

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, DECEMBER 1, 2020
6:00 PM**

Mayor Diaz called the meeting to order at 6:00 pm.

Mayor Diaz asked that we observe a moment of silence.

Roll was called with the following members present remotely:

Mayor Diaz, Vice-Mayor Nauman, Councilman Bowers, Councilman Fravel, Councilman Hollis,
Councilwoman Stevens, Councilwoman Swygert-Smith

Staff present remotely: Mike Majher, Town Manager; Kelly Thatcher, Deputy Town Clerk; 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. There were no comments.

MINUTES – REGULAR MEETING OF NOVEMBER 10, 2020

Councilman Hollis moved for approval of the minutes of the regular Town Council Meeting of November 10, 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 was not in attendance. Town Manager Mike Majher reported that it had been a very robust month. Councilman Hollis asked about this month's cigarette and lodging tax as they were not included in the report. Deputy Town Clerk informed council that with the office being closed that they had not been applied in time to be included in the report.

POLICE REPORT – Report attached

Chief Copp read his report. He stated that he is still hard at work organizing the department and is actively working on the hiring process for new officers. He also stated that there had been a hit and run and the State Police had handled the situation.

SCVFD REPORT- Timothy Vaught

Fire Chief Timothy Vaught reported that the breakfast with Santa was cancelled. He was hoping that the visits through the neighborhoods would still take place. He also reported that two large shipments of PPE were pending.

ACTION AGENDA

FINAL READING FOR TRAILER & CAMPGROUND ORDINANCE

Mayor Diaz asked the Deputy Town clerk to do the final reading for the Trailer & Campground Ordinance by title only. Councilman Fravel made the Motion to adopt the Final reading. 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

No Meeting: No Comments

C. Public Safety Committee –Jason Nauman, Chair

No Meeting: No Comments

D. Public Works Committee –Tina Stevens, Chair

No Meeting: No Comments

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

No Meeting: No Comments

F. Parks and Recreation Commission- Ronald Bowers, Chair

No Meeting: Councilman Bowers stated that an Eagle Scout had called him to see about doing a project for the Memorial but had not called back to proceed.

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

No Meeting: No Comments

H. Newtown Heritage Festival Committee

Meeting: Mayor Diaz stated that the committee was looking forward to 2021. He said the committee was working on two different scenarios for the 2021 festival, one being a smaller version and the other being virtual.

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
Hollis-Aye	Nauman-Aye
Swygert-Smith-Aye	Stevens-Aye

TOWN MANAGERS REPORT

Town Manager Mike Majher reported:

1. The Town offices had been closed for 14 days due to a confirmed case of COVID among staff.
2. Water bills and tax bills are due and payments are greatly appreciated.
3. There have been lots of new utility accounts in spite of the pandemic and holidays.
4. Leaf pick up will continue on the 5th and 12th of this month.
5. Unfortunately there will be no official tree lighting this year due to COVID.

COUNCIL COMMENTS/CALENDAR

Mayor Diaz informed Council that a Retreat was going to be scheduled for early next year for all members. He then asked if there were any comments from Council. Councilman Nauman suggested that Town employees be given the week after Christmas off. Councilor Stevens made the Motion that the Town Office be closed and employees have off December 28th through the 31st in addition to the normal given holiday days. The Motion carried unanimously.

Councilman Hollis made this statement:

Since this is my last meeting, I'd like to take this opportunity to state that I feel that the Town of Stephens City is presently stronger financially and administratively than it has been in my eighteen year tenure as a council member.

This is in no small part due to Mike Majher's thoughtful and professional leadership. He has set the tone for the Town to begin looking forward to being a viable community instead of maintenance of the status quo. He has galvanized the office staff and the council and gained their commitment to his vision.

I have served on many boards throughout my professional career, but none that reached consensus as easily and amicably as this group.

I have thoroughly enjoyed my time on Town Council (sometimes more than others, Thank you Frederick County and Frederick water), and feel that not only have we worked hard together in the interest of the town, but have gained the respect and friendship of each other.

I look forward to an incredibly bright future for Stephens City, and am confident in the abilities of the Town Manager, his staff and all of you.

Thank you for the opportunity.

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