Committee Meetings
August 14, 2007

PRESENT	STAFF
M. Dearing	M. Christopher Sigler
M. Isom	Marty Shifflett
D. Kite	James A. Morris
M. O'Neill	Allison Morris
T. Pence	Clairen Sipe
W. Printz	Denise R. Monger
S. Sigafoose	

The following items and issues were discussed:

General

- Dallas Meadows spoke to Council regarding a letter he received regarding his Corvette parked on his vacant property. Council member Kite responded that letters were sent to residents in accordance with Town ordinances.
- Lengthy discussion continued between Mr. Meadows and Council concerning the ordinance violation.
- Mr. Meadows inquired as to the requirements for his Corvette to remain on the vacant lot. Chief Morris stated Mr. Meadows would need to provide tags, inspection sticker and a town decal.
- A ***Motion*** was made by Vice Mayor Dearing, ***seconded*** by Council member Kite, and carried to enforce the ordinance on the letter that was sent to Mr. Meadows.
- Mayor Printz questioned if there was a time element involved to provide Mr. Meadows a deadline in order to correct the violation. Mr. Shifflett stated that once an appeal had been "voiced" the time stops. Therefore, Mr. Meadows would be allowed ten (10) business days from the date of the meeting [8/14/2007] to correct the violation.
- Pursuant to this action, Vice Mayor Dearing ***withdrew*** his ***motion*** and Council member Kite ***withdrew*** his ***second***. Vice Mayor Dearing stated that Council supported the ordinances.
- Mr. Shifflett stated thirty-six (36) letters were mailed regarding ordinance violations. He noted six (6) appeals were scheduled, of which five (5) had complied with the Town ordinances. One person had not complied and that was Mr. Meadows. Also, residents that owned a property across from the florist were working to be in compliance before the next Council meeting.
- Town Attorney M. Chris Sigler stated Mr. Meadows had ten (10) days to correct the violation after Council took action. *(Agenda).*

Finance

- Council member O'Neill informed Department Heads to be extremely conservative regarding spending.
- Dr. Swallow's office being used as a residence.
- Drain/sanitation problem at Elmer Lawson's residence.
- 2008 Centennial Celebration discussed with focus on Town clean-up efforts. Vice Mayor Dearing requested authority to assist Mr. Shifflett with clean-up.
- Special work session needed to discuss downtown area.
- Special Use Permit to be revoked from Mr. Knight.
- Police/Committee Meeting scheduled for August 24, 2007 at 6:00 p.m. Chief Morris to inform officers of meeting.
- Centennial Celebration *(Agenda).*

Streets & Sidewalks

- Speed humps discussed.
- Council member Pence discussed expenses for the Field Day Parade.

Public Health, Public Safety, Ordinances

- None

Recreation / Community Center

- Council member Kite discussed control in the park and recommended Council vote on the matter at the Regular Council Meeting. *(Agenda).*
- Administrator Morris discussed three quotes for HVAC units.
- Signage discussed – brick and digital.
- Mr. Shifflett stated the Town Attorney was to review the Town Code regarding the Town's sign ordinance. Further discussion continued regarding the type of sign to be used, location and cost.
- Commuter parking issues discussed. Trash being dumped in the parking lot area. Mr. Shifflett to move all commuters to downtown area.
- Parking lot discussed - lines to be painted and parking lot sealed.
- Council member Kite discussed revision of paragraph 8 to the Farmers Market Application. *(Agenda).*
- Council member Kite discussed the donation of a building to the Elkton Fire Department. Vice Mayor Dearing requested that the [Town] staff make a recommendation of how the building could be used for Town facilities.
- Discussion regarding criteria for Bulk pick-up and increased fees.
- No hunting on Town property.
- ATV's and trapping on Kite property discussed.
- Vice Mayor Dearing discussed complaint regarding green space between residential and business areas.
- Council member O'Neill inquired the status of the new cell phones. Mr. Shifflett stated there was a technical issue that he and Treasurer Sipe were working to resolve.
- Employee personnel handbook. *(Agenda).*
- Lengthy discussion regarding tiered water rates.
- Anderson and Associates report available in two weeks.

