDLE CT STEPHENS CITY VA 22655	\$501.22	\$80.75	Active
7273	ORNDORFF MIRANDA RENNER	5630 VALLEY PIKE STEPHENS CITY VA 22655	\$83.10	\$83.10	InActive
7176	ROBERTSON TABETHA ANN	690 BROWNTOWN RD BENTONVILLE VA 22610-1837	\$85.11	\$85.11	InActive
6575	WRIGHT DAVID W	5330 CROOKED LN STEPHENS CITY VA 22655	\$625.53	\$85.28	Active
5953	GILLIAN HOLLY	5244 MULBERRY TER STEPHENS CITY VA 22655	\$85.42	\$85.42	InActive
7821	HIGGS MARY VIRGINIA	1660 E SUMMIT ST #101 RED OAK IA 51566	\$87.20	\$87.20	InActive
5877	EASTHAM NINA RENEE	5274 GROVE ST STEPHENS CITY VA 22655	\$244.01	\$87.86	InActive
7749	BARNES SHANAN DARLENE	5270 MULBERRY CT STEPHENS CITY VA 22655-2635	\$90.40	\$90.40	InActive
7513	ANDERSON MELISSA SUE	5267 MAIN ST STEPHENS CITY VA 22655	\$152.04	\$90.47	InActive
7625	KENNEY CRYSTAL WATSON	5219 PAN TOPS DR STEPHENS CITY VA 22655	\$175.59	\$90.61	InActive
7155	BROXSON GEORGE HENRY III	771 PLYMOUTH ST APT 15 STEPHENS CITY VA 22655	\$187.16	\$90.78	InActive
5612	ASH DAVID L	176 GREEN SPRING CT WINCHESTER VA 22603	\$93.02	\$93.02	InActive
6038	HENSLEY DENNIS RAY	918 JUDY LN STANLEY VA 22851	\$99.05	\$99.05	InActive
7886	POTTS FLETA MAE	19391 CHARLES TOWN RD HARPERS FERRY WV 25425	\$207.59	\$99.15	InActive
7649	MERRINER TIFFANY ALBIN	2171 BRUCETOWN RD CLEAR BROOK VA 22624	\$185.98	\$100.04	InActive
6343	ROGERS CATHERINE FAYE	5262 MULBERRY CT STEPHENS CITY VA 22655	\$396.66	\$100.11	InActive
7661	PANGBURN ERICA LYNN	124 FRESHWATER DR BUNKER HILL WV 25413	\$200.16	\$100.53	InActive
7641	MANZIE AMBER DAWN	966 FILBERT ST STEPHENS CITY VA 22655	\$373.61	\$102.49	Active
6493	UHLIR PETER VLADISLAV	62 OKANAGAN DR CHARLES TOWN WV 25414-1196	\$103.13	\$103.13	InActive

Usually Tardy with Water/Sewer Bills

owes a significant amount in RE would like to add this amount to the Lein and Publish name

