

**MINUTES OF A TOWN COUNCIL WORK SESSION
TOWN OF LURAY, VIRGINIA
Tuesday, January 8, 2008**

The Luray Town Council met in a work session on Tuesday, January 8, 2008 at 6:00 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were present the following:

Presiding: Mayor Ralph H. Dean

Council Present: Nancy Shifflett
Lonnie Arrington
William Menefee
Leroy Lancaster (*present after roll call*)
Barry Presgraves
Earl "Rock" Racer

Also Present: Rick Black, Town Manager
Bryan Chrisman, Assistant Town Manager
Ligon Webb, Town Planner
Jason Spitler, Town Attorney
Mary Broyles, Treasurer
Danielle Babb, Deputy Clerk-Treasurer
Andrew Jenner, Page News and Courier
Powell Markowitz, Luray- Page County Airport Commission
Brian McKeegan, Delta Airport Consultants
Kenneth Painter, Luray Airport
Rodger Smith, Attorney

The meeting was called to order by Mayor Dean and everyone recited the Pledge of Allegiance to the flag.

Mayor Dean asked Council Members, Staff, and attendees if there were changes or additions to the agenda. Additions to the agenda included CDBG business, joint town and county meetings, and the upcoming visit from Mark Warner.

The first item on the agenda was brought by Councilwoman Nancy Shifflett dealing with blight issues. Councilwoman Shifflett presented information that she had obtained from the recent VML conference. Ms. Shifflett would like to ask the Planning Commission to review this issue and would also like for the Town Attorney, Jason Spitler, to review the information.

Councilwoman Shifflett also presented information on the Freedom of Information Act regarding Executive Session motions, e-mails, and meetings. She attended a session on this topic at the VML conference and felt that all council members should be aware of the literature provided in the council packet. Council felt that the Town Attorney should review this information as well.

Councilman Leroy Lancaster informed Council of the grant funding available for the County to build a fire tower facility. He suggested that acreage located in the industrial park could be a good use of the property and would allow the county to take advantage of the funding available for this type of facility. The tower would be used for local fire training activities. Council's consensus was that such a facility would be a good use of the suggested property.

Ligon Webb, Town Planner, updated Council members on the activities of the Planning Commission. At the Planning Commission's meeting on December 12, 2007 a public hearing was held in regard to short term rentals. The amendment to the Town's ordinance was approved by a 4-2 vote by the Planning Commission. Currently there do not appear to be any short term rentals operating within the town. Mr. Webb noted that the Town has three options regarding the proposed ordinance amendment: 1) Leave the ordinance as it is and make no amendment 2) Prohibit all short-term rentals in residential districts 3) Add short-term rentals as a special use in all residential zoning districts. Councilwoman Shifflett was concerned that the issue reached a public hearing before Council members were fully aware of the subject. Attorney Rodger Smith was in attendance at the meeting to represent his clients regarding the ordinance amendment. Mr. Smith discussed items of concern to him and his clients from the recent Planning Commission meeting. Council member's consensus was to avoid any changes to the current ordinance. However, the ordinance amendment will be on the agenda for the regular Town Council meeting on Monday January 14, 2008. Mr. Racer requested that the Council vote on the issue, and to keep the information available for future use.

Mr. Webb also updated Council on a proposed ordinance amendment to include Landscaping Plans for Residential Subdivision Plats. In addition, Mr. Chrisman proposed new definitions for subdivision and non-subdivision actions. Mr. Webb would like to see a public hearing on these topics by the Planning Commission and then a vote by council members. Lastly, Mr. Webb presented Council with a document that would serve as a new home fee schedule. The new document would avoid any confusion regarding fees associated with building a new home or structure within the town. Mr. Webb, Mr. Chrisman, and Mr. Black would utilize this document when approving zoning permits and would attach the information to those zoning documents.

Assistant Town Manager, Bryan Chrisman, presented Council with information provided from VDOT regarding the FY 2009 Revenue Sharing Program. The VDOT Revenue Sharing program provides funding in addition to the VDOT six year improvement plan. The program is being offered for the Fiscal Year ending June 30, 2009 and all materials for participation must be submitted by March 20, 2008.

