

**WORK SESSION OF
THE TOWN COUNCIL
OF
THE TOWN OF LURAY, VIRGINIA**

Tuesday, February 23, 2021

The Luray Town Council met in a work session on Tuesday, February 23, 2021, at 5:30 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- Assistant Treasurer
Chief of Police, Carl “Bow” Cook
Town Attorney, Jason Botkins-Litten & Sipe LLP (*present electronically*)

(This meeting was made public via the Town’s Facebook page.)

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. Councilman Sours led everyone in the United States Pledge of Allegiance.

CONTINUITY OF GOVERNMENT ANNOUNCEMENT

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

ROLL CALL

The roll was called with called with all members present.

FY20-21 BUDGET PURCHASE AUTHORIZATION

Town Manager, Steve Burke, presented discussion from staff for authorization to proceed with the purchase of three vehicles included in the FY 2021 Budget. The purchase of these items was delayed due to potential Covid-19 impacts on revenues. Mr. Burke stated that he believes Town revenues are stable enough to proceed with the purchase. Staff would also request the authorization for \$15,000 in improvements to the Town's gateway signage. The improvements would include paint, structural repairs, and metal replacements for the five signage areas. Mr. Burke added that there may also be a request from the Airport Authority for the remaining \$20,000 in funding for terminal design.

FY2022 BUDGET

Mr. Burke stated that the FY2022 Budget process is underway and departmental requests are being assembled. Staff plans to present the budget at the March Work Session meeting. Mr. Burke requested that any goals or requests from Council be submitted to staff. Currently there is no provision being considered for a tax rate increase. However, a water and sewer rate increase will be necessary to provide funding for capital improvements at those facilities.

Councilman Webb indicated that he would like to propose increases for three senior staff members. Councilman Vickers suggested that he would like to see progress on the final phase of the Greenway. Mr. Burke stated that it was determined not feasible due to the slope on Linden Avenue. A long term sidewalk connection through Luray Avenue would be the only option. Councilman Sours inquired about plans to renovate the playground at Ralph Dean Park. Mr. Burke stated that this improvement is still much needed and staff intends to include this in their budget request. The facility improvements will have to be re-bid for the FY2022 budget. Councilman Sours reminded that some equipment components may be salvageable for the Inn Lawn Park. Councilman Sours asked about a cost of living increase for employees in FY 2022, as none was included in FY 2021. Mr. Burke stated that no provision for a COLA had been considered at this time due to the cost of police radio upgrades that will be required for a total investment of about \$150,000. Councilman Schiro requested inclusion of the post audit figures for the Budget summary. Councilwoman Lillard suggested funding of the website upgrades previously discussed. Councilman Sours inquired about Capital Improvements and the Town's progress on those goals. Lastly, Mayor Dofflemyer said any budgetary requests from Council should be submitted to staff within the next two weeks.

FAIRVIEW SUBDIVISION – PHASE II

Town Manager, Steve Burke, asked Council discuss a request from Chris Ramsey for the Town to consider extension of water and sewer facilities into Page County for the Fairview Subdivision Phase II development. Mr. Ramsey has requested water and sewer facilities to service the construction of duplexes for Phase II. Mr. Burke stated that staff has contacted Page County to determine if the request for construction of duplexes has been submitted. Mr. Burke said that he is not comfortable proceeding with the request for utilities until such request has been confirmed by the county.

SPECIAL USE PERMIT 20-04- 111 SOUTH HAWKSBILL STREET

Mr. Burke presented a request for a Special Use Permit to operate a Lodging House at 111 South Hawksbill Street (Tax Map Nos. 42A11-7-2 & 3). Staff recommends that Parcels 2 and 3 be owned by the same owner with parking on Parcel 2 for the duration of the operation of the Lodging House. Other recommendations include; no more than six guests at any one time, off-street parking is required for all guests, one conforming sign may be permitted, meals if provided must be served only to guests, and Town Business License and Occupancy and Meals Taxes must be remitted. Mr. Burke stated that the Planning Commission unanimously approved the request at their meeting on February 17th.

SPECIAL USE PERMIT 21-01- PARCELS 42A4-10-6C, 8, & 9

Town Manager, Steve Burke, presented the request for a Special Use Permit to operate a garage, office, rental car business, and self-storage units on three parcels totaling 3.53 acres near the former Tannery property. These uses are permitted by Special Use Permit and the Planning Commission has unanimously approved the request at their meeting on February 17th. The Commission did approve the request with conditions such that the applicant, Mr. Hoke, and the neighboring owner, Mr. McNeely, reach a verbal agreement regarding drainage and access maintenance.

Councilwoman Lillard suggested a written agreement in lieu of a verbal arrangement. Mr. Burke stated that the Planning Commission preferred an initial agreement at the time of their approval. He noted that likely a written agreement would not be in place by the Council's Public Hearing date.

ANNOUNCEMENTS

Councilman Sours congratulated the Luray High School Lady Bulldogs on their State Basketball Championship win. Councilman Sours stated that there will be a parade from the High School toward East Main Street tomorrow, February 24th, at about 6:45 pm. He requested Council Members meet in front of Town Hall to show their support. Councilman Webb suggested Council consider a small donation to assist with the cost of championship rings. Mayor Dofflemyer directed Councilman Webb to draft a Resolution honoring the team. Councilman Vickers would like to see the team invited to the next meeting to present the resolution, provided that the number of guests meet restricted attendee numbers for the meeting.

Councilman Sours reminded members of the Town Sponsored Movies on Main this evening at the Page Theater.

EXECUTIVE SESSION

**Legal Counsel: Delinquent Real Estate Taxes
Section 2.2-3711 (A) (8)**

Mayor Dofflemyer requested a motion to adjourn into Executive Session for the purpose of discussing matters relevant to Section 2.2-3711.A.8 regarding legal advice concerning collection of delinquent Real Estate Taxes.

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, Lillard, Schiro, Pettit, Sours, Webb. Approved 6-0

-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.8 were heard, discussed, or considered during the closed session. **Motion:** Councilman Vickers motioned to certify the closed session; Councilwoman Lillard seconded the motion with the following members voting YEA: Mayor Dofflemyer, Council Members Vickers, Lillard, Schiro, Pettit, Sours, Webb.

ADJOURN

With no further business, the meeting was adjourned at 6:29 p.m.

Jerry Dofflemyer
Mayor

Danielle P. Babb
Deputy Town Clerk