7004	PLUMB EVELYN ANNE	PO BOX 835 DUNEDIN FL 34697-0835	\$201.85	\$103.13	InActive	
6228	MURPHY RORI ELIZABETH	5066 MAIN ST STEPHENS CITY VA 22655	\$506.17	\$103.15	InActive	
7541	COLE ALYCE MARTINA	1119 RAVENWOOD RD STEPHENS CITY VA 22655	\$350.65	\$104.97	InActive	
6320	RENZY MICHAEL DANIEL	5257 MULBERRY TER STEPHENS CITY VA 22655	\$451.21	\$104.97	Active	Habitually late with Water Bills/is Exempt from Real Estate
7565	DILLOW TIMOTHY W SR	103 TERN AVE STEPHENS CITY VA 22655	\$105.24	\$105.24	InActive	
7296	RETROSI ERICA LUCIA	101 N BROOKSIDE DR APT 608 DALLAS TX 75214-7509	\$106.67	\$106.67	InActive	
7622	JOHNSON TIANNA DASHAY	21512 CHESTERFIELD AVE APT B SOUTH CHESTERFIELD	\$372.57	\$115.00	InActive	
7818	HARTLEY COURTNEE LYNN	801 COMER DR APT 45 STEPHENS CITY VA 22655	\$223.56	\$119.38	InActive	
6535	WHEELING DANNY LEE JR	441 MARLBORO RD STEPHENS CITY VA 22655	\$826.65	\$120.00	Active	Outside of Town Limits
7624	JUDD DAVID BRADFORD JR	5375 GERMAIN ST STEPHENS CITY VA 22655	\$805.46	\$122.61	Active	Always Late in his Water Bills
7856	MAAS TERRI HALL	5205 GROVE ST STEPHENS CITY VA 22655	\$180.11	\$122.61	InActive	
7702	SIGNOR KENNETH RAY	201 IRVING AVE N APT A COLONIAL BEACH VA 22443-21	\$244.85	\$123.23	InActive	
5898	EVANS CHERON ELLIS	801 COMER DR APT 42 STEPHENS CITY VA 22655	\$124.74	\$124.74	InActive	
7775	COFFMAN KELLY JEANNE	105 BLUEBELL CT WINCHESTER VA 22602	\$409.12	\$125.16	InActive	
6159	MACLIN RUSSELL HOWARD JR	PO BOX 3732 FREDERICKSBURG VA 22402	\$126.60	\$126.60	InActive	
6206	MILLER TARA MARIE	5312 WATER ST STEPHENS CITY VA 22655	\$131.69	\$131.69	InActive	
6577	WRIGHT RICHARD TODD	5330 CROOKED LN STEPHENS CITY VA 22655	\$618.09	\$133.98	Active	
7863	MCCOY THAD N	136 PITTMAN CT STEPHENS CITY VA 22655	\$756.84	\$134.08	Active	
6525	WATSON YVETTE ELIZABETH	1041 MARTIN ST STEPHENS CITY VA 22655	\$637.21	\$135.24	Active	Long Time Resident since 1999 has active Water Account
7329	TURNER TARA NOEL	760 PLYMOUTH ST APT 10 STEPHENS CITY VA 22655	\$512.02	\$135.24	InActive	
6152	LUCCI CARL D	PO BOX 215 CLEARBROOK VA 22624	\$135.53	\$135.53	InActive	Doesn't live in Town - Landlord
7709	STARNER GINA ANNE	201 IRVING AVE N APT A COLONIAL BEACH VA 22443-21	\$267.25	\$136.38	InActive	
6977	LOWERY ROXANNA MAE	940 MARTIN ST STEPHENS CITY VA 22655	\$125.00	\$136.39	Active	
7899	RODRIGUEZ CARLOS LUIS JR III	771 PLYMOUTH ST APT 17 STEPHENS CITY VA 22655	\$138.09	\$138.09	InActive	
5596	ALLEN ROBERT AARON	345 MONTGOMERY CIR STEPHENS CITY VA 22655	\$379.44	\$141.82	InActive	
7792	DOWDNEY DESIRE KONSWAYLA	204 BRUNSWICK RD STEPHENS CITY VA 22655	\$145.69	\$145.69	InActive	
7820	HENSON ROBERT LEE JR	1088 FILBERT ST STEPHENS CITY VA 22655	\$243.40	\$145.90	InActive	
6277	PENDZICH ANTHONY R JR	5089 BARLEY DR STEPHENS CITY VA 22655	\$1,023.42	\$148.10	Active	Habitually Late with Water Bills
7235	JBM TRUCKING SERVICES LLC	97 DINWIDDIE CT STEPHENS CITY VA 22655	\$304.86	\$148.41	InActive	
6573	WOODARD ABBIE FRANKLIN JR	1245 STRASBURG RD FRONT ROYAL VA 22630	\$579.20	\$149.49	InActive	
7216	HAMILTON JEREMY WILLIAM	PO BOX 1394 STEPHENS CITY VA 22655	\$1,376.09	\$149.92	Active	Lives at 5213 Germain St
7745	ASHBY FREDRICK BERNARD III	1080 MARTIN ST CROSS JUNCTION VA 22625	\$150.32	\$150.32	InActive	
5968	GREENE KASEY JANE	1032 LOCUST ST STEPHENS CITY VA 22655	\$376.92	\$150.65	InActive	
7921	SOBEL MELISSA ASHLEY	5243 MULBERRY TER STEPHENS CITY VA 22655	\$150.94	\$150.94	InActive	
7562	DENNEY ROXANE COPPOLA	5280 MAIN ST STEPHENS CITY VA 22655	\$152.61	\$152.61	InActive	
7236	PUFFINBERGER LEANN FAY	5266 MULBERRY CT STEPHENS CITY VA 22655	\$422.11	\$153.52	InActive	
7657	NICHOLS DANIEL ALLEN	241 BRUNSWICK RD STEPHENS CITY VA 22655	\$158.24	\$158.24	InActive	
7659	PAINTER ERICA DIANE	451 OLD TOWN CT ALEXANDRIA VA 22314-3545	\$161.71	\$161.71	InActive	
7868	MCNICKLE KAREN SUE	997 TASKER RD STEPHENS CITY VA 22655	\$162.31	\$162.31	InActive	
7134	BENNER STEPHEN ANDREW	400 RITTENOUR HOLLOW RD MIDDLETOWN VA 22645	\$168.53	\$168.53	InActive	
6899	MOSELEY JUSTIN DOUGLAS	5079 COMER DR STEPHENS CITY VA 22655	\$170.20	\$170.20	InActive	
5801	COULBOURN REGINALD G	1088 FILBERT ST STEPHENS CITY VA 22655	\$914.80	\$175.59	InActive	
6966	JONES LAWRENCE E	5244 MULBERRY TER STEPHENS CITY VA 22655	\$466.14	\$182.19	InActive	
7674	RAYMOND LINDA ACCETTA	2155 MASSANUTTEN DR MIDDLETOWN VA 22645-9515	\$187.01	\$187.01	InActive	
7808	GUERRERO VALENTIN	760 PLYMOUTH ST APT 3 STEPHENS CITY VA 22655	\$557.22	\$190.65	InActive	
7895	REVERE JAMES PATRICK II	510 N KENT ST APT 3 WINCHESTER VA 22601-5377	\$195.62	\$195.62	InActive	
7017	RICHARDS ALLEN TIMOTHY JR	5360 MAIN ST STEPHENS CITY VA 22655	\$201.67	\$201.67	InActive	
7070	YOS PHYRIN CHAN	5294 MULBERRY CT STEPHENS CITY VA 22655	\$204.75	\$204.75	InActive	
7931	THOMPSON SARAH J	2041 CIDERMILL LN WINCHESTER VA 22601-2777	\$208.96	\$208.96	InActive	

