

## MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

February 10<sup>th</sup>, 2022

The regular monthly meeting of the Town of Timberville Council was held Thursday February 10<sup>th</sup>, 2022 at 7:00 p.m. in the Town's council chambers with Mayor Donald Delaughter presiding.

**MEMBERS:** Carl Turner-Present Sharon Jones-Present  
Clarence Fox-Present Natalie Sherlock-Present  
Debbie Jessup-Absent Ned Overton-Present

**PRESENT:** Austin Garber, Town Manager  
Melinda Hooke, Clerk/Treasurer  
JR Dodd, Chief of Police  
Quinton Callahan, Town Attorney  
Karl Magenhofer – Planning Commission Chairperson  
Sarah Berry – Planning Commission member  
Kevin Racey – Planning Commission member  
Brad Berry – Planning Commission member  
Beverly Garber, Town Historian

**GUESTS:** Paula Bowman Robert Huffman  
Butch Bowman Carlo Montalbano  
Kellen Stepler - DNR Donna Montalbano

Mayor Delaughter began the meeting with a moment of silence, in remembrance of the two Bridgewater Officers, John Painter and J.J. Jefferson, who were killed in the line of duty on February 1<sup>st</sup>.

**PLEDGE OF ALLEGIANCE:** Mayor Donald Delaughter led the group in the Pledge of Allegiance to the American Flag.

**APPROVAL OF MINUTES:** A motion was made by Sharon Jones and seconded by Natalie Sherlock to approve the January Council Minutes. The motion carried with all present members voting in favor.

Roll Call Vote:

Ned Overton-Yes Clarence Fox-Yes  
Natalie Sherlock-Yes Carl Turner-Yes  
Sharon Jones-Yes

**TREASURER'S REPORT:**

General Fund	\$79,938.49
Water/Sewer Acct.	\$210,667.27
Loan Balance	\$882,810.51
CAT Financial	\$5,704.38
Money Market Acct.	\$1,208,079.70
ARPA Funds	\$708,675.82

**BILLS FOR PAYMENT:** A motion was made by Clarence Fox and seconded by Carl Turner to pay the bills as presented. The motion carried with all present members voting in favor.

Roll Call Vote:

Ned Overton-Yes Clarence Fox-Yes  
Natalie Sherlock-Yes Carl Turner-Yes  
Sharon Jones-Yes

**POLICE REPORT:** Chief Dodd stated that the current grants are still in motion. He thanked the community for all of the support they have received over the last week with the recent events that took place in Bridgewater.

**PUBLIC WORKS:** Town Manager Austin Garber gave Council a list of the jobs completed by the maintenance crew. A copy will become part of these minutes.

Austin Garber will be inspecting one of the properties of concern tomorrow on Granny Smith Drive. The boat launch paperwork approval was received and approved by Army Corps of Engineers. Now the town is waiting to hear back from any other state agencies if they need any other permits.

Austin Garber stated town staff knew the current meter reading equipment and software was going to become obsolete. The plan was to put the expense in the upcoming budget. The equipment that was purchased back in 2005 is not functioning properly. For the upcoming billing, there was an issue with trying to download the readings into the software system. With customer support, town staff was able to get the download to happen. Austin said that next time customer support may not be able to get the download to go through. He is asking Council to approve spending ARPA funding on:

2 wands for reading the touch meters - \$2,000 each

2 belt clip receivers for receiving the radio signals and relaying the information - \$8,000 each

2 iPads to run the field software and save the data - \$500 each

The total expense would be \$21,000.

Carl Turner made a motion to approve spending \$21,000 of ARPA funding for the meter reading equipment replacement. Natalie Sherlock seconded the motion.

Roll Call Vote:

Ned Overton-Yes

Clarence Fox-Yes

Natalie Sherlock-Yes

Carl Turner-Yes

Sharon Jones-Yes

Austin received an email from Lisa Gooden, who works at the Rockingham County Voter Registrar's Office. With the redistricting that took place, the Lone Pine Precinct (residents who live in the County with a Timberville address) will now be voting at John C Myers Elementary School. Only in town Timberville residents will be voting at the Plains District Community Center. This change will be effective for the upcoming election.

The mayor encouraged Council to go see the SCADA system and how well it works.

