

MINUTES OF THE TIMBERVILLE TOWN COUNCIL MEETING

August 10th, 2023

The regular monthly meeting of the Timberville Town Council was held Thursday August 10th, 2023 at 7:00 p.m. in the Town Council chambers with Mayor Donald Delaughter presiding.

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

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

GUESTS: Paula Bowman
Butch Bowman
Sharon Dean

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 July minutes. The motion carried with all present members voting in favor.

Roll Call Vote:

Isaac Kelley-Yes Clarence Fox-Yes
Sarah Berry-Yes Carl Turner-Yes
Debbie Jessup-Yes

TREASURER'S REPORT: General Fund	\$33,966.61
Water/Sewer Acct.	\$299,428.19
Loan Balance	\$740,582.62
Money Market Acct.	\$1,143,241.43
ARPA Funds	\$986,118.86

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

Roll Call:

Isaac Kelley-Yes Clarence Fox-Yes
Sarah Berry-Yes Carl Turner-Yes
Debbie Jessup-Yes

POLICE REPORT: Chief Dodd thanked Cecilia and the front office staff for their hard work planning and pulling off an amazing National Night Out. The chief estimated that the crowd size doubled from last year to this year.

Chief Dodd has been working with John C Myers Elementary School's after school program called Jake's on Track. He also helped with their summer program this year.

Chief Dodd asked Town Manager Austin Garber if he had talked to VDOT in the past about having flashing signs in town. Austin Garber stated he was told by VDOT that they do not use equipment like that. He stated that those types of signs are used in the city. He stated he would check with VDOT to make sure something has not changed. Chief Dodd said that Sergeant Hooke applied for a DMV Grant for two illuminated speed signs. Chief Dodd stated hopefully the town will be able to get those.

PUBLIC WORKS: Town Manager Austin Garber said that Maintenance Supervisor Chris Coffman sent out the list of work completed by the maintenance crew, but there were some things he did not put on the list. There are approximately 30 water meters that need to be replaced. Chris is having issues getting the setters for the meters to set down in. The estimated time for those to come in is December. Once those are received, the remaining old meters will be replaced. Austin Garber explained to Council how the maintenance crew exchanged hundreds of old meters within a short amount of time. Normally, localities contract that work out. The maintenance crew also completed 87 Miss Utility locates this month. Anytime you plan to dig or have someone dig on your property, you are required to call 811 and have utility companies locate their lines on your property. Austin stated that the reason there were more miss utilities to locate this month was because GloFiber had started putting infrastructure in town. The town received 4 proposals for the new water source assessment and development project. Austin is reviewing them and he will setup a meeting with the public works committee. They will formulate a recommendation for Council.

Demolition has begun on the brick building on McCauley Drive.

A meeting was held on Monday, July 31st that was arranged by Town Attorney Quinton Callahan to discuss residential and commercial growth in Timberville. In attendance were Jay Langston Executive Director of the Shenandoah Valley Partnership, Chris Quinn Executive Director of the Chamber of Commerce, Keith May Broker at Kline May Realty, Kevin Flint Planning Commissioner for Rockingham, Mayor Delaughter, Debbie Jessup, Sharon Jones, Town Attorney Quinton Callahan, and Austin Garber. Austin Garber stated it was a very productive meeting. Kevin Flint suggested to talk to Rockingham County Public Schools about how growth would impact surrounding schools. Austin setup a meeting with the leadership administration with Rockingham County Public Schools on September 5th. Mayor Delaughter stated it was nice to have that group of people to lean on for advice and this would not be their only meeting. He would like to meet every few months. He stated growth is coming sooner or later and the town needs to be prepared.

Austin Garber received an email notification that the pre-application for the transportation alternatives funding for the Memorial Park Drive's sidewalk project has been screened in. This means that a full application will now be able to be submitted. VDOT contracted with a firm to go through the screening process and to provide a more detailed cost analysis over the next several months. Austin is hoping that the pricing will be better than originally estimated and to see if it is feasible for the town to take on the project. He will check into some other funding sources that can be used as a match.

Mayor Delaughter asked about the status of the Spar Mine Water Project. Austin Garber said the town attorney's office has drawn up the deeds for the easements. He needs to look at those with Town Attorney Quinton Callahan and will then send them out to the property owners and then it can go out to bid.

