

**REGULAR MONTHLY MEETING  
OF THE STEPHENS CITY TOWN COUNCIL  
TUESDAY, August 7, 2018  
7:00 PM**

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

Councilwoman Thatcher, offered the invocation.

Roll was called with the following members present:

Mayor Mike Grim, Vice Mayor Ronald Bowers, Councilman Joseph Hollis, Councilwoman Swygert-Smith, Councilwoman Kelly Thatcher

Absent: Councilman Linden Fravel Jr., Councilman Jason Nauman

Staff present: J. David Griffin, Town Attorney; Michael Majher, Town Manager; Steve Rickards, Town Treasurer

Absent: Charles Bockey Jr., Chief of Police; Michele Stone, Town Clerk

Guests: Michael Diaz 5207 Pan Tops Road Stephens City VA,

**PUBLIC COMMENT**

Mayor Grim asked if anyone in the public had any comments. There were no public comments

**MINUTES – REGULAR MEETING OF JULY 3, 2018**

Councilman Hollis moved for approval of the minutes of the regular Town Council meeting of July 3, 2018, with the correction the Councilwoman Swygert-Smith gave the invocation on the July the Motion carried with the following Recorded VOTE:

Aye - Bowers, Hollis, Swygert-Smith, Thatcher

Nay - None

Abstain - None

Absent – Fravel, Nauman

**TREASURER'S REPORT**

Treasurer Steve Rickards reported that currently the collection rate for Real estate taxes stands at ninety four point five five percent and Personal Property stands at seventy eight point one zero percent. Late notices for tax payments will be going out which will bring the collection rate higher.

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

Police Chief Charles Bockey was not present to give the report. Report is attached.

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

Fire Chief John Jones reported that during the month of July there were eighteen emergency incidents for the Town, two hundred and twenty five for Frederick County for a total of two hundred and forty three combined responses. Stephens City Fire Department will have a Fall Fund Drive starting October first and will be sending a letter requesting donations for the purchase of a new ladder truck. The Fire

Department will also be applying for an EMS grant for equipment. The Department has been busy with water rescues and training, there will be members certifying for Open Water Diving and one certifying for Swiftwater Technician.

### **ACTION AGENDA**

#### **Resolution for Sherando Spirit Week**

Mayor Grim commented that Vice Mayor Bowers will be giving the presentation this year. Councilwoman Swygert- Smith made a Motion to approve September 16-22, 2018 as Sherando High School Spirit Week and the Motion passed with the following recorded VOTE:

Aye- Bowers, Hollis, Swygert- Smith, Thatcher

Nay- None

Abstain- None

Absent- Fravel, Nauman

### **COMMITTEE REPORTS**

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

No Meeting: No Comments

#### **B. Personnel Committee –Kelly Thatcher, Chair**

No Meeting: No Comments

#### **C. Public Safety Committee – Ronald Bowers, Chair**

No Meeting: Chairman Bowers commented that there will be a meeting this month.

#### **D. Public Works Committee – Regina Swygert-Smith Chair**

Meeting: Minutes Attached- Chairwoman Swygert- Smith commented there was nothing to add.

#### **E. Water /Sewer Committee - Jason Nauman, Chair**

Meeting: Minutes- Chairman Nauman was not present to give the report. Mayor Grim reported that Town Manager Mike Majher had been attempting to contact Middletown in regards to the joint utility venture but has had no response from Middletown.

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

No Meeting: No Comment

#### **G. Newtown Heritage Festival**

Meeting: Steve Rickards reported that the Committee will be having a meeting on Thursday August 16, and will be discussing preparations for the May 2019, Festival. The finalized 2018 Festival report is included and has a small surplus of two hundred forty five dollars and thirty six cents.

### **APPROVAL OF COMMITTEE MINUTES AND REPORTS**

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

### **TOWN MANAGERS REPORT**

1. Evan Wyatt with Green Way spoke in regards to the Bluestone Industrial Project. Mr. Wyatt explained that he was present to give an update of the complete Declaration Document by Bluestone Industrial Development which outlines the proposed private street maintenance and repair obligation requirements and explanation of the HOA within Bluestone Industrial Development. See

Minutes for full Declaration. Vice Mayor Bowers made a Motion to accept the Declaration and the Motion passed with the following recorded VOTE:

Aye- Bowers, Hollis, Swygert- Smith, Thatcher

Nay- None

Abstain- None

Absent- Fravel, Nauman

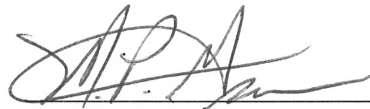
2. The Town Office had basement flooding this month and John Jones helped with the cleanup.
3. A new sign will be ordered for the office entrance similar to those at the entrances to town.
4. VDOT will be street cleaning on Main Street this month and will coordinate with public works.
5. Smoke testing has been postponed due to the extended periods of rain this past month.
6. Donations have been generous for Lenny the dog and the amount donated is around one thousand dollars which will pay for a dog statute to Lenny's gravesite. Omps will be donating the headstone.
7. Late notices for water bills will be going out, cut offs will be next week and readings will be at the end of the month.

#### **COUNCIL COMMENTS/CALENDAR**


Mayor Grim asked if there were any adjustments to the calendar or Council Comments.

There were none

There being no further business, Councilwoman Thatcher Made a Motion to adjourn at 7:15 pm and the Motion carried unanimously.



Michael P. Grim, Mayor



Michele Stone, Town Clerk