

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, SEPTEMBER 7, 2021
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 Fravel, Councilman Bowers, Councilman Fravel, Councilwoman Smith, Councilwoman Stevens, Councilwoman Swygert-Smith

Staff present: Mike Majher, Town Manager; Kelly Thatcher, Town Clerk; Dave Griffin, Town Attorney; Steve Rickards, Town Treasurer; Bill Copp, Police Chief; Timothy Vaught, Fire Chief; Josh Cook, Police Officer

Guests: Josh Janney, Winchester Star; Allen McIntire, Sockhead Records

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. Allen McIntire addressed Council. He would like to use the Commons to have a concert on September 24th from 6-10. He had called the office and was told that all Concerts had to be approved by the Council. Councilman Bowers made the Motion to allow the concert on September 24th. The Motion carried with the following VOTE:

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

MINUTES - REGULAR MEETING OF AUGUST 3, 2021

Councilwoman Swygert-Smith pointed out a typo on page 2 of the minutes, Resolution was misspelled. Councilwoman Swygert-Smith then moved for approval of the minutes of the regular Town Council Meeting of July 6, 2021 with corrections to page 2. The Motion carried with the following VOTE:

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

TREASURER'S REPORT - Report attached

Town Treasurer Steve Rickards reported that the Town had a strong and robust month ending with a strong net positive. He stated that it had a lot to due with the increase we have been seeing in sales tax. The Town had a successful first half tax season. Late fees and water cutoffs were reinstated this month. There was really no change in the amount the Town normally had prepandemic. Mr. Rickards stated that many of the citizens had caught up with their bills and others had started payment plans. Mayor Diaz asked about the new phone system the Town would be getting. Mr. Rickards informed Council that we would be changing our phone services. We will be going through Konica Minolta. This change will be happening in the next few weeks and will save the Town around \$120 a month.

POLICE REPORT - Report attached

Chief Copp read his report. He read a letter that was sent to him praising Jason Nauman's life-saving event that occurred last month at the KFC. He introduced the newest member to the police department, Josh Cook.

Josh let Council that he was glad to be here and already felt at home.

Mayor Diaz welcomed Josh. He congratulated Chief Copp on his one-year anniversary of being Chief of Police.

SCVFD REPORT- Report attached

Chief Vaught read his report. He stated that they had added an extra 120 chicken dinners and they still sold out. They are still not sure exactly where they will be positioned for their boot drive, it is usually at White Oak and Fairfax. The breakfast/open house will be held on the last day of Fire Prevention Week and Chief Vaught encouraged all to attend.

ACTION AGENDA

Public Hearing for Input on ARPA Expenditures

Mayor Diaz opened the Public Hearing for Input on ARPA Expenditures. There were no comments from the Public. Mayor Diaz closed the Public Hearing.

Public Hearing for Changes to Chapter 13

Mayor Diaz opened the Public Hearing for Changes to Chapter 13. There were no comments from the Public. Mayor Diaz closed the Public Hearing.

Public Hearing for Changes to Chapter 19

Mayor Diaz opened the Public Hearing for Changes to Chapter 19. There were no comments from the Public. Mayor Diaz closed the Public Hearing.

Schedule Public Hearing for Changes to Chapter 17

Mayor Diaz asked Attorney Dave Griffin to explain. Dave explained that a section should be added to Chapter 17 that governs the application for vacation of roadways, alleys and public rights of way within the Town. It was decided that the Public Hearing would be held on October 5th at the regularly scheduled Council meeting.

Sherando High School Week Proclamation

Town Clerk Kelly Thatcher read the following Proclamation:

PROCLAMATION

SHERANDO HIGH SCHOOL SPIRIT WEEK

WHEREAS, Sherando High School has become a vital part of the Town of Stephens City, Virginia, providing educational and recreational opportunities to all the residents; and

WHEREAS, the education of the youth of the community is of paramount importance to the future of the Town; and

WHEREAS, it is in the best interests of the Town of Stephens City, its merchants and its citizens to promote activities sponsored by Sherando High School within the Town limits; and

WHEREAS, the Town Council of the Town of Stephens City has agreed to support the Sherando High School homecoming activities;

NOW THEREFORE, we, the Town Council of the Town of Stephens City, do hereby proclaim the week of September 26, 2021 as

Sherando High School Spirit Week
in Stephens City, Virginia, and call upon all the residents of
the Town to join us in supporting the activities of Sherando
High School during this week.

Councilwoman Regina Swygert-Smith made the Motion to approve the Proclamation. Councilwoman Stevens
seconded the Motion. The Motion carried with the following VOTE:

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

Mayor Diaz stated that as a Sherando Alumni he really appreciated the Town give to the High School.

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

Meeting: Minutes attached

D. Public Works Committee –Mariah Smith, Chair

No Meeting: Councilwoman Smith thanked the Mayor, Mike Majher and Dave Griffin for meeting with her.
She is looking forward to her first meeting October 20th.

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

No Meeting: No Comments

F. Parks and Recreation Commission- Tina Stevens, Chair

Meeting: Councilor Stevens wanted to remind everyone to make sure they pick up their teal ribbon to adorn
their houses. She also reminded everyone about the Homecoming Parade on the 30th and the Movie night on
October 16th.

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

No Meeting: Vice-Mayor Fravel informed Council that he had received an application from Brian Woodruff
for Planning Commission. He thought he was a good candidate. Vice-mayor Fravel made the Motion to
appoint Brian Woodruff to Planning Commission. The Motion carried with the following VOTE:

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

H. Newtown Heritage Festival Committee

No Meeting: No Comments

APPROVAL OF COMMITTEE MINUTES AND REPORTS

Vice-Mayor Fravel made a Motion to approve the committee minutes. The minutes were approved with the
following VOTE:

Bowers- Aye
P. Fravel-Aye
Stevens-Aye

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

TOWN MANAGERS REPORT

Town Manager Mike Majher reported:


1. Thank you to all the Staff for taking care of everything while I was out for two weeks following the birth of my daughter Rose Elise.
2. The Police Department is now fully staffed.
3. Those residents with outstanding water bills are doing great getting them paid up.
4. Trash this week will be Thursday due to the holiday on Monday.
5. Manhole lining that was supposed to happen last month was delayed due to the weather. They will come this month and do 7 manholes.
6. Public works has done a water repair on Shoe Buckle and a hydrant repair on Comer.
7. The mayor found a printer online that will print large maps and plans. The town purchased it for a very good price.
8. Make sure to come out and support our very first Movie on Main Street October 16th.

COUNCIL COMMENTS/CALENDAR

Mayor Diaz asked if there were any comments from Council or changes to the calendar. Town Clerk Thatcher corrected the time for October's council meeting and added that the offices would be closed on October 11th.

Vice-mayor Fravel wanted to acknowledge the passing of a long-time friend of the Town, Dicky Sandy. He did a lot for the Town, and he will be deeply missed. Councilwoman Swygert-Smith added that she was going to miss seeing him go by in his lavender blue truck.

There being no further business, Vice-Mayor Fravel made a motion to adjourn at 6:41pm and the motion carried unanimous.



Michael A. Diaz, Mayor



Kelly Thatcher, Town Clerk