

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, NOVEMBER 1, 2022
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; Steve Rickards, Town Treasurer; Bill Copp, Police Chief; Timothy Vaught, Fire Chief; Chris James, Police Sergeant; Cody Arbogast

Guests:

Marshall Werner

PUBLIC COMMENT

Mayor Diaz asked if anyone from the public had comments.

Mayor Diaz introduced Marshall Werner, a new Town resident that had just joined the NHF Committee. He also stated that Marshall had voiced his desire to do more for the Town. Mayor Diaz stated that there was an opening on HPC and Marshall was interested in serving.

Councilwoman Swygert-Smith made the Motion to appoint Marshall Werner to HPC. 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 OCTOBER 4, 2022 and SPECIAL MEEETING OF SEPTEMBER 20, 2022

Councilman Fravel moved for approval of the minutes of the regular Town Council Meeting of October 4, 2022 and the Special Meeting of September 20, 2022. 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 stated that it had been a good month in fact it had been rather robust. SCC tax and sales tax were strong. Real Estate Tax has been steadily coming in.

POLICE REPORT – Report attached

SCVFD REPORT- Report attached

Chief Vaught read his report. He stated that the Department had been quite busy with School, Daycare and station visits to educate on fire safety. Santa rides will begin after the Tree lighting.

ACTION AGENDA

A. Public Forum Schoolhouse Referendum

Mayor Diaz stated that one week from today the election would be held. He asked if there was anyone from the Public had any questions about the referendum. Marshall Werner asked what the time frame was on the remodel. Mike Majher explained that if the referendum passed, we would receive the Certification of the votes. Once they were received they would be sent to a lawyer in Harrisonburg. Then the USDA will walk us through each step. The project would go out for bid. We are hopeful that it will be finished in 2024.

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

No Meeting: Councilman Bowers said that there will be a meeting on the 26th of November.

D. Public Works Committee - Mariah Smith, Chair

No Meeting: No Comments

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

No Meeting: Councilwoman Swygert-Smith said that there would be an Ordinance meeting when Mr. Griffin got back from his trip.

F. Parks and Recreation Commission - Tina Stevens, Chair

No Meeting: No Comments

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

No Meeting: No Comments

H. Newtown Heritage Festival Committee

Meeting: Mayor Diaz stated that NHF had formed their committees for the coming year. He also said that they are actively looking for volunteers. The committee has gained two new members from their efforts.

TOWN MANAGERS REPORT

Town Manager Mike Majher reported:

1. That Noelle Majher had asked him to Thank Mr. Bill for the Public Safety Day, especially the lizards.
2. The referendum will be held next week, it is important for everyone to get out and vote and to encourage all residents to also.

3. There have been some conflicts with some of the street names for West Wynd. Some of the names that were chosen years ago have already been used by Frederick County.
4. The plans for Valley Pike were received.
5. The last Movie on Main didn't have a very good turnout as a result of the cold weather.
6. A big Thank You to the Police Department for their presence on Halloween night and for handing out candy.
7. A planned water shutoff did not go as planned; it affected the entire town instead of just the area that had been notified.
8. That Treasurer Rickards has been working with the Auditors from Florida. Their remote system has made the process a lot less painful.
9. Leaf pickup will be every Monday in November and the first Monday in December.
10. The Tree lighting will be December 2 at 6:00 pm.
11. The Veteran's Day ceremony will be on Friday the 11th at 8:00 am.
12. The new decorations for Main Street have been ordered.

CLERK'S REPORT

Town Clerk Kelly Thatcher wanted to thank Bret and Rich for putting flyers on every house in town informing the residents of work on the water lines. She also wanted to thank Steve for his work on the newsletter. The clerk asked for help on election day with setting up the table, signs and canopy. We are planning a Welcome packet for new residents, if anyone has anything they would like included in the packet please let the Clerk know.

COUNCIL COMMENTS/CALENDAR

Mayor Diaz asked if there were any comments or if there were any changes to the calendar. The Clerk wanted to make sure that Public Safety and Ordinance noted on their calendars the meetings on the 22nd.

There being no further business, Vice-Mayor Fravel made a motion to adjourn at 6:43 pm and the motion carried unanimously.

Michael A. Diaz, Mayor

Kelly Thatcher, Town Clerk