

REGULAR MONTHLY MEETING OF THE STEPHENS CITY TOWN COUNCIL
Tuesday, October 2, 2012
7:30 p.m.

Mayor Joy Shull-Gellner called the meeting to order at 7:30 p.m. and asked Boy Scout Troop 22 to lead everyone in the Pledge of Allegiance.

Vice Mayor Fravel offered the invocation.

Roll call showed the following present:

Vice Mayor Linden Fravel, Council member Ronald Bowers, Council member Joseph Grayson, Council member James Harter; Absent: Council member Martha Dilg, Council member Joseph Hollis.

Staff present: Mike Kehoe, Town Manager; David Griffin, Town Attorney; Brian Henshaw, Town Planner, Chief Charles Bockey, Police Department; Shannon Rothemich, Town Treasurer; Dianne MacMillan, Town Clerk

Guests: Boy Scout Troup 22; Shenandoah Valley Young Marines (see attached sign in sheets)

Press: None

AGENDA

On motion by Vice Mayor Fravel, the Agenda for October 2, 2012 was adopted.

PUBLIC COMMENTS

Mayor Shull-Gellner asked for any comments from the public and there were none.

MINUTES – Regular Meeting of September 4, 2012

Council member Grayson moved for approval of the minutes of the regular monthly meeting of September 4, 2012 and the motion carried with the following recorded vote:
Recorded Vote:

Vice Mayor Fravel	-	Aye	Nay - None
Council member Bowers	-	Aye	Abstain- None
Council member Grayson	-	Aye	Absent – Council member Dilg
Council member Harter	-	Aye	Council member Hollis

TREASURERS REPORT – Shannon Rothemich – Treasurer

The Mayor said that Council had the Treasurer’s report and asked for any questions. There were none and the report was accepted for information as presented.

POLICE REPORT – Charles Bockey, Chief

Mayor Shull-Gellner noted that the members had Chief Bockey’s police report for information and asked if there were any questions. There were none and the report was accepted for information as presented.

ACTION AGENDA

A. Proclamation – Red Ribbon Week – October 23-31, 2012

Mayor Shull-Gellner announced that Council had been requested to proclaim the week of October 23-31, 2012 as Red Ribbon Week. She asked the three Shenandoah Valley Young Marines to come to the front of the room. The Mayor read the following proclamation.

PROCLAMATION

Red Ribbon Week

WHEREAS, alcohol and drug abuse in this Nation have reached epidemic stages; and

WHEREAS, there is hope in winning the War on Drugs, and the hope lies in the hard work and determination of our communities to create a drug free environment; and

WHEREAS, local leaders, in government and in the community, know that the support of the people in the neighborhoods is the most effective tool they can have in their efforts to reduce use of alcohol, tobacco and other drugs; and

WHEREAS, success will not occur overnight, our patience and continued commitment to drug education and prevention are imperative; and

WHEREAS, the red ribbon was chosen as a symbol commemorating the work of Enrique “Kiki” Camarena, a Drug Enforcement Administration agent, who was murdered in the line of duty and has come to represent the belief that one person CAN make a difference; and

WHEREAS, the Shenandoah Valley Young Marines work tirelessly in the community to promote youth drug awareness in the schools and at community events;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and all members of the Stephens City Town Council do hereby proclaim October 23 – 31, 2012 as Red Ribbon Week in the Town of Stephens City, and encourage all citizens, businesses, public and private agencies, media, religious and education institutions to wear and display red ribbons and participate in drug-free activities throughout the week, joining the rest of the nation in promoting the Red Ribbon Celebration and drug-free communities.

Adopted this 2nd day of October, 2012.

The Mayor presented the Young Marines a copy of the Proclamation. She thanked them for coming and making everyone aware of the worthy effort they are involved in. (Pictures were taken) Shenandoah Valley Young Marine Bryan Buck read a prepared statement primarily written by him to Council (copy attached). Mayor Shull-Gellner thanked him for his presentation. She added that Council understood what great work the young men were doing to make other students and everyone aware of the effort that needed to be put forth to fight the war on drugs, tobacco and alcohol. She thanked them for sharing that with Council.

Council member Bowers moved that the Council approve the proclamation and the motion passed with the following recorded vote:

Recorded Vote:

Vice Mayor Fravel	-	Aye	Nay - None
Council member Bowers	-	Aye	Abstain- None
Council member Grayson	-	Aye	Absent – Council member Dilg
Council member Harter	-	Aye	Council member Hollis

COMMITTEE REPORTS

A. Administrative Committee – Joseph Hollis, Chair

No meeting was held.

