

**REGULAR MONTHLY MEETING
OF THE STEPHENS CITY TOWN COUNCIL
TUESDAY, December 3, 2019
7:00 PM**

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

Councilor Nauman offered the Invocation.

Roll was called with the following members present:

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

Absent: Councilman Hollis

Staff present: Mike Majher, Town Manager; David Griffin, Town Attorney, Kelly Thatcher, Deputy Town Clerk; Steve Rickards, Town Treasurer; Interim Chief of Police, Steve Hawkins; John Jones, Fire Chief; Bill Copp

Guests: Josh Janney, Winchester Star; Kim and Billy Clem, 5172 Steele Ct.; Belinda Double, 5150 Barley Dr.; Bill Dodson, 5148 Main St.; Lois Hall, 5151 Barley Dr.; Arthur Sperry, 1036 Bridle Ct.; Allen and Amber Hammons, 108 Pittman Ct.; Eddie and Pam Wilkins, 5275 Chestnut Circle; Monica Ritenour, Woodside Circle; Aaron Cabbage, Stanley, Va.; Pete Fravel, 121 Smokehouse Ct.; Stephen Moore, 102 Smokehouse Ct.

PUBLIC COMMENT

Mayor Diaz stated that since we were holding the community forum for Chief of Police that he would like to first ask if there were any public comments on other Town Matters. As there were none, Mayor Diaz then opened the floor to comments on the selection of Chief of Police.

Judy Whiting stated that she wants a Chief that knows the town and its residents, someone that will look over her place, someone that she can call. She stated that she thought Bill Copp was that man. Belinda Double wants a Chief that knows the community, has character, goes to every event, someone that takes care of our town and keeps us safe. She stated that Bill Copp was the Heartbeat of the Community, a leader that not only has leadership skills but that also leads by example. Lois Hall agreed with both woman and put in her support for Bill Copp. Kim Clem on behalf of her husband Billy and Clem's Garage wanted Council to know that they wanted a Chief that lived in town and that was dedicated to the town. Arthur Sperry wants a new Chief that knows and loves the community, one that shows it by deeds not by words. Bill Dodson told a story about a runaway that came to his house. He stated that he knew the person he could call and would help was Bill Copp. He made it clear that he was in complete support of Bill Copp for Police Chief. Eddie Wilkins would like to see a Chief that is diligent, responsible, that has a good sense of humor, good character and will do a good job. Pam Wilkins added that she wanted someone that was friendly. Alan Hammons wants someone that acts professionally. He said he felt that person was Bill Copp and that Bill was already doing the job. Steven Moore stated that he thought Bill Copp had everything that he would like to see in a Chief. He wants someone that has his finger/pulse on the town, someone that knows when things are going right or wrong in town, a person that represents the town well. Acting Chief Steve Hawkins presented the Town Manager with a letter from the Town's Police Administrative Clerk in support of Bill Copp. Brad and Joyce Largent wanted to attend the meeting but were unable so sent a letter to be read. They are in favor of a Chief that lives in Town. Seth Thatcher sent an email to be read that he would like to see a Chief that lived in Town, knew the Town and its residents. He also stated that he had faith that Council would take the residents comments into consideration and that they would make the best choice for the town. Pete Fravel stated that he was looking for three things when it came to the next Chief, experience, character and good fit. Pete said that Bill Copp fit character and good fit perfectly. He then told council that while Bill may not have the police experience that they were looking for he does have life experience and that that can be the experience that is needed. Belinda Double then asked if this would be the only chance for the

residents to give their input.

Vice Mayor Nauman then took the time to explain the next steps in the process which were as follows:

Panel review, narrowing the 23 applications down to 10

Peer review, narrowing the 10 down to 6

Interviews will begin with the final 6

Comprehensive assessment will help determine the most qualified candidate

The final decision will be made by the Town Council

MINUTES – REGULAR MEETING OF November 5, 2019

Councilman Fravel moved for approval of the minutes of the regular Town Council Meeting of November 5, 2019. The Motion carried with the following Recorded VOTE:

Aye – Bowers, Fravel, Nauman, Stevens, Swygert-Smith

Nay - None

Abstain - None

Absent – Hollis

TREASURER'S REPORT

Town Treasurer Steve Rickards reported that water/sewer bills were due on December 2 and that late notices were going out on the 4th. He also stated that with Real Estate and Personal Property taxes and water/sewer payments coming in, it has been one of the best weeks ever.