6565	WILSON JAMES T	1200 FAIRFAX ST STEPHENS CITY VA 22655	\$414.00	\$220.71	InActive	Deceased - No Money in Estate
5857	DODSON MARY LISA	5095 BARLEY DR STEPHENS CITY VA 22655	\$487.85	\$236.54	InActive	
7511	ALMAGUER PAOLA COSME	825 COMER DR APT 57 STEPHENS CITY VA 22655	\$905.31	\$241.65	InActive	
7346	YOUNG JONATHAN A	425 CONSTITUTION BLVD MARTINSBURG WV 25405-83	\$540.15	\$280.03	InActive	
7789	DERRINGER DAVID J	PO BOX 307 STEPHENS CITY VA 22655	\$286.71	\$286.71	InActive	
5798	CORNWELL RANDOLPH H	PO BOX 430 STEPHENS CITY VA 22655	\$2,060.89	\$305.29	InActive	Related to CBS Fruit
7181	DIAZ JOSE FREDIS	12044 FAIRFAX PIKE LOT 45 WHITE POST VA 22663	\$617.99	\$318.85	InActive	
5595	ALL TERRAIN CRANE LLC	288 ROSE RD EDINBURG VA 22824	\$1,601.03	\$339.92	Active	
7916	SKINNER SHERYL D	19414 BUCKINGHAM WAY GERMANTOWN MD 20874	\$1,031.40	\$366.30	InActive	
7299	AMANDA KATE HATTENBACK	132 ADEN DR STRASBURG VA 22657-5281	\$889.42	\$415.24	InActive	
6345	ROSA CARCAMO AMILCAR	1200 FAIRFAX ST STEPHENS CITY VA 22655	\$2,236.34	\$570.38	InActive	Deceased - No Money in Estate
7893	REED JOSHUA LUCIEN	5327 MAIN ST APT 1 STEPHENS CITY VA 22655	\$854.08	\$720.15	InActive	
7539	CLEM ANGELA	20 E CEDARMEADE AVE TRLR 27 WINCHESTER VA 2260	\$1,912.83	\$1,912.83	InActive	
6563	WILSON CONSTRUCTION LLC	1200 FAIRFAX ST STEPHENS CITY VA 22655	\$9,059.82	\$2,254.00	InActive	
			\$57,489.70	\$21,225.67		

2014 Personal Property Taxes to be Removed
Accounts that are over \$25

2014 PP Taxes under \$25

Acct ID	Billing Name	Billing Address	Acct Bal	Statement Bal	Acct Status
7557	DALEMAN MIKE	5074 COMER DR STEPHENS CITY VA 22655	\$8.39	\$2.93	InActive
6934	FOSTER GLORIA	478 ROUND HILL RD WINCHESTER VA 22602	\$4.17	\$4.17	InActive
7206	GONZALEZ EDWIN J	651 FRONT ROYAL PIKE WINCHESTER VA 22602	\$8.19	\$4.17	InActive
7852	LOY DOUGLAS RICHARD II	5245 MULBERRY TER STEPHENS CITY VA 22655	\$176.98	\$6.05	InActive
6321	REYES ALBERT	5437 MAIN ST APT 3 STEPHENS CITY VA 22655	\$11.82	\$11.82	InActive
7521	BLACKWELL TERRY A	109 PITTMAN CT STEPHENS CITY VA 22655	\$109.99	\$27.50	InActive
			\$319.54	\$56.64	

To: Mayor Mike Diaz
Members of Town Council

From: Interim Chief Steve Hawkins

Date: September 1, 2020

Subject: Police Report for August 2020

The Stephens City Police Department responded to 396 calls for services during the month of August. We assisted the Frederick County Sheriff's Office with 13 calls, the Middletown Police Department with 3 calls, the Virginia State Police with 2 calls, the Winchester Police Department with 2 calls and other agencies mostly in PA and WV with numerous calls, all of which are logged in our calls for services.

Officer Copp wrote 1 citation for Dog Running at Large.

Officer Copp spent a total of 2 hours in court for the month.

Officer Copp wrote 1 incident report for Shoplifting and had 3 arrests for the month.

Stephens City Volunteer Fire & Rescue Company, Inc.

5346 Mulberry Street, P. O. Box 253, Stephens City, VA 22655

Timothy J. Vaught, Fire & EMS Chief

540-869-4576

Lenny G. Peters, President



Volunteers, Proud to Serve



9-11-2001

Report of the Fire & EMS Chief September 2020

Report of responses for August 2020

Town of Stephens City:

Fire- 1
EMS- 14
MVC- 0

Frederick County:

Fire- 40
EMS- 166
MVC- 12

Total responses for August 2020: 233
Yearly response total as of August 31, 2020: 1694

- Presentation of the Joseph Hollis Life Saving Award to EMS Captain John N. Udy.
- Planning continues for the installation of the exhaust removal system. We have also received word that we have been awarded a SAFER grant. This grant is intended to aid recruitment and retention of front-line firefighters. Through this grant award, we will be upgrading the marquee sign in front of the station and implementing physicals for new applicants. It will also allow the purchase of a new set of turnout gear for each new applicant. This grant award is in the early phases and requires some additional administrative work to come to fruition. The award period for the SAFER grant the next 4 years. A combination press release for the two grant awards is attached.