Public Works

- Mr. Shifflett discussed items E and G of the road closure ordinance. A first reading would take place at the Regular Council Meeting on 8/20/07. A public hearing would need to be advertised for the next Regular Council Meeting on 9/17/07 at which time the second reading would also take place. *(Agenda).*
- The Planning Commission had prepared an ordinance regarding apartment houses and would like a first reading of the ordinance at the 8/20/07 meeting. *(Agenda).*
- Mr. Shifflett stated additional letters would be mailed to homeowners with more serious ordinance violations. Mr. Shifflett had requested assistance from Town Attorney Sigler on those matters.
- Mr. Shifflett spoke of one additional appeal regarding the ordinance violation letters previously mailed.
- Vice Mayor Dearing stated B & W Body had supposedly closed and never installed a privacy fence. After a lengthy discussion, it was determined that B & W would need to install a ten foot high wooden fence immediately. No additional time was given for the construction of the fence to take place due to the matter being ongoing for over two years.
- Mr. Shifflett to send a letter to B & W revoking their current business license.
- Epic Memorial Wall construction had begun.
- Waste Water Treatment Plant proposal for Phase I discussed.
- Safety concerns discussed regarding parked vehicles on the hill at the park.
- Water Line Contract with County discussed. Town Attorney M. Chris Sigler requested to obtain copy from Thomas Miller, Esquire.
- Mr. McDaniel requested a water line for Willow Oaks Subdivision. Multiple fire hydrants and a water line on North Street were discussed.
- Pothole at on the corner near the old cleaners needs to be repaired.

- Discussion of water leaks on Route 340 and the requirements to repair the damaged area with twenty-five feet of new asphalt.

Safety

- Chief Morris noted a "one way" street should be considered as traffic calming solutions for Wirt Avenue and East Rockingham.
- Chief Morris suggested no on-street parking from 116 – 106 Stuart Avenue due to the start of the new school year.
- Chief Morris requested officers be granted approval for an extension on the "take home miles" an officer was allowed to drive to his/her residence. His request would increase the mileage from ten (10) to fifteen (15).
- Chief Morris requested "One Hour Parking" signs to be installed in front of Massanutten Realty and King Construction. The current sign is inadequately located and difficult for drivers to view.
- Bathroom with shower and unisex bathroom needed in case of contamination in the police department.
- Replacement of PVC pipe used as poles for signs.

Additional General

- Mayor Printz stated he had compiled a list of items requested in the development of the Kite property.
- Advertisement of Kite property for sale in Washington Post and Richmond Times newspapers discussed.
- B. W. Gooden, Elkton, spoke about a business beside his residence. He requested Council enforce the Code.

Electric

- None

Personnel

- None

Closed Session

Council member O'Neill moved, second by Council member Kite, and carried to go into closed session under Virginia Code 2.2-3711.A.11 to discuss personnel issues and under 2.2-3711-A.7 to discuss pending/possible litigation and under 2.2-3711.A.3 to discuss real estate negotiations.

YEAS: M. Dearing, M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

NAYS: None

VOTE: (6 – 0 roll call) Motion carried

Mayor Printz left at 10:15 p.m. and Vice Mayor Dearing presided the meeting.

Council member O'Neill moved to go from closed session back into regular session and that each member, to the best of his or her knowledge, certified that only public business matters lawfully exempted from an open meeting requirement under Chapter 21 of Title 2.2 of the Code of Virginia were heard, discussed, or considered. Council member Kite duly seconded the motion.

YEAS: M. Isom, D. Kite, M. O'Neill, T. Pence and S. Sigafoose

NAYS: None

VOTE: (5 – 0 roll call) Motion carried

Vice Mayor Dearing was presiding over the meeting and did not vote.

As there was no further business, the meeting was adjourned.

Mayor: _____
Wayne E. Printz

Recorder: Denise R. Monger
Denise R. Monger, Clerk