B. Finance Committee – Joseph Hollis, Chair

No meeting was held.

C. Public Works Committee – Joseph Grayson, Chair

No meeting was held.

D. Water/Sewer Committee – James Harter, Chair

No meeting was held.

E. Personnel Committee – Martha Dilg, Chair

No meeting was held.

F. Public Safety Committee – Ronald Bowers, Chair

No meeting was held.

G. Parks & Recreation Commission – Ronald Bowers, Chair – report attached

Council member Bowers said there was nothing to add to the report and no action was needed at this time.

PLANNER’S REPORT – Brian Henshaw, Town Planner

Mr. Henshaw advised that the Stephens City Department of Economic Development was trying to reconvene the Stephens City Business Association. He reported that they will be having a lunch and a business summit on Thursday, October 11 from noon to 1:30. He said they would be having Bill Sirbaugh of the Small Business Development Center from Lord Fairfax Community College as facilitator. Mr. Henshaw said they would be trying to determine what exactly businesses need in regard to having a business association for networking purposes and promotion of local business. He encouraged everyone to attend the meeting. He added that this business summit would also include businesses across the interstate.

Mr. Henshaw reported that after a meeting with the Mayor and Town Manager with the Town ready to go to closing on the old school property, they saw the need for creating a subcommittee, a smaller group to report back to council. He recommended two members from Council, the Mayor and Vice Mayor; two from Planning Commission, Bob Wells and Jason Nauman; and one representative from HPC, Dave Edwards. The Mayor asked for comments or a motion to establish a subcommittee for investigating development of the old school properties.

Council member Harter moved to appoint the members as suggested by Mr. Henshaw to serve on a subcommittee to investigate development of the old school property. The motion passed with the following recorded vote:

Recorded Vote:

Vice Mayor Fravel	-	Aye	Nay - None
Council member Bowers	-	Aye	Abstain- None
Council member Grayson	-	Aye	Absent – Council member Dilg
Council member Harter	-	Aye	Council member Hollis

TOWN MANAGERS REPORT – Mike Kehoe, Town Manager

1. Mr. Kehoe reported that the closing on the old school property would be Wednesday, October 3 at 9 am. He said he would get the keys from the County office and immediately after the closing the Town would need to insure the property and put up no trespassing signs.
2. He advised that the Town received \$7691.92 in snow emergency funds from 2010. He said the Town spent a lot of money that year on snow removal.
3. Mr. Kehoe advised that there were two things to bring to the Water/Sewer committee this month: the agreement with Anderson & Associates on the West Fairfax Street sewer project, and the report from the Town accounts on the Frederick County Sanitation Authority charges to the Town. He said these items would be reviewed at the next meeting.
4. He also reported that the Town had received \$8000.00 from the State from fire flow through funds which would be sent to the fire department. He added that these funds were not received last year so the fire department will receive a total of \$16000.00 this year for equipment.
5. Mr. Kehoe reported that the Town Attorney was working on updating the Town Code and was currently working on the chapter regarding Taxicabs.
6. He explained that the ceiling tiles were open because the roof was leaking and this would cost some money to fix. He said the roof was replaced about ten years ago with a membrane roof and the drains were not properly positioned. He said this project might be included in the CIP for next year.
7. Mr. Kehoe advised that at the end of October the Town would start leaf collection which would run through the month of November and into December if necessary. The pick-up days would probably be on Mondays and information would be included in the newsletter.

8. He reminded Council that next Monday, October 8 the offices would be closed for the Columbus Day observance.
9. Mr. Kehoe said that next meeting would be election night and even though the Council room was no longer a polling place, he asked if Council wanted to move the meeting to the following week or hold it on the regular meeting night. The Mayor asked for a decision from Council. Council member Bowers noted that elections results would not be in until later in the evening after the Council meeting was over. He moved that the Council hold the meeting on its regularly scheduled date of November 6th and the motion passed.

COUNCIL COMMENTS/CALENDAR

Council member Bowers requested that the Public Safety meeting be moved to Monday, October 15th at 5 p.m. Vice Mayor Fravel requested that the Water and Sewer Committee and the Public Works Committee be moved to Wednesday, October 10th. The Mayor noted that all other committee meeting would remain as scheduled unless changes or cancellations are needed.

There being no further business, Vice Mayor Fravel moved to adjourn at 7:54p.m. and the motion carried.

Joy B. Shull-Gellner, Mayor

Dianne L. MacMillan, CMC, Town Clerk