



# Stephens City Newsletter

Volume 32 Issue 2

March and April 2013

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Don't miss the 5th Annual "Hop In" on the Commons on Saturday, March 16th at the Newtown Commons. The "Hop In" is once again sponsored by the Stephens City Business Association and features two separate Egg Hunts for children 3rd grade and below. There is a limit on eggs each child can find. There will be several other fun events and games for the whole family. More information can be found at the Town website as we get closer to the date.

**See you there!**



## "HOP IN"

*(Sponsored by the Stephens City Business Association)*

Saturday, March 16, 2013

*(Rain Date, March 17, 2013)*

2:00pm to 4:00pm

At the Newtown Commons  
Main Street  
Stephens City, VA

(For directions visit [www.stephenscityva.com/guide](http://www.stephenscityva.com/guide))

This is a social celebration for family and friends.

There will be two Easter Egg hunts, Games, Face Painting, Meet the Easter Bunny, have some fresh baked refreshments and much more for children 3rd grade and below and their family and friends.

**FESTIVITIES BEGIN PROMPTLY at 2:00pm!**

**2 Separate EGG HUNTS** with a limitation on eggs per child!

2-1:15pm - Pre-Schoolers through Kindergarten

2-4:15pm - 1st Graders through 3rd Graders

All other events will occur during the Egg Hunts



**It's going to be one Hopping Event!**



*Printing Courtesy of Commercial Press, Inc.*

The Town Newsletter is published by the Town Government of Stephens City for its citizens, to inform, to apprise, and to clarify the issues and undertakings before the Town Government. Citizen feedback is encouraged. Contact the Town Office at 1033 Locust Street weekdays between the hours of 8:30a.m. and 5:00 p.m. or by mail: P.O. Box 250, Stephens City, VA 22655

**Phone:** 869-3087

**Fax:** 869-6166

**Police:** 868-1012

**Website:**

[www.stephenscity.vi.virginia.gov](http://www.stephenscity.vi.virginia.gov)

### **Just a Reminder...**

As spring is fast approaching, we wanted to take the opportunity to remind all citizens as they begin thinking about Spring Cleaning, that our trash service, American Disposal will take larger items on the second Wednesday of the month. Just call the Town Office at 540-869-3087 and set up your pick up. We ask that you contact the office so that we notify American Disposal prior to pick up, as they will bring a different truck. For that day Call the office if you have any other questions.

*Town Administration*

### **Newtown Heritage Festival**

The NHF committee is hard at work preparing a great line of events for 2013 Festival. Look forward to NEW commemoratives, NEW (old) venues, and a great entertainment lineup this year.

Town staff is working diligently to clean up the Stephens City Old School for some venue locations, such as a transportation museum and potentially a Quilt show.

Furthermore the Old School Campus will host a carnival

during the days of the festival.

This year's featured entertainment is the area's own Robbie Limon Band and Linda Lay and the Springfield Exit (Bluegrass) on Saturday.

*Continued on Page 2...*



## From the Town Manager's Desk...

This article is the second in a series of articles to come that will be designed to keep citizens up to date with the problems and the progress of upgrading the Town's sewer system.

Citizens pay not only for all the water that passes through the water meter, but sewer costs based on 100% of their water usage. There is no differentiation of whether water is flushed down the drain, at your kitchen sink, or from your garden hose. Citizens are also paying for all rainwater and ground water that leaks into the sewage lines; this is what we refer to as inflow and infiltration (I&I). This combined flow is metered by Frederick County Sanitation Authority before it enters the Stephens Run pump station on the east side of I-81. On a yearly average the combined waste water flows amount to twice as much as the combined potable water that is metered and used by Town residents. This difference reflects on

your water and sewer bill. A quick summation is that the sewer bills are twice as much as it would be if there were no leaks into the system.