BUSINESS AND INDUSTRY: Paula Bowman contacted Austin Garber about Tools for School/Stuff the Bus Campaign. Walmart did have a Stuff the Bus event Friday-Sunday last weekend. The town did not have any notification to be able to promote it. Walmart only posted about the event on their Facebook that Friday. We will check back with them next year around this time to make sure the town can promote the event. Town Attorney Quinton Callahan suggested to give that feedback to United Way.

ZONING ACTIVITY:

-129 Maple Ave – Covered Porch

-140 W Riverside Dr – Fence

-3560 Majestic Circle – Accessory Building

-364 Ridge Ct – Accessory Building

-3340 Legion Way – Solar Panels

-309 Montevideo St – Addition to Dwelling

-250 Church St – Accessory Building

-Timberville Cemetery-Fence

-152 Belvedere St – New Construction

PARKS AND RECREATION: Mayor Delaughter reported that the vandalism that occurred in the park has been cleaned up.

The bandstand stage looks amazing and the maintenance department is finishing up on that. The project so far is coming in under budget and there will be money for the speakers at the stables.

Chris Coffman is talking with different contractors about the bathrooms at the American Legion Park.

The engineer is working on the plans and sent over a draft copy. This will give the contractors an idea of what the town is looking for when building the bathrooms.

FINANCE: None

PERSONNEL: Austin Garber thanked staff and Councilmembers who showed up to help with National Night Out.

PLAINS DISTRICT MEMORIAL MUSEUM: Town Historian Beverly Garber talked about different historical events that happened in Timberville.

OTHER BUSINESS: Austin Garber and Kyle O'Brien, Town Manager for the Town of Broadway, met with Joyce Nussbaum from VPAS a few weeks ago. The attendance at the Community Center has been down and they are looking for recommendations of how to publicize the events they have.

PUBLIC COMMENT: Sharon Dean from East C Street in Timberville thanked Council for their public service and for serving the community. Ms. Dean stated that there was heavy equipment in her front yard that belonged to GloFiber. She said no one let her know that it would be sitting there. She called the town office and was advised to contact GloFiber if there was a problem and not the police. She called the number she was given for the supervisor and got a voicemail and then she received a call back. Before she called, she tried twice to get the workers of GloFiber's attention to ask them to move the equipment. Ms. Dean stated she was completely ignored. Ms. Dean stated that citizens should be able to call if there is someone trespassing in their yard. She said it should not matter whether it is a big corporation. She wanted to know if that was standard procedure. Town Manager Austin Garber explained that the town had calls coming in when GloFiber first came into the area. He contacted GloFiber and was told they were supposed to put notification on everyone's door. He stated he thinks they may have done a little better with that. Austin Garber explained that any issues the town encountered as a complaint before, GloFiber was working in an easement and not doing anything wrong. He said he was unsure of the easements of her property without looking it up. Ms. Dean stated that it was in her front yard and by the time the supervisor came down, the crew had left. Ms. Dean asked if when they first came in if it was the understanding that you would not go to the local police and go to the company instead. Austin Garber said he contacted GloFiber and he was told that if anyone has issues to make sure the supervisor is called. He explained with the other complaints, no one was looking for the police department. They were wondering why they were on their property. When Austin checked the complaints out, GloFiber was in the easements working.

Ms. Dean then suggested Tai Chi classes for the elderly at VPAS. She explained that it teaches about fall safety besides just socialization and it would increase their stability. She stated it is a good program. Austin stated VPAS has done programs like that in the past. He said it is not the programs that is the issue, but the attendance.

Mayor Delaughter asked about what a typical easement is. Austin Garber stated that it varies depending on what the service is. Town Attorney Quinton Callahan explained that without doing title work it is impossible to know where they are. He stated that the custom is usually 20 to sometimes 30 feet along the property line adjacent to a public roadway. Mr. Callahan reminded that this was discussed when the franchise agreement was done for Shentel. He explained that part of the franchise agreement is the

town granting Shentel the authority to locate their utilities within any Timberville public right of way or any easement owned by the town.

ADJOURNMENT: No further business, the meeting adjourned.

RESPECTFULLY SUBMITTED,

Melinda Hooke, Clerk

Donald Delaughter, Mayor