**REZONING PUBLIC HEARING:** Mayor Delaughter started the public hearing at 7:14 PM. This is a joint public hearing with the Planning Commission, who is present at the meeting. The town received a request for rezoning for the property at the intersection of North Main Street and Community Circle. It is currently zoned B-1. The request is to have it rezoned to R-2. Carlo Montalbano from White Mountain Construction Company explained that he plans to develop it with one duplex. Carl Turner asked if the entrance would be on Belvedere Street. Mr. Montalbano stated it would be on Community Circle. With no public comment, Mayor Delaughter closed the public comment section. The Planning Commission members were all in agreement to approve the rezoning.

Sharon Jones made a motion to approve the rezoning from B-1 to R-2. Clarence Fox seconded the motion.

Roll Call Vote:

Ned Overton-Yes

Clarence Fox-Yes

Natalie Sherlock-Yes

Carl Turner-Yes

Sharon Jones-Yes

**SHORT-TERM RENTAL ORDINANCE PUBLIC HEARING:** Mayor Delaughter started the public hearing at 7:20 PM. The Planning Commission worked on the Short-Term Rental Ordinance for a lengthy period a couple of years ago. With the COVID pandemic moving the meetings virtually, the public hearing was put on hold two years ago. Planning Commission recommends to approve the current draft of the ordinance. The only correction was on page one to change Bridgewater's code from §17-301 to

Timberville's code § 4-10. Austin Garber said that the Planning Commission spent a lot of time researching and developing this ordinance for Timberville. Carl Turner stated that if it is passed, he feels the yearly fee is too low and the owners would be making good money. He would like to see the yearly fee increased. Austin Garber stated that there is a fair amount of fees that go into short-term rentals and Airbnb's. Austin also stated that there is a tax levy of 4.5% that the town will collect. Sarah Berry from the Planning Commission stated that when they looked at the fees, it was on par with other local municipalities. Natalie Sherlock explained how the tax levy is shown as part of the fees for the lodging. She also stated that if there are local Airbnb's that are doing well in town, that would generate revenue for Timberville. With no public comment, Mayor Delaughter closed the public comment section. Natalie Sherlock made a motion to approve the Short-Term Rental Ordinance as presented. Sharon Jones seconded the motion. With a 3-2 vote, the motion passed.

Roll Call Vote:

Ned Overton-Yes	Clarence Fox-No
Natalie Sherlock-Yes	Carl Turner-No
Sharon Jones-Yes	

**BUSINESS AND INDUSTRY:** Walgreens is underway with construction at the new site and the current site is listed for sale. The new owner of the warehouse is still talking to a local business who is interested in renting some of the warehouse space. The owner still has not received a quote on fixing the roof/repairs of the warehouse.

**ZONING ACTIVITY:**

15305 American Legion Dr. - Fence  
15307 American Legion Dr. - Fence  
Rezoning request for Main St. & Community Circle

**PARKS AND RECREATION:** None

**FINANCE:** Austin Garber is working on a flat budget and will email Council to setup the first budget meeting.

**PERSONNEL:** The ad is out for the contract public works employee that will be paid for by ARPA funding.

**PLAINS DISTRICT MEMORIAL MUSEUM:** Sharon Jones reported the museum had 120 volunteer hours, 135 visitors and 116 memberships for the month of January. On February 20<sup>th</sup> at 2:00 PM, the museum will have a presentation by Charity Derrow called Afro-American Graves in the Linville Creek Church Cemetery. Town Historian Beverly Garber reported on different happenings in Timberville.

**OTHER BUSINESS:** None

**PUBLIC COMMENT:** Paula Bowman stated that the signs that have gone up on 211 have done a little bit. She states that the signs are not that great and that the trucks are still going down Memorial Park Drive as early as 6 AM. Ms. Bowman found some old records back when Ellen Nash was here and Anna Branner and there was a grant approved for sidewalks. She said the mayor at the time did not accept the grant money. Ms. Bowman said there was a study done back then stating that Memorial Park Drive needed sidewalks and she would like to see it addressed again. She wants people to be able to walk to the park safely. She would like the plants to be approached about chipping in for the sidewalks since they are the ones that cause the truck traffic. Mayor Delaughter said they would continue to reach out to VDOT.

**ADJOURNMENT:** No further business, the meeting adjourned.

**RESPECTFULLY SUBMITTED,**

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Melinda Hooke, Clerk

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Donald Delaughter, Mayor