

**A REGULAR MEETING OF
THE TOWN COUNCIL
OF
THE TOWN OF LURAY, VIRGINIA**

Monday, January 11, 2021

The Luray Town Council met in regular session on Monday, January 11, 2020, at 7:00 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 Jerry Dofflemyer

Council Present:

Ron Vickers
Jerry Schiro
Jason Pettit
Joseph Sours
William L. Webb

Also Present:

Steve Burke, Town Manager
Bryan Chrisman, Assistant Town Manager
Mary Broyles, Clerk Treasurer
Danielle Babb, Deputy Clerk Treasurer
Chief Bow Cook, Luray Police Department
Jason Botkins, Litten & Sipe (present electronically)
Meredith Dees, Luray Downtown Initiative
Gina Hilliard, Luray Page County Chamber of Commerce

(This meeting was made public via the Town's Facebook page. Public comments were accepted prior to the meeting via e-mail to sburke@townofluray.com).

A quorum being present, Mayor Dofflemyer declared the Council to be in session for the transaction of business. All present stood for a moment of silence. Mayor Dofflemyer led everyone in the United States Pledge of Allegiance.

ADDITIONS OR DELETIONS FROM THE AGENDA

There were no additions or deletions to the evening's agenda.

CONTINUITY OF GOVERNMENT ANNOUNCEMENT

Mayor Dofflemyer read aloud the *Ordinance for the Continuity in the Government of Luray*.

CONSENT AGENDA

Motion: Councilman Vickers motioned to approve the Consent Agenda as presented, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

Consent Agenda

(A) Minutes of the Regular Council Meeting –12-14-2020

(B) Financial Statements ending 12-31-2020

(C) Accounts Payable checks totaling- \$ 89,916.89

PRESENTATIONS

Mayor Dofflemyer opened the presentations portion of the meeting by congratulating new members of Town Council and returning Councilman Sours.

Luray Page County Chamber of Commerce

Luray Page Chamber of Commerce President, Ms. Gina Hilliard, welcomed new Council members. She provided a printed copy of her presentation to members. Highlights of the Chamber presentation included the newly appointed board of directors, chairman, board members, and tourism council. Ms. Hilliard discussed the various ways the Chamber is keeping the community informed via the *Loop Newsletter*, virtual meetings, blog posts, and more. Ms. Hilliard reviewed the Chamber events over the past year and increasing website statistics. Lastly Ms. Hilliard detailed advertising efforts and advertising made possible through the Town's allocation of CARES funding. The marketing plan will include targeted spring advertising and new website features.

Luray Downtown Initiative

Program Director, Meredith Dees, informed Council of the second round of façade improvement grants. Three new businesses will receive grant funds to improve their storefronts. LDI is currently accepting applications for a new LDI Director and hopes to begin interviews soon. Mr. Dees updated Council members on the North Broad improvements and the pocket park partnership with PACA. She noted that the donation information/forms for bike racks and benches will be forthcoming. The improvements are scheduled to be complete by June 2021.

PUBLIC HEARINGS

SUP 20-03-10 North Court Street

Mayor Dofflemyer presented the Public Hearing request from Mark and Christine Johnson of 10 North Court Street. The request is to operate a three-unit apartment at 10 North Court Street. Mayor

Dofflemyer opened the hearing for citizen comment. With no one signed up to speak, the hearing was closed.

Motion: Councilman Schiro moved to approve the Special Use Permit to operate a three-unit apartment at 10 North Court Street as presented, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

ACTION & DISCUSSION ITEMS

Proclamation- Barry Presgraves/ Proclamation – Leroy Lancaster

Town Manager, Steve Burke, presented the proclamations for recognition of the service provided to the Town of Luray by Barry Presgraves and Leroy Lancaster.

Town Manager, Steve Burke, presented the proclamation for Leroy Lancaster with amendments to recognize the years of service without missing a meeting. In addition, Councilman Pettit would like to see the amendment to add “Vice-Mayor”.

Motion: Councilman Schiro motioned to amend the Proclamation for Leroy Lancaster to include language to recognize years of service without missing a meeting, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

Motion: Councilman Pettit motioned to amend the Proclamation for Leroy Lancaster to include language to add “Vice-Mayor”, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

Motion: Councilman Webb motioned to approve the Proclamation of Recognition for the service provided to the Town of Luray by Barry Presgraves, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

Motion: Councilman Schiro motioned to approve the Proclamation of Recognition for the service provided to the Town of Luray by Leroy Lancaster, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

Planning Commission Re-Appointments

Mr. Burke requested that Council consider the re-appointment of Brian Sours, Grace Nowak, and Frankie Seaward to the Luray Planning Commission.

Motion: Councilman Sours motioned to approve the re-appointment of Brian Sours, Grace Nowak, and Frankie Seaward to the Planning Commission with terms to expire on December 31, 2024 as presented. Motion seconded by Councilman Pettit with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

Tree & Beautification Committee Re-Appointments

Town Manager, Steve Burke, requested that Council members consider re-appointments to the Luray Tree and Beautification Committee with terms to expire on December 31, 2024. Katie Sokol, Alesia Painter, Carol Angiers, and Cathie Miranda have all indicated they would serve another term.