Respectfully submitted,

Timothy J. Vaught
Fire & EMS Chief

AN ORDINANCE TO AMEND CHAPTER 23 OF THE CODE OF THE TOWN OF STEPHENS CITY, VIRGINIA

For the purpose of revising the Town's Floodplain Ordinances.

BE IT ORDAINED, by the Common Council of the Town of Stephens City, Virginia, that Sections 23-535 -23-540 of Chapter 23 of the Town of Stephens City is hereby amended to read as follows:

Section 23-535 Purpose and Applicability

A. Purpose.

The purpose of these provisions of this chapter is to prevent the loss of life and property, the creation of health and safety hazards, the disruption of commerce and governmental services, the extraordinary and unnecessary expenditure of public funds for flood protection and relief, and the impairment of the tax base by:

1. Regulating activities, and development which, alone or in combination with other existing or future uses, activities, and development, will cause unacceptable increases in flood heights, velocities and frequencies.
2. Restricting or prohibiting certain uses, activities, and development from locating within areas subject to flooding.
3. Requiring all those uses, activities, and developments that do occur in flood-prone areas to be protected and/or floodproofed against flooding and flood damage.
4. Protecting individuals from buying land and structures which are unsuited for intended purposes because of flood hazards.

These provisions shall apply to all lands within the jurisdiction of the Town of Stephens City, Virginia, and identified as being in the 100-year floodplain or as a special flood hazard area (SFHA) identified by the Town or shown on the flood insurance rate map (FIRM) or included in the flood insurance study (FIS) from the Federal Emergency Management Association (FEMA) or by the Federal Insurance and Mitigation Administration, as the maps are amended from time to time, mutatis mutandis.

B. Compliance and Liability:

- 1.) Within the corporate limits of the Town of Stephens City, no land shall be developed and no structure shall be located, relocated, constructed, reconstructed, enlarged, or structurally altered except in full compliance with the terms and provisions of this chapter and any other applicable ordinances and regulations which apply to uses within the jurisdiction of this chapter.

- 2.) The degree of flood protection sought by the provisions of this chapter is considered reasonable for regulatory purposes and is based on acceptable engineering methods of study. Larger floods may occur on rare occasions. Flood heights may be increased by man-made or natural causes, such as ice jams and bridge openings restricted by debris. This chapter does not imply that areas outside the floodplain area or that land uses permitted within such area will be free from flooding or flood damages.
- 3.) This chapter shall not create liability on the part of the Town or any other employee for any flood damages that result from reliance on this chapter and any administrative decision thereunder.
- 4.) Records of actions associated with administering this ordinance shall be kept on file and maintained by the zoning administrator in perpetuity.
- 5.) The Town is a participant in the Community Rating System of the National Flood Insurance Program, and the Town manager is responsible for insuring the Town's compliance with this program.

C. Abrogation, Greater Restrictions and Severability.

This chapter supersedes any ordinance currently in effect in the flood-prone areas. However, any underlying ordinance shall remain in full force and effect to the extent that its provisions are more restrictive than this chapter.

If any section, subsection, paragraph, sentence, clause, or phase of this chapter shall be declared invalid for any reason whatever, such decision shall not affect the remaining portions of this chapter. The remaining portions shall remain in full force and effect; and for this purpose, the provisions of this chapter are hereby declared to be severable.

State law references 2.2-220.4; 15.2-984; 15.2-2200; 15.2-2280; 15.2-2283

Section 23-536 Penalties for Violations.

Any person who fails to comply with any of the requirements or provisions of this article or directions of the Zoning Administrator or any authorized employee of the Town of Stephens City shall be guilty of a class 4 misdemeanor.

In addition to the above penalties, all other actions are hereby reserved, including an action in equity for the proper enforcement of this article. The imposition of a fine or penalty for any violation of, or noncompliance with, this article shall not excuse the violation or noncompliance or permit it to continue; and all such persons shall be required to correct or remedy such violations or noncompliances within a reasonable time. Any structure constructed, reconstructed, enlarged, altered or relocated in noncompliance with this article

may be declared by the Town of Stephens City to be a public nuisance and abatable as such. Flood insurance may be withheld from structures constructed in violation of this article.

Section 23-537 Description of District:

A. Basis of District.

The floodplain district shall include areas subject to inundation by waters of the one hundred (100) year flood. The basis for the delineation of the district shall be the one hundred (100) year flood elevations or profiles contained in the Flood Insurance Study and the Flood Insurance Rate Map for the Town of Stephens City, Virginia, prepared by the Federal Emergency Management Agency (FEMA), Federal Insurance Administration, and dated September 2, 2009 and as amended or as updated by the Town and approved by FEMA.

