

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, October 6, 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; Bill Copp, Police Chief

Guests: Josh Janney, Winchester Star;

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments. Matthew Miles of 5123 Main Street addressed Council. He introduced himself and stated that he was the owner of Miles to Go Tree Service. He is interested in contracting with the town for mowing, tree trimming and landscaping.

MINUTES – REGULAR MEETING OF September 1, 2020

Councilman Hollis moved for approval of the minutes of the regular Town Council Meeting of September 1, 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 September had been a very good month for the Town. He stated that the second half tax bills had been printed and were being mailed out. Mr. Rickards said collections are steady and the number of delinquent utility account has gone down with a few residents taking advantage of payment plans.

POLICE REPORT – Report attached

Chief Copp read his report. He informed Council that the National Night out had been cancelled. He stated that he has been quite busy cleaning and organizing the Police Department. He said that there have been applications received but was hoping for a few more. He wanted everyone to know how appreciative he is of all the support he has gotten since being hired as Chief of Police.

SCVFD REPORT- Report attached

Mayor Mike Diaz read the report.

ACTION AGENDA

1st & 2nd Reading of Continuity of Operations Ordinance

Mayor Diaz asked the Clerk to do the first reading of the Ordinance by title only. The Clerk read,

"Emergency Ordinance To Continue Temporary Changes In Certain Deadlines And To Modify Public Meeting And Public Hearing Practices And Procedures To Address Continuity Of Operations Associated With Pandemic Disaster". Councilman Fravel made the Motion to Adopt the First reading of the Ordinance. The Motion carried with the following VOTE:

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

Mayor Diaz asked the Clerk to do the second reading of the Ordinance by title only. The Clerk read, "Emergency Ordinance To Continue Temporary Changes In Certain Deadlines And To Modify Public Meeting And Public Hearing Practices And Procedures To Address Continuity Of Operations Associated With Pandemic Disaster". Councilman Fravel made the Motion to Adopt the Second reading of the Ordinance. The Motion carried with the following VOTE:

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

Public Hearing on Appropriations of CARES Act Funds

Town Manager Mike Majher asked Council if October 27th would be a night that all could be available for the Public Hearing. All council members were in agreement.

Ordinance on Appropriations of Cares Act Funds

Councilor Hollis made a motion for the adoption of the following:

The Town is the recipient of its share of CARES funds that may be used to cover costs that are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus disease 2019. CARES Funds can only be used for items not accounted for in the budget as of March 27, 2020, and were incurred during the period that began March 1, 2020 and ends on December 30, 2020. As the funds exceed 1% of the Town budget, we will schedule a special public hearing and following that public hearing will approve the expenditure plan. Staff and Town Committees have met and recommend the Town use COVID funds to address the following general matters and I recommend we proceed on public comment at a public hearing and then move forward to:

1. Reimburse the Town for COVID hardware and software purchased to allow remote access by citizens and officials to continue to carry on public meetings and business;
2. An additional grant/appropriation to provide the public works department with required Personal Protection Equipment (PPE) and technology;
3. An additional grant/appropriation to the police department for required PPE and sanitizing equipment and solutions;
4. An additional appropriation to provide tablets for Town officials use for remote access for meetings both locally, regionally and statewide;
5. Grants to provide infrastructure improvements for internet access in locations in Town that are not presently served by commercial internet;

6. Grants/appropriation for design/phase 1 build of converting a portion of the old schoolhouse into a large public COVID regional operations center and meeting space with broadband access for citizens, with small private rooms for telehealth and possible COVID testing and vaccinations . The current Town office facility has demonstrated that it does not work in any way for maintaining social distancing, or for large groups to meet or as a place to provide meeting space and internet access for Town residents.

7. As the Town is not legally obligated to follow the state procurement policies due to our small size, I further recommend that we suspend our own procurement policies for these specific projects so as to meet the COVID fund requirements that projects be funded and completed before the end of the year. I ask that we set this public hearing and special council meeting as soon as possible and that the Town Staff proceed with necessary groundwork to move this forward.

The Motion carried with the following 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

Joint Meeting with Public Safety: Minutes attached, no additional comments.

C. Public Safety Committee –Jason Nauman, Chair

Joint Meeting with Personnel: Minutes attached, no additional comments.

D. Public Works Committee –Tina Stevens, Chair

Meeting: Chairwoman Stevens read the attached minutes.

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

Meeting: Chairwoman Swygert-Smith would like to have another look at Chapter 22 before amending that chapter.

F. Parks and Recreation Commission- Ronald Bowers, Chair

No Meeting: Chairman Bowers stated that there would be a meeting to firm up the plans for the Veteran's Day service.

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

Meeting: Chairman Fravel stated that the meeting had been a work session.

H. Newtown Heritage Festival Committee

Meeting: Mayor Diaz reported that the committee is hard at work on plans for next year's festival. They are trying to decide if they should make it one day or two.

APPROVAL OF COMMITTEE MINUTES AND REPORTS

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

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

TOWN MANAGERS REPORT

Town manager Mike Majher reported:

1. The family and friends were very appreciative of the Town's participation in her 100th birthday parade. Town staff was happy to have been invited to participate.
2. Tax bills have been prepared and are being sent out. Staff looks forward to timely payment.
3. Late notices for past taxes and utility bills have been sent as well. Outstanding balances on utility accounts continue to diminish.
4. The requests for extra cans have been delivered to the residents. Should anyone require additional cans please contact the town office.
5. The new Flood Plain maps show that the property the town owns across the interstate is no longer listed as being within the designated floodplain.
6. Leaf pickup will start in November and will extend through the first week of December.
7. Home Depot will be working with the town to redesign the community garden and will be donating all the materials. Their assistance is greatly appreciated.

COUNCIL COMMENTS/CALENDAR

Mayor Diaz read a Thank You letter from the family of Darryl Terrill. Deputy Town Clerk Kelly Thatcher informed council that there would be a ribbon cutting ceremony for the I Can, Too organization on Thursday October 15th at 4:00.

There being no further business Councilman Fravel made a motion to adjourn at 6:36 pm and the motion carried unanimously.

Michael A. Diaz, Mayor

Kelly Thatcher, Deputy Town Clerk