Plans and specifications have been prepared to replace the worst sections of sewer lines which will also include service lines that were installed fifty years ago on the east side of Main Street. This project is estimated to cost over 1 million dollars but will provide two major benefits; first the elimination of groundwater and second the recapture of some of the Town's 250,000 gallons per day capacity in the Parkins Mill Waste Water Treatment Plant. Construction easements as well as new easements where the old lines need to be relocated still must be obtained from property owners. The plans will also need to be approved by Frederick County Sanitation Authority (FCSA). Once this happens, the "Mulberry Street" sewer project will be "shovel ready" and the improvements could begin.

*Continued on Page 3...*

### Newtown Heritage Continued...

Another new event this year will be a 5K fun run in the area along with all the other standards the festival provides. The NHF committee wants to see you there.

Dates to remember are:

Sun, May 11<sup>th</sup> -

Beauty Pageant -At Aylor Middle School - Contact- Michelle Ritter

Thu, May 24<sup>th</sup>-

SHS Concert at Commons

Fri., May 25<sup>th</sup> -

Battle of the Bands

Sat., May 26<sup>th</sup> -

Parade, Music, Craft & Food Vendors

For more information, continue to check out the Town's Website and click on the Newtown Heritage Festival.

[www.stephenscity.vi.virginia.gov](http://www.stephenscity.vi.virginia.gov)



### Daylight Savings Time

Don't forget to set your clocks ahead one hour on Sunday, March 10, 2013....

No matter how big your clock

### SNOW REMOVAL

We are half way through winter, but as we all know there is still a very real possibility of snow, so in short this is what is required by the Town Code.

Property owners or occupants must clear all public sidewalks of snow where sidewalks front their property. This must be done within 6 hours after snow has ceased to fall or no later than noon the next day if snowfall stops overnight. Please contact the Town Office if you have any questions.



## Water and Sewer Billing

Water and sewer bills for the bi-monthly billing end **Wednesday, February 20, 2013** and are due upon receipt **and penalty will be added after 5pm on April 1st.**

On **Tuesday, April 2, 2013**, a **10% penalty** will have been added. On **Monday, April 8, 2013** service will be discontinued for delinquency. An administrative fee of **\$25** plus the full amount of the bill must be paid before

service can be restored.

Just a reminder that for your convenience a night drop is available at the Town Office for dropping off check or money order payments and payments can now be made online at the Town's website. ***It is important to note that if you pay your bill online after midnight the day it is due, it will not be posted until two business days after the due date and will be subject***

***to additional penalties.***

Water/Sewer bills can be paid using a Visa or MasterCard. If you pay a bill online after the due date, you will still be responsible for the 10% penalty and if the bill is paid after the shut off date, the \$25 reconnect fee will need to be paid as well, prior to reconnection.

**DO NOT PUT CASH IN THE DROP BOX!**

### ***Town Managers Desk continued...***

However, there are difficult decisions to be made with regards to financing the project. The Town may not qualify for grant programs based on Low to Moderate Income (LMI) status because of the mean income index of the Town's households. It is more likely that low interest loans may be the source of funds. These funding sources are often available through the Farmers Home Administration (FHA) or the Virginia Resources Authority (VRA). This is not to say the Town will not try to obtain grants but in the current political climate grant programs for infrastructure projects are few and far between.

Issuance of bonds is another means of obtaining funds to finance the project however, the major obstacle may be the Town's charter itself. Stephens City can only borrow up to 10% of its annual budget amount in any given year without a referendum. Currently this is capped about \$150,000 based on the 2012-2013 budget.

Citizens will have to vote on a referendum put forth by the Town Council on rather or not secure bonds

to pay for the project and pay it back over time. The rationale behind the referendum is that if the Citizens do not vote for the referendum, almost surely the rates would have to go up anyway without doing anything to improve the situation.

Another, but more expensive option would be to replace the sewer lines in phases with monies appropriated each year which could then take seven or more years to complete. This hardly seems reasonable.