Motion: Councilman Schiro motioned to approve the re-appointment of Katie Sokol, Alesia Painter, Carol Angiers, and Cathie Miranda to the Tree and Beautification Committee with terms to expire on December 31, 2024 as presented. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

Election of Vice- Mayor

Town Manager, Steve Burke, requested that Council elect a Vice- Mayor as required by Chapter 3.4 of the Town Charter. Councilman Vickers suggested that Councilman Schiro be elected to the position. Councilman Schiro stated that he would be honored to accept the nomination.

Motion: Councilman Vickers motioned that the Town Council elect Councilman Jerry Schiro as Vice-Mayor of the Town of Luray to serve a term of two years expiring December 31, 2022. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Pettit, Sours, Webb. ABSTAIN: Schiro. **Approved 4-0**

Acceptance of Allison Drive & Frontier Drive

Mr. Burke requested Council consider the request from Baker Development for acceptance of Allison Drive and Frontier Drive into the town's street maintenance. Mr. Burke explained that staff has identified several minor issues with the roadway, sidewalk, and utilities that they would like addressed before acceptance is approved. Mr. Burke stated that these deficiencies can be addressed by the contractor and Town Council can revisit at a subsequent meeting.

Rename Frontier Drive to College Drive

The Town Council is requested to consider the re-naming of Frontier Drive to College Drive. Council members were provided with a corresponding Resolution. Staff recommends approval of the name change.

Motion: Councilman Schiro motioned that the Town Council approve the re-naming of Frontier Drive to College Drive. Motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. **Approved 5-0**

Inclement Weather Policy

Town Manager, Steve Burke, presented the draft Inclement Weather Policy. The policy addresses closings due to inclement weather as it relates to the Town Manager closing Town Hall. The draft policy also addresses cancelation of meetings, work schedules for non-critical response employees, essential response employees and early closures/delayed openings.

The policy draft states that if the Town Hall operates on a delayed opening or early closure, critical response employees will continue to work their established schedule with no additional compensation. If the Town Hall is closed for a full work day, the critical response employees would receive compensation at time and one half. In addition, the draft states that if a vacation day is already scheduled and Town Hall would be closed, the employee would still be charged a vacation day.

Councilman Schiro inquired about current practices versus the draft policy. Mr. Schiro also discussed fair labor standards and requested the Town Attorney's opinion. Mr. Botkins confirmed that the draft policy is in compliance. Council members discussed fairness regarding the use of a vacation day and also compensation for office closure. Councilman Vickers noted that he did not favor the loss of a vacation day. Councilman Schiro suggested discussing the draft policy at a future work session.

TOWN ATTORNEY

Town Attorney, Jason Botkins, had updates on two items, the writ of election petition must be filed and delivered to Page County Circuit Court to begin the process of election to be held in November. Mr. Botkins said this will be delivered to Page County Circuit Court by end of day tomorrow. The second item of business is the draft agreement for Allison Drive/Frontier Drive to provide for use of the parking areas by the Town.

COUNCIL COMMENTS

Councilman Vickers stated that he would like to provide some words of assurance and hope to town citizens. He stated that the Council is committed to bringing folks together and promoting new business. Councilman Vickers expressed his appreciation for the following; Parks and Recreation for pulling together events in the midst of Covid, a professional Police Department, and public meetings that are made available by live streaming and transparency in government.

Councilman Schiro congratulated Mayor Dofflemyer on his recent election and welcomed returning Councilman Sours and new members Councilman Pettit and Webb.

MAYOR'S ANNOUNCEMENTS

Mayor Dofflemyer suggested that a Council retreat is in order. He feels this would be a good tool for planning and setting goals for the upcoming year. Mr. Dofflemyer suggested an alternate venue from Town Hall and proposed a Saturday morning time frame.

EXECUTIVE SESSION

Real Property: Potential Disposition of 36 West Main Street Section 2.2-3711 (A) (3)

Hiring or Appointment of Specific Public Officers: Council Vacancy Section 2.2-3711-(A) (1)

Mayor Dofflemyer requested a motion to adjourn into Executive Session for the purpose of discussing matters relevant to Section 2.2-3711.A.3 and Section 2.2-3711.A.1 regarding the disposition of real property and appointment of a Council vacancy.

Motion: Councilman Schiro motioned to recess the regular meeting and to convene in executive session; Councilman Sours seconded the motion with the following members voting YEA: Council Members Vickers, Schiro, Pettit, Sours, Webb. Approved 5-0

-Closed Meeting-

Certification: Mayor Dofflemyer asked members of Council to certify that to the best of their knowledge only matters covered under Section 2.2-3711.A.3 and Section 2.2-3711.A.1 were heard, discussed, or considered during the closed session. **Motion:** Councilman Schiro motioned to certify the closed session; Councilman Vickers seconded the motion with the following members voting YEA: Mayor Dofflemyer, Council Members Vickers, Schiro, Pettit, Sours, Webb.

ADJOURN

With no further business, the meeting was adjourned at 8:32pm.

Jerry Dofflemyer
Mayor

Danielle Babb
Deputy Clerk-Treasurer