The Approximated Floodplain District shall be the floodplain area for which no detailed flood profiles or elevations are provided but were a one hundred (100) year floodplain boundary has been approximated. Such areas are shown as Zone A on the Flood Insurance Rate Maps. For these areas, the one hundred (100) year flood elevations and floodway information from federal, state, and other acceptable sources shall be used, when available. Where the specific one hundred (100) - year flood elevation cannot be determined for this area using other sources of data, such as the U.S. Army Corps of Engineers Floodplain Information Reports, U.S. Geological Survey Flood-Prone Quadrangles, etc., then the applicant for the proposed use, development and/or activity shall determine this elevation in accordance with hydrologic and hydraulic engineering techniques. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough review by the Town.

B. Zoning District.

- 1.) The Floodplain District described above shall be an overlay to the existing underlying area as shown on the Official Zoning Map, and as such, the provisions for the floodplain district shall serve as a supplement to the underlying district provisions.
- 2.) In case of any conflict between the provisions or requirements of the Floodplain District and those of any underlying district the more restrictive provisions and/or those pertaining to the floodplain district shall apply.
- 3.) In the event any provision concerning a Floodplain District declared inapplicable as a result of any legislative or administrative actions or judicial decision, the basic underlying provisions shall remain applicable.

4.) Official Zoning Map:

The boundaries of the Floodplain District are established as shown on the Flood Insurance Rate Map which is declared to be part of this chapter and which shall be kept on file in the office of the town Zoning Administrator.

5.) District Boundary Changes:

- a. The delineation of any of the Floodplain District may be revised by the Town Council where natural or man-made changes have occurred or where more detailed studies have been conducted or undertaken by the U.S. Army Corps of Engineers or other qualified agency, or an individual document the need for such change. However, prior to any such change, approval must be obtained from the Federal Insurance Administration.
 - b. Additionally, in the event of a Town boundary adjustment or annexation, the county floodplain ordinance in effect on the date of the annexation shall remain in effect and shall be enforced by the Town for one year, after which time the Town will enforce the FIRM for any annexed area, including special flood hazard areas that have flood zones. If these flood zones have regulatory requirements that are not set forth in this ordinance, the town manager and town attorney shall prepare amendments to this ordinance to adopt the FIRM and appropriate requirements, and submit the amendments to council for adoption; a copy of the amended ordinance shall be provided to DCR and FEMA.
- 6.) In accordance with the Code of Federal Regulations, Title 44 Subpart (B) §59.22(a)(9)(v) the town will notify the Federal Insurance Administration (FIA) and the state coordinating office in writing whenever the boundaries of the town have been modified by annexation or the community has otherwise assumed or no longer has authority to adopt and enforce floodplain management regulations for a particular area.
- 7.) In order that the FIRM accurately represent the town's boundaries, a copy of a map of the town suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed, or relinquished floodplain management regulatory authority must be included with the notification.

8.) Interpretation of District Boundaries. Initial interpretations of the boundaries of the Floodplain District shall be made by the Zoning Administrator. Should a dispute arise concerning the boundaries of any of the District, the Board of Zoning Appeals shall make the necessary determination. The person questioning or contesting the location of the District boundary shall be given a reasonable opportunity to present their case to the Board and to submit their own technical evidence.

Section 23-538 Development in the Floodplain District:

A. Permit Requirement

All uses, activities, and development occurring within any Floodplain District shall be undertaken only upon the issuance of a zoning permit. Such development shall be undertaken only in strict compliance with the provisions of the ordinance and with all other applicable codes and ordinances, such as the Virginia Uniform Statewide Building Code and the subdivision regulations in Title 5 of this code. Prior to the issuance of any such permit, the Zoning Administrator shall require all applications to include compliance with all applicable state and federal laws. Under no circumstance shall any use, activity, and /or development adversely affect the capacity of the channels or floodways of any watercourse, drainage ditch, or any other drainage facility or system.

B. Alteration or Relocation of Watercourse

Prior to any proposed alteration or relocation of any channels or any watercourse, stream, etc., within this jurisdiction a permit shall be obtained from FEMA, the U.S. Corps of Engineers, the Virginia Marine Resources Commission, the Virginia State Water Control Board (a joint permit application is available from anyone of these organizations.) Notification of the proposal shall be given to all adjacent jurisdictions, the Division of Dam Safety and Floodplain Management (Department of Conservation and Recreation), and the Federal Insurance Administration.

C. Site Plans and Permit Applications

All applications for development in the floodplain district and all building permits issued for the floodplain shall incorporate the following information:

- 1.) For structures to be elevated, the elevation of the lowest floor (including basement).
- 2.) For structures to be floodproofed (non-residential only), the elevation to which the structure will be floodproofed.
 - a. The elevation of the one hundred (100) year flood.
 - b. Topographic information showing existing and proposed ground elevations.
- 3.) Encroachment Provisions:
 - a. No new construction or development shall be permitted within the floodplain district unless it is demonstrated that the cumulative effect of

the proposed development, when combined with all other existing and anticipated development, will not increase the elevation of the one hundred (100) year flood more than one/tenth (1/10) of a foot at any point.

- b. Within any floodway and/or floodplain area, no encroachments, including fill, new construction, substantial improvements, or other development shall be permitted unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with FEMA regulations and standard engineering practice that the proposed encroachment would not result in any increase in the one hundred (100) year flood elevation.

