

MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

January 12th, 2023

The regular monthly meeting of the Timberville Town Council was held Thursday January 12th, 2023 at 7:00 p.m. in the Town Council chambers with Mayor Donald Delaughter presiding.

MEMBERS:

Carl Turner-Absent	Sharon Jones-Present
Clarence Fox-Present	Sarah Berry-Present
Debbie Jessup-Present	Isaac Kelley-Present

PRESENT:

Austin Garber, Town Manager
Melinda Hooke, Clerk/Treasurer
Quinton Callahan, Town Attorney
Beverly Garber, Town Historian
Kellen Stepler, DNR

GUESTS:

Randy Andes	Paula Bowman
Brad Berry	Butch Bowman
Kevin Farmer	

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 Debbie Jessup and seconded by Clarence Fox to approve the December minutes. The motion carried with all present members voting in favor.

Roll Call Vote:

Isaac Kelley-Yes	Debbie Jessup-Yes
Sarah Berry-Yes	Clarence Fox-Yes
Sharon Jones-Yes	

TREASURER'S REPORT:

General Fund	\$166,627.86
Water/Sewer Acct.	\$197,237.43
Loan Balance	\$796,285.30
Money Market Acct.	\$1,180,602.63
ARPA Funds	\$1,132,877.28

BILLS FOR PAYMENT: A motion was made by Sarah Berry and seconded by Debbie Jessup to pay the bills as presented. The motion carried with all present members voting in favor.

Roll Call Vote:

Isaac Kelley-Yes	Debbie Jessup-Yes
Sarah Berry-Yes	Clarence Fox-Yes
Sharon Jones-Yes	

REAPPOINT TOWN MANAGER: Clarence Fox made a motion to reappoint Town Manager Austin Garber for another two years. Sarah Berry seconded the motion.

Roll Call Vote:

Isaac Kelley-Yes	Debbie Jessup-Yes
Sarah Berry-Yes	Clarence Fox-Yes
Sharon Jones-Yes	

ELECTION OF VICE MAYOR: Debbie Jessup made a motion to elect Clarence Fox as Vice Mayor. Sharon Jones seconded the motion.

Roll Call Vote:

Isaac Kelley-Yes Debbie Jessup-Yes
Sarah Berry-Yes Clarence Fox-Yes
Sharon Jones-Yes

POLICE REPORT: Mayor Delaughter updated Council that the police department remodel will be under budget by about \$6500 without using any of the \$25,000 ARPA fund reserve. He would like to save that money to go towards the new phone system that will need to be purchased. The current phone system at the office and police department is becoming obsolete. Town Manager Austin Garber stated that new internet and phone systems would be discussed during the budget meeting.

PUBLIC WORKS: PPEA Ordinance allows contractors to submit proposals to the town without it being solicited and Council could consider it at that point. A guideline to go along with the Ordinance will be adopted as well. Sarah Berry made a motion to approve and adopt as presented. Debbie Jessup seconded the motion.

Roll Call Vote:

Isaac Kelley-Yes Debbie Jessup-Yes
Sarah Berry-Yes Clarence Fox-Yes
Sharon Jones-Yes

Austin Garber gave Council a Financial Disclosure packet of information to fill out.

VDOT was in Timberville doing an assessment of the roadway for the sidewalk/crosswalk project for the intersection of McCauley Drive down to 4th Avenue.

The maintenance crew will start on the boat launch at the park weather/temperature permitting.

Cecilia Valdez and Austin Garber will be arranging a community meeting in February for Rails 2 Trails on a Saturday.

Austin Garber will be doing a tour of the town on Monday, January 16th at 2:00 p.m. for any Councilmembers who would like to attend.

BUSINESS AND INDUSTRY: Yard Sale Resolution changes to revoke having residents get a yard sale permit was presented to Council. Sharon Jones made a motion to approve the changes as presented. Isaac Kelley seconded the motion.

Roll Call Vote:

Isaac Kelley-Yes Debbie Jessup-Yes
Sarah Berry-Yes Clarence Fox-Yes
Sharon Jones-Yes

Town Attorney Quinton Callahan recommends conditional uses for gaming machines and vape shops. They would be permitted with limitations but wouldn't be a by right use. Currently both would be a by right use because there is not a definition in the zoning regulations. Mr. Callahan recommends going through zoning regulations and would like to know if Council would like him to proceed. Council unanimously agreed they would like for him to proceed with preparing the ordinance. pOpshelf is open with a lot of traffic in and out of the building.

ZONING ACTIVITY:

None

PARKS AND RECREATION: Mayor Delaughter stated that the panel box was installed at the American Legion Park but an additional 400 Amp service is still needed. He also stated the \$25,000 ARPA funding that was allotted for the police department remodel and was not used. He would like to reallocate those funds for a mobile stage to be built and PA system installed at the American Legion Park. Sharon Jones made a motion to reallocate the funds for the mobile stage/PA system. Clarence Fox seconded the motion.

Roll Call Vote:

Isaac Kelley-Yes Debbie Jessup-Yes
Sarah Berry-Yes Clarence Fox-Yes
Sharon Jones-Yes

Mayor Delaughter will choose which committees each Councilmember will serve on. He would like the chairperson to schedule committee meetings.

FINANCE: Deposit of Town Funds Ordinance Amendment has been changed to allow funds to be deposited outside town limits. Debbie Jessup asked about how that would affect bank stock tax if we do not keep funds in town. Town Manager Austin Garber stated that it would affect it, but the town needed to weigh the amount lost with the amount gained on the higher interest rates outside of town. Clarence Fox made a motion to approve the amendment and Sarah Berry seconded the motion.

Roll Call Vote:

Isaac Kelley-Yes Debbie Jessup-Yes
Sarah Berry-Yes Clarence Fox-Yes
Sharon Jones-Yes

PERSONNEL: Tuition Assistance Program changes to the employee handbook has been presented to Council. Clarence Fox made a motion to approve the changes. Sarah Berry seconded the motion.

Roll Call Vote:

Isaac Kelley-Yes Debbie Jessup-Yes
Sarah Berry-Yes Clarence Fox-Yes
Sharon Jones-Yes

PLAINS DISTRICT MEMORIAL MUSEUM: Sharon Jones reported the display this month is, Welcome to Historic Broadway, along with a Boy Scout Exhibit. On January 22nd, Pat Turner Ritchie is speaking on Black History Month of Fulks Run. February 26th is the Appraisal Fair from 1-4 p.m.

OTHER BUSINESS: Debbie Jessup was approached by a resident about the stop light and people not yielding at the intersection of 7/11 and 211. Austin Garber stated he would check with VDOT, but in the past they said they couldn't do anything because of the type of stop light that's there.

Sarah Southerly submitted a letter of interest for the vacant position on Planning Commission. This was the only letter received. Austin Garber asked Council if they wanted Planning Commission to interview Ms. Southerly. Council unanimously agreed they wanted Planning Commission to interview her and come back with a recommendation.

PUBLIC COMMENT: None

ADJOURNMENT: No further business, the meeting adjourned.

RESPECTFULLY SUBMITTED,

Melinda Hooke, Clerk

Donald Delaughter, Mayor