

## MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

December 9<sup>th</sup>, 2021

The regular monthly meeting of the Town of Timberville Council was held Thursday December 9<sup>th</sup>, 2021 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-Present Ned Overton-Present

**PRESENT:** Austin Garber, Town Manager  
Melinda Hooke, Clerk/Treasurer  
JR Dodd, Chief of Police  
Quinton Callahan, Town Attorney  
Beverly Garber, Town Historian

**GUESTS:** Lacey Smith  
Christian Nicklow  
Paula Bowman  
Butch Bowman  
Brody Carr  
Gage Kile  
MaryAnn Bowman

**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 Clarence Fox to approve the November Council Minutes. The motion carried with all members voting in favor.

Roll Call Vote:

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

<b>TREASURER'S REPORT:</b> General Fund	\$27,622.18
Water/Sewer Acct.	\$186,426.17
Loan Balance	\$898,131.76
CAT Financial	\$7,322.64
Money Market Acct.	\$1,206,951.85
ARPA Funds	\$732,436.85

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

Roll Call Vote:

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

**POLICE REPORT:** Chief Dodd stated that Shop with a Hero was postponed until next year. With part of the money that was raised, the officers did a pizza party at Plains Elementary. Cecilia Valdez took care of organizing and planning the event. The chief was amazed at the difference the pizza party made with kids.

The police department will receive a grant, from DCJS, in the amount of \$2000 for upgrading safety equipment in vehicles. Sergeant Hooke has been working on a radio grant through DCJS to replace the current radios. The chief stated that with trade in of the current radios and the in-kind match grant, hopefully there will not be any expense for the town.

The mayor stated the 2013 Dodge Charger needed to be replaced. The chief would like to go ahead and order it now. If the vehicle comes in before the end of the fiscal year, the budget would be amended and the vehicle would be paid for out of savings. Town Manager Austin Garber stated there are other town vehicles that were placed for sale on the surplus site. He suggested the money from the sale of those vehicles could go towards the new police cruiser. The estimate of the new vehicle is around \$40,000.

Sharon Jones made the recommendation for the chief to order the new cruiser. Natalie Sherlock seconded the motion.

Roll Call Vote:

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

The RFP for the Police Department Remodel has been listed. The close date to bid is Wednesday, January 5<sup>th</sup>, 2022 on E-Virginia.

**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.

Letters have been sent out to owners in regards to the new Occupancy Limit Ordinance. Town Manager Austin Garber has spoken with some of the residents, but the one that's a serious concern has not contacted him. Austin stated that if he hasn't received any notifications, then the town will proceed with the warrant to do an investigation.

The structure at the corner of North Main and Church Street is down.

The variable frequency drive has been installed at well #2. The crew has it manually adjusted between 160-180 gallons per minute. Once the rest of the equipment arrives and is installed, it can be set to automatic based on the demand (tank levels).

Planning Commission preliminarily blighted the warehouse property. Austin has spoken with the new owner who is anxious to get something done with the property. The new owner told Austin the dumpster has been delivered to the site. The contractor is supposed to be at the property to begin cleaning up the brush and removing the old awnings on Monday. The new owner is weighing options and getting quotes for restoring or demolishing it. The contractor told Austin he did not feel comfortable going up to the second level of the building.

Austin Garber and Ned Overton attended the annual Rails to Trails zoom meeting. Austin stated it was a very large group. The economic impact analysis is complete and Austin will send that out to Council. The lowest security camera quote was received from Valley Automation. \$16,276 will be paid with ARPA funding due to directly being related to security for our water sources. \$26,211 will be paid out of park funds for the parks, office and PD. Debbie Jessup made a motion to award the contract to Valley Automation for the security cameras. Sharon Jones seconded the motion.

Roll Call Vote:

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

As of December 22<sup>nd</sup>, Comcast customers who have the expanded basic sports package will be able to watch ACC sports.

**BUSINESS AND INDUSTRY:** None

**ZONING ACTIVITY:**

372 S. Main St – New Structure  
3231 Legion Way – Fence

**PARKS AND RECREATION:** Mayor Delaughter stated that the maintenance crew is working on the last shelter and roof. He stated that the Winter Festival was a huge success. An estimated 1200 people came through.

**FINANCE:** Audit books were distributed to Council.

**PERSONNEL:** None

**PLAINS DISTRICT MEMORIAL MUSEUM:** Sharon Jones reported the museum had 112 volunteer hours and 56 visitors for the month of November. The museum will have a new exhibit in January. Town Historian Beverly Garber reported on population amounts and different happenings in Timberville.

**OTHER BUSINESS:** Debbie Jessup made a motion to go into closed session under Virginia Code 2.2-3711-(A)(5) for the discussion of a prospective business where no announcement of the interest of the business in the community has been made. Natalie Sherlock seconded the motion.

Roll Call Vote:

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

Debbie Jessup made a motion to come out of closed session and seconded by Natalie Sherlock. A roll call vote was taken that the only thing discussed during closed session was a prospective business.

Roll Call Vote:

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

**PUBLIC COMMENT:** Sharon Jones thanked Butch Bowman and Bev Garber for their beautiful wood crafts they made and sold at the Winter Festival.

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

**RESPECTFULLY SUBMITTED,**

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Melinda Hooke, Clerk

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Donald Delaughter, Mayor