D. Permitted Uses

- 1.) Utilities: All utilities except water facilities and sanitary sewers and storm water systems. The utilities should be located, elevated (where possible), and constructed to minimize the chance of impairment during a flooding occurrence.
- 2.) Streets, Sidewalks and Trails: Streets, sidewalks, and trails should be designed to minimize their potential for increasing and aggravating the levels of flood flow. Drainage openings shall be required to sufficiently discharge flood flows without unduly increasing flood heights. Pervious pavement alternatives are strongly encouraged.
- 3.) Passive Recreational Facilities
- 4.) Existing Structures in Floodplain District: A structure or use of a structure or premises which lawfully existed before the enactment of these provisions, but which is not in conformity with these provisions, may be continued subject to the following conditions:
 - a. Any modification, alteration, repair, reconstruction, or improvement of any kind to a structure and/or use located in any floodplain area to an extent or amount of less than fifty (50) percent of its assessed value, shall be elevated and/or floodproofed to the greatest extent possible;
 - b. The modification, alteration, repair, reconstruction, or improvement of any kind to a structure and/or use, regardless of its location in a floodplain district, to extent of amount fifty (50) percent or more of its market value shall be undertaken only in full compliance with this ordinance and the provisions of the Virginia Uniform Statewide Building Code;
 - c. The changes are required to comply with a citation for a health or safety violation;

- d. The structure is an historic structure and the change required would impair the historic nature of the structure.

5.) Permitted by Special Use:

- a. Sanitary Sewer Facilities: All new or replacement sanitary sewer facilities and private package sewage treatment plants (including all pumping stations and collector systems) shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into the flood waters. In addition, they should be located and constructed to minimize or eliminate flood damage and impairment.
- b. Water Facilities: All new or replacement water facilities shall be designed to minimize or eliminate infiltration of flood waters into the system and be located and constructed to minimize or eliminate flood damages.
- c. Drainage Facilities: All storm drainage facilities shall be designed to convey the flow of surface waters without damage to persons or property. The systems shall ensure drainage away from buildings and onsite waste disposal sites. The Town may require a primarily underground system to accommodate larger, less frequent floods. Drainage plans shall be consistent with local and regional drainage plans. The facilities shall be designed to prevent the discharge of excess runoff onto adjacent properties.

E. Standards for Manufactured Homes and Recreational Vehicles

- 1.) All manufactured homes placed, or substantially improved, on individual lots or parcels, in expansions to existing manufactured home parks or subdivisions, in a new manufactured home park or subdivision or in an existing manufactured home park or subdivision in which a manufactured home has incurred substantial damage as the result of a flood, must meet all the requirements for new construction, including the elevation and anchoring requirements.
- 2.) All manufactured homes placed or substantially improved in an existing manufactured home park or subdivision in which a manufactured home has **not** incurred substantial damage as the result of a flood must be elevated so that either:
 - a. The lowest floor of the manufactured home is elevated no lower 3 feet above the base flood elevation; or
 - b. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade

- c. And the manufactured home must be securely anchored to the adequately anchored foundation system to resist flotation, collapse, and lateral movement;
- d. All recreation vehicles placed on sites must either:
 - 1. be on the site for fewer than 180 consecutive days
 - 2. be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions); or,
 - 3. meet all the requirements for manufactured homes.

Section 23-539 Flood prevention and protection

A. Study and Mitigation.

The Town Council may elect to undertake projects to mitigate future flood damage and implement flood prevention and protection projects, as well as study areas that are subject to recurrent flooding as certified by the Town Zoning Administrator, acting as the Town's floodplain manager. Funding for such projects shall be sought from the Virginia Community Flood Preparedness Fund, both the loan and grant program.

State law reference 10.1-603.25

B. Tax exemption.

A Town resident with property within the floodplain may apply for a partial exemption from Town real estate taxes up to 50% of the local tax for a period not to exceed 10 years to recompensate the owner for flooding abatement, mitigation or resiliency efforts for improved real estate that is subject to recurrent flooding. The Town Zoning administrator is vested with making a determination on qualifying improvements, but the improvements must not increase the size of any impervious area and must be made to qualifying structures completed prior to July 1, 2018 or to land. Land improvements must be for the benefit of qualifying structures. No tax exemption shall apply unless the Town Council has designated in its fiscal budget for each year an amount for which the exemption will be granted for that year.

State law reference Virginia Constitution Article X Section 6; 58.1-3228.1

Section 23-540. Variances in the Floodplain district: In passing upon applications for variances in the Floodplain district, the Board of Zoning Appeals shall satisfy all relevant

factors and procedures specified in other sections of the Town zoning ordinance regarding variances and consider the following additional factors:

- (a.) The danger of life and property due to increased flood heights or velocities caused by encroachments. No variance shall be granted for any proposed use, development, or activity within any floodway area that will cause any increase in the hundred (100) year flood elevation.
- (b.) The danger that materials may be swept on to other lands or downstream to the injury of others.
- (c.) The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.
- (d.) The susceptibility of the proposed facility and its contents to flood and the effect of such damage on the individual owners.
- (e.) The importance of the services provided by the proposed facility to the community.
- (f.) The requirements of the facility for a waterfront location.
- (g.) The availability of alternative locations not subject to flooding for the proposed use.
- (h.) The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
- (i.) The relationship of the proposed use with the comprehensive plan and floodplain management program for the area.
- (j.) The safety of access by ordinary and emergency vehicles to the property in time of flood.
- (k.) The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site.
- (l.) The repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- (m.) Such other factors which are relevant to the purposes of this chapter.

