

## MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

September 8<sup>th</sup>, 2022

The regular monthly meeting of the Town of Timberville Council was held Thursday September 8<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-Present Ned Overton-Present

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

**GUESTS:** None

**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 August 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	\$41,123.77
Water/Sewer Acct.	\$268,282.88
Loan Balance	\$828,014.02
Money Market Acct.	\$1,192,678.69
ARPA Funds	\$1,250,970.30

**BILLS FOR PAYMENT:** A motion was made by Clarence Fox and seconded by Sharon Jones 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 reported the police academy puts on a leadership retreat each year and he attended. There are 40-50 chief executive officers who attend. Legal changes, cultural changes and leadership theory are topics discussed.

Chief Dodd sent out an email about the new vehicle that was totaled. The officer driving was unscathed and was back to work on his next rotation. The replacement vehicle is scheduled to be delivered on Monday. The equipment for the vehicle that's been on order will be used for the new replacement vehicle. The vehicle should be up and running with-in 7-10 days after delivery. Chief Dodd salvaged as much equipment off of the totaled vehicle as he could.

The K-9 program is up and running. The police committee got to meet the new K-9. Chief Dodd said it was a lowkey deploy and has been successful. The K-9 Officer is still covering shifts at this point and if there needs to be a change, he will let Council know. To date, \$7950.50 has been donated for the

program. Mayor Delaughter asked about a way to thank the donors. Chief Dodd stated that he is working with the front office staff on different ideas.

**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.

The maximum cap allowed for each vehicle has changed in the yearly snow removal contract. VDOT asked the town about plowing extra streets outside of town. Austin Garber and Chris Coffman discussed it and didn't feel it was responsible to take on more streets to plow. With a small crew, it is enough for them to keep up with streets within town limits.

The town's water sources and distribution systems are under Virginia Department of Health's (VDH) regulations. VDH requires testing at different intervals depending on what the tests are for. Austin Garber stated that typically every two years the town would submit waivers for certain tests, so they don't have to be monitored as frequently. The SOC's (synthetic organic chemicals) and cyanides are the regular waivers normally submitted. Austin submitted those and he will hear back whether VDH accepted them or not. This year would be for a three-year cycle. If approved, they wouldn't be tested again until 2025. These are highly scrutinized and considerable attention goes into those waivers. Austin stated that safety is never sacrificed. VDH conducted their annual inspection of the town facilities and notification was received that the facilities passed. There were some minor things that needed to be changed. The screens on the overflow pipes were too big and the maintenance crew already replaced those. Austin said that VDH commented that the town's facilities are very pristine, even the pump stations.

Work is continuing on upgrading the internet for the security cameras and SCADA systems. 90% of the cameras are remotely accessible for all town staff.

Maintenance Supervisor Chris Coffman forwarded an email that the chemical supplier will be increasing the prices of chemicals the town uses in the water treatment process. Austin said that several months ago, chlorine went up drastically. Chlorine has increased again, with fluoride possibly doubling in price. Austin will contact the health department to see about grants to cover the fluoride increase.

Austin met with the Broadway-Timberville Rotary Club on August 30<sup>th</sup> and provided them with a brief update on the different events coming up that are hosted by the town. The Rotary offered their assistance with events and Cecilia Valdez is in contact with them to coordinate their volunteers.

Over the last several years, Council has waived business license fees for different events. Austin asked Council to consider waiving them for the winter festival being held December 3<sup>rd</sup> from 12-6 and December 4<sup>th</sup> from 1-5. Front office staff is working on a fee that will be charged to vendors. Sharon Jones made a motion to waive business license fees for the winter festival. Debbie Jessup seconded the motion.

Roll Call Vote:

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

Mayor Delaughter stated that the police department remodel is moving along and the crew will be looking into painting, flooring and drop ceiling installs. Things are going well budget wise and Mayor Delaughter would like to hire a painter.

**BUSINESS AND INDUSTRY:** Pop Shelf is the new business going into the old Walgreens building. There is interest in other vacant properties around town.

**ZONING ACTIVITY:**

164 Church St – Carport

**PARKS AND RECREATION:** Mayor Delaughter and Chris Coffman met with an electrician about upgrading the electric to what the town needs for food trucks and events. The electrician will be giving the town an estimate.

**FINANCE:** Mayor Delaughter asked for Council to decide on a percentage for Personal Property Tax Relief. Austin Garber recommended to set the rate at 27% or 28%. Sharon Jones made a motion to approve 28% Personal Property Tax Relief. Carl Turner seconded the motion. With a 4-2 vote, the motion passed.

Roll Call Vote:

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

**PERSONNEL:** None

**PLAINS DISTRICT MEMORIAL MUSEUM:** Sharon Jones reported there were 124 visitors and 99 volunteer hours. The current display is Elwood Cullers. This coming Sunday, Phil Bigler will speak on James Madison and the Constitution. Heritage Day will be Saturday, September 17<sup>th</sup> from 10:00 a.m. to 2:00 p.m.

Mayor Delaughter read the Proclamation for Constitution Week. A signed copy will become part of these minutes.

**OTHER BUSINESS:** None

**PUBLIC COMMENT:** None

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

**RESPECTFULLY SUBMITTED,**

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Melinda Hooke, Clerk

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Donald Delaughter, Mayor