POLICE REPORT – Report attached

Interim Chief Major Hawkins added that Frederick County has been helping with Community Policing. He also acknowledged Bill Copp for his assistance to the Frederick County Sheriff's Drug Task Force with a bust on Mulberry Street that occurred on November 15.

SCVFD REPORT- John Jones, Fire Chief

Fire Chief John Jones reported that Santa would be making an appearance at the Stephens Landing Christmas tree lighting and that would be the start of Santa's nightly rides in the area. He also reminded everyone that there would be a breakfast with Santa on December 14th.

ACTION AGENDA

No Items

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

Meeting: Vice Mayor Nauman wanted to note that the Town was very appreciative of the additional patrols by the Sheriff's Office. He said all Chief of Police applications are in. Nauman informed Council the SCVFD water rescue team was awarded funding from VDEM. That funding needed to go through the Frederick County Board. The County has at this time decided not to pass the funding to the Town. Vice Mayor Nauman made a motion to have the Town's Attorney draft a letter to The County demanding the funding be released to the Town and that State Senator Vogel, Delegate Chris Collins and VDEM be copied on the correspondence.

The Motion carried with the following recorded Vote:

Aye- Bowers, Fravel, Nauman, Stevens, Swygert-Smith
Nay- None
Abstain- None
Absent- Hollis

Vice Mayor Nauman made a motion to Appoint Lenny Peters as the President of the Fire Department.

The Motion carried with the following recorded VOTE:

Aye- Bowers, Fravel, Nauman, Stevens, Swygert-Smith
Nay- None
Abstain- None
Absent- Hollis

Vice Mayor Nauman made a motion to Appoint Mike Majher as the Town's Emergency Manager and Steven Ritter as the Town's Deputy Emergency Manager.

The Motion carried with the following recorded VOTE:

Aye- Bowers, Fravel, Nauman, Stevens, Swygert-Smith
Nay- None
Abstain- None
Absent- Hollis

Vice Mayor Nauman stated that the Public Safety Committee would be setting up a joint meeting with the Town of Middleton on December 30 at a time to be determined.

D. Public Works Committee –Butch Fravel, 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: No Comments

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

No Meeting: No Comments

H. Newtown Heritage Festival Committee

Meeting: Mayor Diaz reported that things are moving forward on the 2020 Festival.

APPROVAL OF COMMITTEE MINUTES AND REPORTS

Councilor Nauman made a Motion to approve the committee minutes, all were in favor.

TOWN MANAGERS REPORT

Town Manager Mike Majher gave the report

1. Mr. Majher first of all wanted to Welcome Tina Stevens to Council and to congratulate her on her win. Mr. Majher stated that everyone is eager to work with her.
2. Water and sewer bills are due on Thursday December 5.
3. The yard waste site is pretty full and Public Works is working on burning and cleaning the site.
4. The final leaf pick up for the town will be extended to Monday December 9.

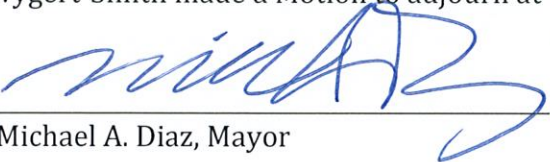
5. Initial bids have been received for Trash and recycling and are being reviewed by staff.
6. The Second Annual Hometown Christmas was a success and made the NHF some money.
7. Mr. Majher commended Treasurer Steve Rickards and Deputy Town Clerk on processing over \$69,000.00 in just two days. Making it already one of the best weeks the town has seen in sometime.
8. Development is starting to pick up in town with the two planned developments. The Northern one will have 55 lots and the Southern will have 91 of which the latter the first two foundations have been started.

Vice Mayor Nauman on hearing about the accomplishments and hard work the Town Staff made a formal request to close the Town Office on December 27 to thank the entire staff. All council members were in favor.

COUNCIL COMMENTS/CALENDAR

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

There being no further business, Councilwoman Swygert-Smith made a Motion to adjourn at 7:44 pm and the Motion carried unanimously.



Michael A. Diaz, Mayor

Kelly Thatcher, Deputy Town Clerk