

**REGULAR MONTHLY MEETING  
OF THE STEPHENS CITY TOWN COUNCIL  
TUESDAY, September 3, 2019  
7:00 PM**

Mayor Diaz called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Councilor Bowers offered the Invocation.

Roll was called with the following members present:

Mayor Diaz, Vice Mayor Nauman, Councilman Bowers, Councilman Happek, Councilman Hollis,  
Councilwoman Swygert-Smith

Absent: Councilman Fravel

Staff present: Mike Majher, Town Manager; David Griffin, Town Attorney, Kelly Thatcher, Deputy Town  
Clerk; Scott Baber, Sergeant

Absent: Steve Rickards, Town Treasurer;

Guests: Josh Janney, Winchester Star; Tina Stevens, 5213 Pan Tops Road; Rodney Culbreath, 5213 Pan Tops  
Road

**PUBLIC COMMENT**

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

**MINUTES – REGULAR MEETING OF August 6, 2019**

Councilman Hollis moved for approval of the minutes of the regular Town Council Meeting of August 6,  
2019. The Motion carried with the following Recorded VOTE:

Aye - Bowers, Happek, Hollis, Nauman, Swygert-Smith

Nay - None

Abstain - None

Absent – Fravel

**TREASURER'S REPORT**

Treasurer Steve Rickards was absent. Town Manager Mike Majher stated that water bills had been sent out.

**POLICE REPORT – Scott Baber, Sergeant**

Sergeant Baber stated there was nothing added to the report. He stated that Charley was already enjoying  
his retirement.

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

Fire Chief John Jones was not present.

**ACTION AGENDA**

A. Resolution of Appreciation-

Councilman Nauman made the motion to have a Resolution of Recognition and Appreciation of  
Public Service of Charles Bockey, Jr., Police Chief. Mayor Diaz asked for it to be a Roll Call Vote.  
The Motion carried with the following

RECORDED ROLL CALL VOTE:

Aye- Bowers

Happek  
Hollis  
Nauman  
Swygert-Smith  
Nay- None  
Abstain- None  
Absent- Fravel

- B. Appointment of Peed & Bortz LLC to serve as Town Engineer-  
Councilman Hollis made the motion to appoint Peed & Bortz LLC to serve as Town Engineer through August 2020. The Motion carried with the following Recorded VOTE:  
Aye- Bowers, Happek, Hollis, Nauman, Swygert-Smith  
Nay- None  
Abstain- None  
Absent- Fravel
- C. Proclamation for Sherando Pride Week  
Councilman Happek made a motion proclaiming the week of Oct. 6-12 as Sherando Warrior Pride Week. The Motion carried with the following recorded VOTE:  
Aye- Bowers, Happek, Hollis, Nauman, Swygert-Smith  
Nay- None  
Abstain- None  
Absent- Fravel
- D. Allocation of Funds  
Councilman Hollis made a motion to appropriate the funds to cover the expected cost of the Inflow and Infiltration Study by Peed & Bortz as well as the digitization of the town utility maps by iamGIS. The Motion carried with the following recorded VOTE:  
Aye- Bowers, Happek, Hollis, Nauman, Swygert-Smith  
Nay- None  
Abstain- None  
Absent- Fravel

## **COMMITTEE REPORTS**

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

Meeting: Minutes Attached

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

No Meeting: No Comments

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

No meeting: No Comments

### **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: Town Manager Mike Majher reported that members had been polled and everyone was in favor of giving the go ahead to have the movie night at the commons on October 26<sup>th</sup>.

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

Meeting: Mike Majher reported that there had been a request regarding properties that are refinancing the properties through VHDA.

**H. Newtown Heritage Festival Committee**

Meeting: Mayor Diaz reported that things are moving forward on the 2020 Festival.

**APPROVAL OF COMMITTEE MINUTES AND REPORTS**

Councilor Swygert-Smith made a Motion to approve the committee minutes, all were in favor.

**TOWN MANAGERS REPORT**

Town Manager Mike Majher gave the report.

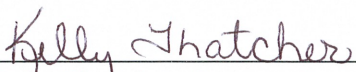
1. Public works replaced the roof on the Old School. Rich did a really good job and saved the town money by doing it in house.
2. Public Works has been busy with mowing and keeping things trimmed. Tree plantings will be coming soon.
3. Water bills have gone out.

**COUNCIL COMMENTS/CALENDAR**

Mayor Diaz asked if there were any adjustments to the calendar or Council Comments. Councilman Hollis stated that he would like the town to take a more active stance on the Community Garden. Councilman Nauman suggested that the town should invest in it to make it more appealing to residents. His suggestion was to invest in a banner. Councilman Hollis stated that he would write the check for it. It was also suggested that this be taken to the Beautification Committee and to Parks & Rec. Mayor Diaz discussed moving Council Meetings to 6:00. Ordinance says that it should be held on the 1<sup>st</sup> Tuesday of the month unless a Holiday or Election Day coincide. It was decided that there would be a Public Hearing held in October and then action could be taken.

There being no further business, Councilman Hollis made a Motion to adjourn at 7:21 pm and the Motion carried unanimously.

  
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Michael A. Diaz, Mayor

  
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Kelly Thatcher, Deputy Town Clerk