

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, NOVEMBER 7, 2017
7:00 PM**

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

Councilman Hollis offered the invocation.

Roll was called with the following members present:

Mayor Mike Grim, Councilman Linden A. Fravel Jr., Councilman Joseph Hollis, Councilman Jason Nauman, Councilwoman Regina Swygert- Smith, Councilwoman Kelly Thatcher

Absent: Vice Mayor Bowers

Staff present: J. David Griffin, Town Attorney; Michael Majher, Town Manager; Charles Bockey Jr., Chief of Police; Steve Rickards, Town Treasurer; Michele Stone, Town Clerk

Guests: None

PUBLIC COMMENT

None

MINUTES – REGULAR MEETING OF OCTOBER 3, 2017

Councilman Hollis moved for approval of the minutes of the regular Town Council meeting of 2017, the Motion carried with the following Recorded VOTE:

Aye – Fravel, Hollis, Nauman, Swygert-Smith, Thatcher

Nay - None

Abstain - None

Absent – Bowers

TREASURER'S REPORT

Treasurer Steve Rickards reported that there was a positive results for the first budget quarter. Tax collections are steadily coming in.

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

Police Chief Charles Bockey reported that the Police Department had all four Officers out and present during Trick or Treating passing out candy and glo sticks. Chief Bockey reported that everything went well and there were no incidents. Officer Bill Copp will be receiving an award from Shenandoah County.

SCVFD REPORT- John Jones, Fire Chief

Fire Chief Jones reported that the Fire Department has had a very busy month, the Department responded to a total of twenty five calls within the Town for the month of October, they responded to a total of one hundred eighty seven calls within Frederick County for a total of two hundred and twelve calls for the Month of October. Chief Jones reported that the new building is still to be completed, the

concrete slab has been poured and awaiting the interior walls. The new Medic Unit will be available at the Next Town Council Meeting for everyone to view. Challenge Coins have arrived.

COMMITTEE REPORTS

A. Finance Committee – Joseph Hollis, Chair

No Meeting: No Comment

B. Personnel Committee –Kelly Thatcher, Chair

No Meeting: No Comment

C. Public Safety Committee – Ronald Bowers, Chair

No Meeting: No Comment

D. Public Works Committee – Regina Swygert- Smith Chair

No Meeting: Chairwoman Swygert-Smith reported that the Public Works Department had spoken with Brad Judd of 84 Athletes and that he requested to extend his lease of the cafeteria building for another year. Councilwoman Swygert-Smith moved to grant Mr. Judd's lease for another year under the same terms with monthly inspections of the property. The Lease will be revoked if the terms and conditions are not abided by. The Motion carried with the following recorded VOTE:

Aye – Hollis, Fravel, Nauman, Swiygert-Smith, Thatcher

Nay- None

Abstain- None

Absent- Bowers

E. Water /Sewer Committee - Jason Nauman, Chair

No Meeting: No Comment

F. Parks and Recreation Commission- Ronald Bowers, Chair

Meeting: Councilman Nauman reminded everyone that there will be a Wreath Laying Ceremony at the Veterans Memorial on Saturday November 11, 2017 at 8:00 am.

G. Newtown Heritage Festival

Meeting: Steve Rickards gave the report. Mr. Rickards reported that Clems garage has lent their Wagon to the Newtown Heritage Festival Committee for as long as the Committee would like to use it.

APPROVAL of COMMITTEE MINUTES AND REPORTS:

Councilman

TOWN MANAGER'S REPORT - Michael Majher

1. Tax bills have been mailed out and revenues from payments are coming in
2. Public works has been grinding stumps
3. Leaf pick is every Monday during November
4. The Town will be Closed for Veterans Day
5. Public Works will continue conducting sewer system smoke testing.
6. The Town will hold a tree lighting ceremony Monday December 4, 2017 hosted by The Camp of Faith Church

COUNCIL COMMENTS/CALENDAR

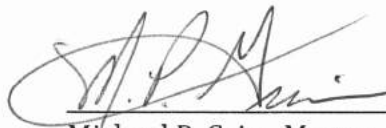
Mayor Grim asked if there were any adjustments to the calendar or Council Comments.
There were no adjustments or comments

November 22, 2017 Finance Meeting is moved to November 29, November Public Safety Meeting moved to November 16. The November 14, Personnel Meeting is cancelled.

December 26, 2017 Planning Meeting is moved to December 12, December Parks and Recreation Meeting is moved to December 18.

At 7:30 pm Councilman Nauman moved to go into Closed Session

No action was taken as a result of the Closed Session. There being no further business, Councilman Fravel made a Motion to adjourn at 8:30 pm, and the motion carried unanimously.

A handwritten signature in dark ink, appearing to read "M. P. Grim", is written over a horizontal line.

Michael P. Grim, Mayor

A handwritten signature in dark ink, appearing to read "Michele Stone", is written over a horizontal line.

Michele Stone, Town Clerk

MOTION FOR CLOSED MEETING

Date: November 7, 2017

Motion By: Nauman

I move that the Council of the Town of Stephens City enter Closed Session pursuant to Section 2.2-3711.A.7 of the Code of Virginia, as amended for the purpose of consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel

VOTE:

Aye –

All present

Nay –

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Absent/Abstain -

Bowers

ATTEST:

Michele Stone
Michele Stone
Town Clerk

MOTION FOR CLOSED MEETING

Date: November 7, 2017

Motion By: Nauman

I move that the Council of the Town of Stephens City enter Closed Session pursuant to Section 2.2-3711.A.1 of the Code of Virginia, 1950, As Amended, for the purpose of discussion of personnel matters.

VOTE:

Aye –


All present

Nay –

Absent/Abstain -

Bowers

ATTEST:


Michele Stone
Town Clerk

**CERTIFICATION OF CLOSED MEETING
RESOLUTION**

Date: November 7, 2017

Motion By: Nauman

WHEREAS, the Council of the Town of Stephens City, Virginia has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such Closed Meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

RECORDED ROLL CALL VOTE:

Aye -

All present

Nay -

Absent - Bowers

Abstain -



Michele Stone, Town Clerk