

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

Tuesday, October 13, 2020

The Luray Town Council met in regular session on Tuesday, October 13, 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 Barry Presgraves

Council Present:

Ron Vickers
Jerry Dofflemyer
Jerry Schiro
Leroy Lancaster
Joseph Sours
Leah Pence

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
Meredith Dees, Luray Downtown Initiative
Jason Pettit, Luray Downtown Initiative
Melvin Tutt Jr., 113 Meade Street, Luray
Margaret Stevenson, Luray Hawksbill Greenway Foundation
Ligon Webb, Luray Board of Zoning Appeals

(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 Presgraves declared the Council to be in session for the transaction of business. All present stood for a moment of silence. Councilman Schiro led everyone in the United States Pledge of Allegiance.

Mayor Presgraves 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, Dofflemeyer, Schiro, Lancaster, Sours, Pence. **Approved 6-0**

Consent Agenda

(A) Minutes of the Regular Council Meeting –9-14-2020.

(B) Minutes of the Council Work Session Meeting – 9-22-2020.

(C) Accounts Payable checks totaling- \$ 213,100.91

PRESENTATIONS

Luray Downtown Initiative-

Ms. Meredith Dees of Luray Downtown Initiative noted that she had two items to discuss this evening. The first item of discussion being the Brown's building window art. Ms. Dees stated that she has secured a high school student to paint the windows using a holiday theme. In addition, Ms. Dees discussed the upcoming LDI Drive-Thru Dinner Event. The event will take the place of the annual dinner fundraiser and will be held in a drive-thru manner. The meal will include dinner, dessert, décor, and champagne. The event will be held Sunday October 25th.

GENERAL CITIZEN COMMENTS

Margaret Stevenson- 101 Pass Run Drive, Luray

Ms. Stevenson noted that folks seldomly take the time to thank their public officials. Ms. Stevenson thanked Mayor Presgraves, Councilman Lancaster, and Town Council members for their service to the community.

In accordance with the deadline of 5pm, the following e-mails were received by the Town Manager for citizen comment and were read aloud from:

- Cathy Herbert – 201 Hawksbill Heights, Luray Virginia
- Bonnie Snyder- 312 Second Street, Luray Virginia
- Audrey Tutt Smith- 116 Cole Street, Luray Virginia
- Melvin Tutt Jr.- 113 Meade Street, Luray Virginia
- Jodi Johnson- 5398 Harbor Court Drive, Alexandria Virginia

ACTION & DISCUSSION ITEMS

Subdivision Request- Tax Map No. 42A11-18-40-17

Town Manager, Steve Burke, presented the request to consider subdivision of parcel 42A-11-18-40-17 into two lots for possible development of duplexes. The Planning Commission recommended approval of the preliminary plat and final plats at their meeting of September 16th. The Council previously reviewed this at their work session in September.

Motion: Councilman Dofflemyer moved that the Town Council approve the Preliminary and Final Plat application to subdivide parcel Tax Map NO. 42A11-18-40-17 into two lots as presented. Motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Pence. **Approved 6-0**

Resolution on Citizen Equality

Town Manager, Steve Burke, requested Council consider the adoption of the Resolution on Equal Protection and Equality for Town Citizens. This version of the resolution has removed specific groups and the language has been modified to identify all wrongful discrimination. Councilman Sours noted that the citizen comment period illustrated that not all groups can be realized or identified in one resolution. Mr. Sours stressed that the intent is to treat everyone with respect and the way we ourselves want to be treated. Councilman Vickers noted that making a list is certain to leave someone out. Mr. Vickers felt that we need to look at the overall goal of being sensitive to the concerns of others and continuing to foster discussion. Councilwoman Pence felt it was important to note the citizen comments and the respective groups that they represent. Ms. Pence stated that the document was written prior to citizen comments and is diluted. Councilman Vickers maintained that the Council is making steps in the right direction. Councilwoman Pence stated she would like to repost the document for citizen comment and would like diversity training added to the agenda. Councilman Sours maintained that being more inclusive may lead to being exclusive in the document. Councilman Lancaster said that for many years, Council annually adopts any changes to State Law. He added that anything the Council approved this evening is already inclusive in State Law and is being enforced. Councilman Schiro said that the adoption of the Resolution at tonight's meeting is a good first step, and perhaps Councilwoman Pence would like to lead a committee to look at a more detailed Resolution.

Motion: Councilman Schiro moved that the Town Council approve the Resolution on Equal Protection and Equality for Town Citizens and that Councilwoman Pence and Councilman Dofflemyer lead a committee to review the Resolution and provide citizen input for possible enhancements. Motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Pence. **Approved 6-0.**

Code Amendment Chapter 2-54- Order of Business

The Town Council reviewed a Code Amendment to the Town Code Chapter 2-54 regarding the process to establish the agenda for meetings. The amendment would provide that items for the agenda be delivered to the Town Manager to develop the draft agenda. The Mayor would approve the agenda and Town Council could amend the agenda following the Roll Call by a majority vote. Council members agreed that all items should be submitted prior to noon Wednesday before the meeting. Councilwoman Pence stated that she would like to see the addition of '*Council Announcements*' in addition to the existing *Mayor's Announcements*. Councilwoman Pence also suggested the addition of *Un-finished Business* to the agenda. Mr. Burke said that he would like to see the un-finished listing be kept to the Manager's report in order to maintain a clear, concise agenda. Councilman Vickers agreed to keep unfished items to the weekly report.