The Town Council will be faced with some very serious decisions in the coming months but it all comes down to pay now or pay more later and your input is vitally important for the direction of these decisions.

***Town Manager, Mike Kehoe***



### ***Trash Notice:***

***I would like to remind all residents that trash containers should not be placed on the curb any earlier than 4p.m. on the day before collection. The Town has noticed recently that a number of residents have been placing their trash cans out before 4pm on the day prior to collection. We have sent notices to some residents already, but would like to curb this practice before it becomes too much of an issue with trash being spread occasionally throughout the streets of Town.***

***Also one more reminder, trash is also required to be placed in containers per Town Ordinance. This helps curtail trash being spread around Town as well as not having trash bags being investigated by our wandering four legged friends.***

***Thank you,  
Town Administration***

**Corner**

**The Planner's**

Well the new Historic District Street Signs are up and we have received nothing but positive response to this point. Throughout the Town's Historic District you will see new decorative street signs replacing the existing signs. This project is made possible by a grant the Town was awarded through the Certified Local Government program. There was only a small match required for the project from the Town and this is actually a project that has been in the Town's Capital Improvement Plan (CIP) for the past several years.

From the positive reactions to this project, it prompted the Town staff to include in a recent meeting with VDOT officials a request to start a change out program of current yellow standard poles or galvanized metal poles with black poles. VDOT have agreed to work with the Town on this project, but prior to replacement of existing poles the Town

can paint the existing poles black to compliment the new street signs.

Currently, I am also working with the Department of Historic Resources on potentially capturing some additional funds that may be left over from this fiscal year. These additional funds may be used to complete the original project scope, which included new Historic District signs/ way finding signs.

It is true that these projects are for enhancement purposes for the Town and there are other identified needs within the Town, as well. The Town takes its CIP very seriously, for a small town and it is full of very "lofty" goals. The issue simply is the lack of grant funding opportunities available to local governments towards major projects. The Town Manager alluded to these same issues in his article this newsletter.

We are working with other organizations such as the Win Fred MPO (the regional transportation planning organization) to secure a Sidewalk Analysis Report which will

assess the conditions of the current sidewalks and where there are needed connections.

It is our goal to look at every opportunity available to improve the Town. At this time we are able to tap into some funding through our affiliation as a Certified Local Government for enhancement and historic preservation education.

It is anticipated that the Town will also apply for funding in 2013 as well in hopes of securing funding for new Historic District signs and way finding signs for the Town, if not funded this year. We also be applying for a new Historic District contributing structure survey.

Till next time, this is the Planner's Corner.

**Brian P. Henshaw**  
**Town Planner/**  
**Assistant Town Manager**

# Town Calendar of Events

## March 2013

- March 5 **Town Council at 7:30pm**
- March 12 Personnel Committee meeting at 5:00pm  
 Planning Commission  
 Work Session at 5:30 pm
- March 19 Historic Preservation Commission at 5:00pm
- March 20 Water/ Sewer meeting at 5:30 pm  
 Public Works meeting at 6:00 pm
- March 21 Newtown Heritage Festival at 7:00pm
- March 25 Parks and Recreation Committee at 5:00pm
- March 26 Planning Commission at 7:30pm
- March 27 Finance Committee at 5:00pm

*\* All meetings subject to change without notice w/ the exception of the Town Council meeting.*

## April 2013

- April 2 **Town Council Meeting at 7:30pm.**
- April 8 **Water Shut Off Date**
- April 9 Personnel Committee at 5:00pm
- April 16 Historic Preservation Commission at 5:00pm
- April 17 Water/ Sewer Meeting at 5:30pm  
 Public Works Meeting at 6:00pm
- April 18 Newtown Heritage Festival at 7:00pm
- April 24 Finance Committee at 5:00pm
- April 29 Parks & Recreation Commission at 5:00pm
- April 30 Planning Commission at 5:00pm

