

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

**Monday, July 12, 2021**

The Luray Town Council met in regular session on Monday, July 12, 2021, 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  
Stephanie Lillard  
Jerry Schiro  
Jason Pettit  
Joseph Sours  
Ligon 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  
Jackie Elliott, Luray Downtown Initiative  
Joey Haddock, Water Plant Superintendent  
Jennifer Jenkins, Parks and Recreation Superintendent  
Todd Kellison, Wastewater Plant Superintendent

*(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](mailto:sburke@townofluray.com)).*

A quorum being present, Mayor Dofflemyer declared the Council to be in session for the transaction of business. The roll was then called with all Council members present. All present stood for a moment of silence. Councilman Webb led everyone in the United States Pledge of Allegiance.

**ADDITIONS OR DELETIONS FROM THE AGENDA**

**Motion:** Councilman Schiro motioned to add item VIII-F – Luray Downtown Initiative Representative to the Agenda, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

## **CONSENT AGENDA**

**Motion:** Councilman Vickers motioned to approve the Consent Agenda as presented, motion seconded by Councilwoman Lillard with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### *Consent Agenda*

(A) Minutes of the Regular Council Meeting –6-14-2021

(B) Minutes of the Work Session- 6-22-2021

(C) Accounts Payable checks totaling- \$ 361,196.07

## **GENERAL CITIZEN COMMENTS**

There were no speakers during the citizen comment period.

## **PRESENTATIONS**

### **Luray Downtown Initiative**

Program Director, Jackie Elliott, said the new brochures went to press this morning with 15,000 copies being published. The new LDI brochure has been fully updated and will also include business that are “coming soon”. LDI is working on the release of a Scavenger Hunt for downtown businesses and participants will be required to visit shops to complete the answers and compete for the cash prize. Ms. Elliott noted the completion of Creekside Commons and the ribbon cutting ceremony. A meeting will be held with Town staff next week to finalize the grant closeout documents for Creekside Commons. Ms. Elliott complemented Jen Jenkins and her staff; along with LPD and Public Works on the terrific July 4<sup>th</sup> event on the Greenway. Lastly, she reminded that the Sunflower Festival will be coming up on September 4<sup>th</sup>.

## **PUBLIC HEARINGS**

There were no public hearings.

## **ACTION & DISCUSSION ITEMS**

### **Code of Virginia Readopting Ordinance**

Town Manager, Steve Burke, requested the Council consider the Ordinance readopting portions of the Code of Virginia that were adopted by the General Assembly that took effect July 1<sup>st</sup>.

**Motion:** Councilman Schiro motioned to adopt the Ordinance Readopting Portions of the Code of Virginia as presented. Motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **BZA Member Recommendation**

Mr. Burke requested Council members consider the recommendation of Lowell Baughan to the Page County Circuit Court for re-appointment to the Town of Luray Board of Zoning Appeals for a five year term.

**Motion:** Councilman Pettit moved to recommend Lowell Baughan to the Judge of Page County Circuit Court for re-appointment to the Town of Luray Board of Zoning Appeals to fill a five-year term ending June 30, 2026. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **Authorization to Purchase 7 North Alley**

Town Manager, Steve Burke, advised that staff has negotiated the purchase of 7 North Alley, located directly behind Town Hall, for a purchase price of \$45,000. Town Staff would like to move forward with the closing on the property with Council's consent.

**Motion:** Councilman Vickers motioned to approve the acquisition of 7 North Alley (Tax Map NO. 42A11-A-32) for \$45,000 and further authorize the Town Manager and Town Attorney to execute all documents necessary to close on the property acquisition. Motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **Approval of Salary Study Pay Ranges**

Mr. Burke requested the adoption of the recommended position salary ranges based on the 2021 Salary Study in an effort to be more competitive with neighboring localities. The fiscal impact for the coming budget year should be less than 13,000 dollars.

**Motion:** Councilwoman Lillard motioned to adopt the recommended positions' salary ranges based upon the 2021 Salary Study as presented. Motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

### **Acceptance of College Drive and Allison Drive**

Council members are requested to consider the request from Baker Development for the acceptance of College Drive and Allison Drive and associated utilities with the Luray Landing Development. Staff has reviewed the submitted information and recommends accepting these roads into the Town's road maintenance system.

**Motion:** Councilman Pettit motioned to accept the dedication of the street improvements and the water, sewer, and storm facilities located within the Right-of-Way of College Drive and Allison Drive from Baker Development Partnership into the Town's road maintenance system as presented and further direct staff to develop applications to VDOT to include College Drive and Allison Drive in VDOT's Urban Maintenance Program. Motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

## **Luray Downtown Initiative Representative**

Councilman Sours has indicated that he is no longer able to serve as the Town's representative on the LDI Board. Councilwoman Stephanie Lillard has agreed to serve as the Town's representative.

**Motion:** Councilman Sours motioned to appoint Councilwoman Stephanie Lillard to serve as the Town's representative to the Luray Downtown Initiative. Motion seconded by Councilman Schiro with the vote as follows: YEA: Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb. **Approved 6-0**

## **TOWN ATTORNEY**

Mr. Botkins said he had nothing further this evening.

## **COUNCIL'S ANNOUNCEMENTS**

Councilman Webb complemented the July 4<sup>th</sup> event and the Creekside Commons Project completion. Councilman Webb also noted the Town's receipt of the first installment of ARPA Funding in the amount of 2.5 million. Mr. Burke noted that the RFP for Financial Management of the ARPA funds is due this Friday. Upon compilation of the submittals Council will be able to consider and review interested candidates. All Council members thanked the Department Supervisor's in attendance this evening.

## **MAYOR'S ANNOUNCEMENTS**

Mayor Dofflemyer noted that he will not be able to attend the July 27<sup>th</sup> work session and Vice Mayor Schiro will conduct the meeting.

## **ADJOURN**

With no further business, the meeting was adjourned at 7:20pm.

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Jerry Dofflemyer  
Mayor

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Danielle Babb  
Deputy Clerk-Treasurer