Motion: Councilman Schiro moved that the Town Council adopt the Code Amendment to Chapter 2-54 Order of Business with the addition of Council Announcements in addition to Mayor's

Announcements, and that requests for the Agenda must be presented by noon Wednesday prior to the meeting. Motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Pence. **Approved 6-0.**

CARES Act- Town Business Grant

Mr. Burke asked Council to consider the use of Town CARES funds to dedicate \$25,000 to a local business grant. The funds would be in support of businesses affected by the COVID-19 pandemic. Grants would be \$2,500 for small businesses, \$500 for non-profit, and \$250 for home businesses.

Motion: Councilman Vickers moved that the Town Council approve \$25,000 of the Town’s CARES Act funding to establish the COVID-19 Small Business Grant with the additions of; utilities, the Town Manager’s e-mail address, and a deadline of October 31, 2020. Motion seconded by Councilwoman Pence with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Pence. **Approved 6-0.**

CARES Act- Marketing

Town Manager, Steve Burke, asked Council members to consider the use of Town-allocated CARES funds toward marketing tourism for the Town. The Town would fund \$7,500 each to the Chamber of Commerce and the Luray Downtown Initiative to develop marketing to advertise that Luray is open for business and safe to visit.

Motion: Councilman Dofflemyer moved that the Town Council approve \$15,000 of the Town’s allocated CARES Act funding with \$7,500 to the Chamber of Commerce and \$7,500 to Luray Downtown Initiative to develop a marketing program to advertise Luray and its Downtown is open and safe to visit. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Pence. **Approved 6-0.**

CARES Act- Fire & Rescue Covid-19 Expenses

Town Manager, Steve Burke, requested the Council consider use of the Town-allocated CARES Act funding to allocate an amount up to \$5,000 each to reimburse the Town’s Fire and Rescue squads COVID-19 expenses.

Motion: Councilwoman Pence moved that the Town Council approve the reimbursement of up to \$5,000 in COVID-19 expenses each to the Luray Fire Department and the Luray Rescue Squad as presented. Motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Pence. **Approved 6-0.**

CARES Act – Hazard Pay

Town Manager, Steve Burke, requested consideration of the use of Town-allocated CARES Act funding to dedicate \$71,500 for the award of hazard pay to full-time employees whose positions place them in a heightened exposure to COVID-19 due to their duties. The Town Manager, Assistant Town Manager, Town Treasurer, and Chief of Police would not be eligible. Mr. Burke recommended the allocation of

\$2,500 each to police, \$1,750 to plant operators, and \$1,500 each to administration, parks, and public works. Councilman Schiro indicated that he would like to see the Town do more if possible. Mr. Schiro discussed the total available to the Town through the CARES Act funds and the amount remaining. Mr. Schiro noted that he understands the funds need to be expended by the end of December. He feels this is a good opportunity to give something to the employees and would be in favor of doubling the categories. Councilman Dofflemyer agreed that this is a good opportunity to give back to our employees that have continued to work. Councilwoman Pence countered that she would like to see more given to the small business grant.

Motion: Councilwoman Pence moved that the Town Council approve \$71,500 of the Town's allocated CARES Act funding to award hazard pay to the Town's full-time employees as presented. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Pence, Vickers, Sours, Presgraves. NAY: Dofflemyer, Schiro, Lancaster. **Approved 4-3.**

Town of Luray Christmas Party

Town Council members discussed canceling the annual Town Christmas Dinner. Mayor Presgraves felt it would be impossible to implement social distancing and safe practices and masks at the annual dinner. Members discussed the use of the budgeted funds for a bonus to staff. Council agreed to decide at the November meeting.

Donation of Property

Town Manager, Steve Burke, requested Council discuss the proposed donation of a portion of Tax Map 42A11-A-177 currently owned by Blue Ridge Bank. Blue Ridge Bank has indicated that they would propose three options for the town's consideration. The property is adjacent to Hawksbill Creek and members discussed looking at the property. Council agreed to hold further discussion at the work session meeting in October.

Sale of Town Property

Mr. Burke requested that the Council discuss the request by Mayor Presgraves to purchase his town issued cell phone at the end of his term. Staff proposes the Town seek its purchase price for the phone. Council will consider this at the November meeting as an action item.

TOWN ATTORNEY

Jason Botkins, Town Attorney, had nothing further for the meeting.

ANNOUNCEMENTS/ ADJOURN

With no further business, the meeting was adjourned at 8:31pm.

Barry Presgraves
Mayor

Danielle Babb
Deputy Clerk-Treasurer