The Board of Zoning Appeals may refer any application and accompanying documentation pertaining to any request for a variance to any engineer or other qualified person or agency for technical assistance in evaluating the proposed project in relation to flood heights and velocities, and the adequacy of the plans for flood protection and other related matters.

Variances shall be issued only after the Board of Zoning Appeals has determined that the granting of such will not result in (a) unacceptable or prohibited increases in flood heights, (b) additional threats to public safety, (c) extraordinary public expense, and will not (d) create nuisances, (e) cause fraud or victimization of the public, or (f) conflict with local laws or ordinances.

Variances shall be issued only after the Board of Zoning Appeals has determined that variance will be the minimum required to provide relief from any hardship to the applicant.

The Board of Zoning Appeals shall notify the applicant for a variance, in writing, that the issuance of a variance to construct a structure below the one hundred (100) year elevation (a) increases the risks to life and property and (b) will result in increased premium rates for flood insurance.

A record shall be maintained of the above notification as well as all variance actions, including justification for the issuance of the variances. Any variances which are issued shall be noted in the annual or biennial report submitted to the Federal Insurance Administrator.

Adopted on its third and final reading this ____ day of _____, 2020.

MAYOR

A public hearing on the above Ordinance was held on the ____ day of _____ 2020, having been advertised in the _____ on _____, _____.

The Ordinance was enacted at the regular meeting of the Town Council held on _____.

ATTEST:

TOWN DEPUTY CLERK

TOWN MAYOR

Vote: Y= Yes N= No A= Abstain

Ronald L. Bowers

Jason Nauman

Joseph Hollis

Linden A. Fravel, Jr.

Tina Stevens

Regina Swygert-Smith

Additional State Law References: Town Charter, 10.1-658; 10.1-659; 10.1-600 et seq.:
15.2-2200 et seq.; 10.1-560 et seq.

RESOLUTION OF APPRECIATION

WHEREAS, Daryl Terrill, was duly elected by the citizens of Middletown, Virginia to serve on Town Council in 2018 serving with energy, devotion, dedication and sense of humor and;

WHEREAS, Daryl Terrill was involved in many decisions and improvements while serving on Planning Commission and Town Council, always with a smile and the willingness to go the extra mile and;

WHEREAS, Daryl Terrill served his Town with Passion and will leave behind a legacy of the love of History, of planning and of tourism and;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and all members of the Stephens City Town Council do hereby take this opportunity on behalf of the citizens of the Town of Stephens City to express our sincere sympathy to the family, friends and Middletown citizens for the loss of Daryl Terrill. We wish him Godspeed.

Adopted this 1st day of September 2020.

Michael Diaz, Mayor

Attest: Kelly Thatcher, Deputy Town Clerk

Jason Nauman, Vice Mayor

Ronald Bowers, Council Member

Linden Fravel, Council Member

Joseph Hollis, Council Member

Regina Swygert-Smith, Council Member

Christina Stevens, Council Member

**Resolution on Equal Protection and Equality
for Citizens of the Town of Stephens City**

BE IT RESOLVED that the Common Council of the Town of Stephens City hereby proclaims its intentions to promote and ensure its residents shall be free and safe from discrimination of all types.

The Town, now celebrating its 262nd year, notes that small Virginia communities have always played an important role in setting the standard for safety, security and harmony in the lives of all of its citizens. Residents deserve to live in a community that is culturally sensitive, responsive and provides a safe environment for its residents, children, families, and elders to live, grow and prosper.

The Town proclaims that discrimination of all types, no matter its base, including discrimination based upon race, creed, color, religion, national origin, sexual orientation or age have no place in this Town. Stephens City hereby pledges to do its part in advocating and enforcing equal protection of the laws and rights of all of its citizens and to promote the welfare of this community. This Town will work to move forward with a community that is blind to labels and titles and instead is intolerant of discrimination. The Town seeks to unify all of its people under the banner of equality.

The Town proclaims that it will endeavor to continue to build and create an inclusive community. Wherever there is a system of oppression within its boundaries, the Town will work to positively heal this system. Wherever there are Town individuals, citizens, families, groups, and organizations that are marginalized, the Town will work positively to promote healing, reconciliation, and justice.

The Town proclaims that the laws of this community, the Commonwealth of Virginia, and the United States of America apply equally to all of its citizens, as guaranteed by both the U.S. Constitution and that of the Commonwealth of Virginia. The Town will use its resources and the power of its people to guarantee its citizens such protections. Moving forward, the people of the Town are united as one.

MAYOR Mike Diaz

Date

ATTEST: _____
DEPUTY TOWN CLERK

Vote: Y= Yes N= No A= Abstain

Ronald L. Bowers

Regina Swygert-Smith

Joseph Hollis

Linden A. Fravel, Jr.

Jason Nauman

Tina Stevens

MOTION FOR CLOSED MEETING

Date: September 1, 2020

Motion By:

I move that the Council of the Town of Stephens City enter Closed Session pursuant to Section 2.2-3711.A.1 of the Code of Virginia, 1950, As Amended, for the purpose of discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers.