Bryan Chrisman also addressed a subject of concern that arose from a recent departmental meeting. The concern is in regards to recurring sewer problems that require town crew repairs on a frequent basis. These problems cost the town labor and materials and could be prevented by implementing a cost recovery program. A cost recovery program would charge fines for repeat visits within a one year period. Mr. Chrisman would like for council to consider such a program.

Rick Black, Town Manager, noted a letter from Utilities Director, Charlie Hoke. The letter references notification from the Department of Environmental Quality authorizing the Town for a loan in the amount of 2.2 million dollars at 0% interest for 20 years. Mr. Hoke contacted Mr. Walter Gills, Program Director for Construction Assistance for the DEQ, requesting that the loan be reevaluated for 25 years at 0% interest. Town Manager, Rick Black, addressed Council regarding the Town's Water and Sewer financing plans.

Mr. Black proposed that the Town address the possibility of a B1 and B2 Business District. This would provide for a B1 district of businesses such as those on Main Street with limited lot sizes. A B2 district would address businesses such as Wal-Mart that have a larger parcel of land. A B1 and B2 district division would facilitate addressing property line set-back and landscaping issues.

Town Manager, Rick Black, addressed the Luray Landing/ Retention Pond issue in regards to the maintenance of a retention pond. The primary issue concerns who is responsible for the perpetual maintenance of this retention pond. Mr. Black suggested using the sanitary district concept and charging a fee for water discharge contribution. The fee would assist in the maintenance of the pond as it relates to the associated benefit to the user. Mr. Powell Markowitz recalled issues with the developer over the building of the retention pond. The current location of the retention pond would be in the Runway Protection Zone of the Luray Airport. Due to this location the developer must meet the associated environmental requirements. At the last regular Council meeting the T-Hangar grant was approved but

documents have not been signed. The Council would like to see the grant documents signed as soon as possible. Delta Airport Consultant, Brian McKeehan was in attendance at the meeting and stressed the importance of these documents being signed and submitted as soon as possible. Council would like to have a joint meeting this week with members of the County of Page, the Airport Commission, and Baker Development to attempt to solve the lingering issues of the storm water retention pond.

Mr. Black addressed Council regarding the possibility of re-starting the joint town and county meetings that had been held in the past. Mr. Black would like to see these meetings resume. The joint meetings would include the Towns of Luray, Stanley, and Shenandoah, County of Page and Page County School Board.

Mr. Black informed Council of a request from the Luray Caverns to assist with the funding of a crosswalk similar to the new crosswalks located throughout the Town. Also Mr. Black informed Council of a visit to the Town from Former Governor Mark Warner. Mr. Warner will be present at Town Hall at 10:00am on Thursday, January 9, 2008. A visit to the LFCC campus in Luray is scheduled for 11:00am and a luncheon will be held for Mr. Warner at noon at the Mimslyn.

Town Attorney, Jason Spitler, briefed Council on the need to update the Town's Employee Policy Manual. The update concerns the grievance procedure covered in Chapter 13 of the manual. The update would comply with the Federal Fair Labor Standards Act. Council should vote on this issue at the regular Council Meeting on January 14, 2008. Mr. Spitler also noted updates on the Greenway Phase IV deeds and Fair Association business.

Lastly, Councilman Racer discussed concerns regarding the Community Development Block Grant and its progress. Mr. Racer is concerned that progress is moving too slowly and reminded Council that the expiration for the grant is June 2008. Councilwoman Shifflett stated that LDI president, David Slye, will be attending the upcoming local contractors meeting to encourage local participation on the façade project. The council expressed a desire to notify the VADCHD about the large amount of time being taken by the project architect (Frazier & Associates) and the Town's representative (Doug Meredith).

There being no further business, Mayor Dean adjourned the work session of the Town Council at approximately 7:50 P.M.

Mayor Ralph H. Dean

Danielle P. Babb
Deputy Clerk-Treasurer