VOTE:

Aye –

Nay –

Absent/Abstain -

ATTEST: Kelly Thatcher
Deputy Town Clerk

CERTIFICATION OF CLOSED MEETING

RESOLUTION

Date: September 1, 2020

Motion By:

WHEREAS, the Council of the Town of Stephens City, Virginia has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such Closed Meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

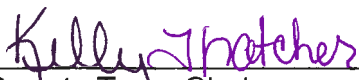
RECORDED ROLL CALL VOTE:

Aye –

Nay –

Absent –

Abstain –



Deputy Town Clerk

STEPHENS CITY CODE

Technical Amendment September 1st 2020

An ordinance to amend Chapter 19, Article V, Section 19-81 of the Town's Taxation ordinance, to make a technical amendment to cap and thus lower or limit the maximum amount of taxes imposed upon Commercial and Industrial Users.

Section 19-81(a) Electric Utility Tax is amended to read as follows:

(a) Tax Levied. There is hereby imposed and levied by the Town of Stephens City, Virginia a monthly tax on each purchase of electricity delivered to consumers by a service provider, classified as determined by such provider as follows:

Residential Consumers: Residential Consumers shall pay a tax of \$3.00

Commercial or Industrial User: Such tax shall be \$1.00 plus the rate of \$0.05 on each kWh delivered monthly to commercial or industrial users, but the tax shall not exceed and is capped at a maximum of 20% off the monthly kWh hour charge imposed by the service provider.

Adopted on its third and final reading this ____ day of _____, 2020.

MAYOR

The Ordinance was enacted at the regular meeting of the Town Council held on

_____.

ATTEST:

TOWN DEPUTY CLERK

Vote: Y= Yes N= No A= Abstain

Ronald L. Bowers

Jason Nauman

Joseph Hollis

Linden A. Fravel, Jr.

Tina Stevens

Regina Swygert-Smith

Additional State Law References: Town Charter, 10.1-658; 10.1-659; 10.1-600 et seq.; 15.2-2200 et seq.; 10.1-560 et seq.

Town of Stephens City Committee Meeting Minutes

Committee: Public Works

Date: Wednesday August 19, 2020 Time: 4:30 pm

Attendees: Committee members- Chairman Tina Stevens, Linden Fravel and Regina Swygert-Smith

Mayor Mike Diaz (remotely)

Staff: Town Manager Mike Majher, Deputy Town Clerk Kelly Thatcher, Brett Swain

Purposes/Subjects to be reviewed:

1. Updates from Public Works

Brief of Committee Actions and Recommendations:

1. Brett Swain gave the following update on what Public Works has been up to.
They have painted the office. The Commons has been seeded. Mowing has been nonstop. Risers have been put in some manholes, two more will be done soon. Four more manholes have been lined. More meters have been put in on Decatur Circle. They are waiting on the permits so they can replace lines on Plymouth and Martin. Mike Majher informed the Committee that a map done by Peed & Bortz should be done by the end of the month. He also stated that all the repairs being done go towards the INI amount. Also, that the money from the 16 new hookups can go towards it. Mayor Diaz asked if the VFW had removed their stuff from the old school. They have not. Tina asked about the status of the old school. Mike informed her that we already have the plans done and showed them to her.

The meeting adjourned at 4:58.

Signature of Chairman

Town of Stephens City Committee Meeting Minutes

Committee: Ordinance

Date: Wednesday August 19, 2020 Time: 5:00 pm

Attendees: Committee members- Chairman Regina Swygert-Smith, Linden Fravel and Jason Nauman
Mayor Mike Diaz and Tina Stevens (remotely)

Staff: Town Manager Mike Majher, Deputy Town Clerk Kelly Thatcher

Purposes/Subjects to be reviewed:

1. Cap on Utilities
2. Resolution

Brief of Committee Actions and Recommendations:

1. Mike Majher discussed the consumption tax that had been passed. The State puts a cap on the tax therefore, we did not think that we had to put the cap into the Ordinance. Because that was not done, Rappahannock Electric did not put a cap on the bills. The result being that all of our business were overcharged. Kelly Thatcher gave the example, using the bill that Sheetz had received, in June their tax was \$128.44 and their July tax was \$2,313.00. Mike proposed that the cap should be put at 10%. Chair Swygert-Smith made the motion to recommend to Council that a cap be put on the tax. The motion passed with all members in favor.
2. Tina Stevens presented a Resolution to the Committee that she would like to see Council pass at the next meeting. The resolution would be on equal protection and equality for the citizens of Stephens City. Tina feels that Stephens City is already inclusive and is doing what the Resolution states. She stated that this isn't just about Black Lives Matter it is about All Lives Matter. She feels that by passing this Resolution that Stephens City can be an example to other jurisdictions. Committee members had a few issues with the Resolution that was circulated. Regina was concerned about the use of Sanctuary City. Jason was also not in favor of Sanctuary City and would like to see sexual preference changed to orientation. He also stated that he is usually not in favor of Resolutions but that in this he understands the spirit that it was presented. He suggested that the Resolution be circulated and that the verbiage in it be reworked. All were in favor of circulating the Resolution and reworking it. They recommended

that all of this be done in the next week so that it can be presented to Council at the meeting that will be held on September 1, 2020.

The meeting was adjourned at 5:28 pm.

Signature of Chairman