OCTOBER 12, 1956

THE REGULAR MEETING OF THE ELKTON TOWN COUNCIL MET IN THE COURT ROOM OCTOBER 12, 1956 AT EIGHT P.M. WITH THE MAYOR R. K. BABINGTON PRESIDING AND THE FOLLOWING COUNCILMEN PRESENT: ED GARBER ED SHULTS, THOS EADIE, W. J. ANTHONY, R. J. LOUGH AND H. A. WORKMAN.

GUESTS PRESENT WERE CONRAD LONG, MR. HODGES, STANLEY EYE, DR. GARNER DOWNEY, REV EARL ROBERTS MR JACKSON AND MR GARRAD.

THE MINUTES OF THE LAST MEETING AND THE TREASURERS REPORT WAS READ AND APPROVED.

DR. GARNER DOWNEY WAS PRESENT TO PRESENT A PETITION OF ~~20~~ the PEOPLE LIVING ON LEE AVE REQUESTING THE NEED OF SURFACING THAT PARTITION OF LEE AVE AND BETWEEN SPOTTSWOOD AND D. STREET. THE COUNCIL PROMISED TO GIVE ATTENTION TO THIS REQUEST AS SOON AS POSSIBLE.

MR. EADIE PRESENTED THE MATTER OF THE LOUDNESS OF THE POLICE PHONE HORN WHICH WAS DISTURBING SOME OF THE RESIDENTS OF THE TOWN. IT WAS SO MOVED TO HAVE THE ELECTRICIAN TO TRY TO TONE IT DOWN.

MR. EADIE DISTRIBUTED COPIES OF THE AUDIT REPORT AND DISCUSSED SAME WITH THE COUNCIL IN WHICH HE CALLED THE ATTENTION TO THE EIGHT RECOMMENDATIONS BY THE AUDITOR AS FOLLOWS:

1. TAPES SHOULD BE RUN ON THE LIGHT, WATER AND SEWER CHARGES FOR THE RETAINED COPIES OF THE CUSTOMERS' BILLS TO DETERMINE THE AMOUNT CHARGED TO THE TREASURER EACH MONTH AND THE TAPE PRESERVED FOR THE AUDITOR. THIS SHOULD BE CHECKED BY ADDING THE INDIVIDUAL CUSTOMERS ACCOUNTS AND SEEING THAT THE TOTAL PROVES WITH THE RESPECTIVE CONTROL ACCOUNT.

2. THE DETAIL ACCOUNTS RECEIVABLE SHOULD BE ADDED AND PROVED MONTHLY WITH THE MASTER CONTROL "DUE FROM TREASURER".

3. THE DETAIL EXPENSE ACCOUNTS SHOULD BE ADDED AND PROVED MONTHLY WITH THE RESPECTIVE EXPENSE CONTROL SHEET.

4. BUSINESS LICENSES SHOULD BE ISSUED ON PRE-NUMBERED DUPLICATE LICENSE BLANKS SO THAT THE DUPLICATES CAN BE ACCOUNTED FOR TO VERIFY REVENUE FROM THIS SOURSE.

5. A PROPER PETTY CASH VOUCHER WITH THE PROPER SIGNATURE AND APPROVAL SHOULD BE USED RATHER THAT THE PRESENT METHOD OF USING VARIOUS MEANINGLESS SLIPS OF PAPER.

6. CUSTOMERS METER DEPOSITS SHOULD BESET UP ON AN INDEX CARD FILE SO THAT THE TOWN'S LIABILITY ON THIS ITEM CAN BE DIFINITELY ASCERTAINED AND REFLECTED IN THE FINANCIAL STATEMENT. THE METHOD USED OF SHOWING THIS AMOUNT ON THE CUSTOMERS LEDGER CARD IS NOT PRACTICAL, SINCE THESE CARDS ARE CONSTANTLY BEING USED UP AND REPLACED BY NEW ONES.

7. TOTAL DAILY RECEIPTS SHOULD BE DEPOSITED DAILY TO ELIMINATE ERRORS AND THE ENABLE RECEIPTS TO BE PROPERLY TRACED TO THEIR DEPOSIT IN THE BANK.

8. PROPER INDIVIDUAL EMPLOYEES PAYROLL RECORDS SHOULD BE INSTALLED. THIS IS REQUIRED BY THE FEDERAL GOVERNMENT AND WOULD ALSO ASSIST THE AUDITOR TO VERIFY THE CORRECTNESS OF THE PAYROLL TAX RETURNS FILED BY THE TOWN.

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MR. EADIE MOVED TO ACCEPT THE REPORT WHICH WAS SECONDED BY ED SHULTS AND PASSED.

MR. ANTHONY MADE HIS REPORT ON THE SEWER DISPOSAL PROJECT IN REGARD TO PROGRESS BEING MADE. ALSO THAT SOME MEN FROM THE UNIVERSITY WOULD COME TO ELKTON AND CHECK OUR ELECTRIC SYSTEM AND OFFER SUGGESTIONS.

NEW WATER & SEWER RATES CONNECTING CHARGES WERE PRESENTED BY MR ANTHONY AND AFTER DISCUSSION MR. ANTHONY MOVED R. J. LOUGH SECONDED AND PASSED THAT THE FOLLOWING RATES BECOME IN EFFECT WITH THE JANUARY 1, 1957:

SECTION 24 WATER RATES:

(A) CONSUMERS WITHIN THE CORPORRATE LIMITS:

5,000 GAL. MIN.	2.50	
NEXT 15,000 GAL.	.30	PER THOUSAND
NEXT 15,000 GAL.	.25	PER THOUSAND
NEXT 15,000 GAL.	.20	PER THOUSAND
NEXT 15,000 GAL.	.15	PER THOUSAND
OVER 65,000 GAL	.12	PER THOUSAND

(B) CONSUMERS OUTSIDE THE CORPORATE LIMITS:

FIRST 5,000 GAL. MIN.	3.25	
NEXT 10,000 GAL	.45	PER THOUSAND
OVER 15,000 GAL	.50	PER THOUSAND

SECTION 28 SEWER SERVICE CHARGE:

SERVICE CHARGE SHALL BE $1.00 PER MONTH FOR EACH CONNECTION.
Sewer Connection will be $75.00

SECTION 23 CONNECTION CHARGES:

THE FOLLOWING CHARGES:

FOR 3/4" WATER CONNECTION	50.00
FOR 1" WATER CONNECTION	70.00
FOR 11/4" WATER CONNECTION	100.00
FOR1 1/2" WATER CONNECTION	140.00
FOR 2" WATER CONNECTION	200.00

FOR ALL CONNECTIONS LARGER THAT 2" A MINIMUM CHARGE OF $400.00 OR THE ACTUAL COSTS, WHICHEVER IS THE GREATER.

MR. EADIE MOVED ED SHULTS SECONDED AND PASSED THAT WE HAVE 50 COPIES OF THE AUDIT REPORT PRINTED AND TO BE LEFT IN THE TREASURERS OFFICE FOR ANY INTERESTED PERSONS WHO MAY WANT ONE.

THE DIFFERENT DEPARTMENTS WERE TO HAVE THEIR BUDGET READY FOR NEXT MEETING.

THE CONDITION OF THE STREETS WAS PRESENTED AND FOR THOSE WHICH NEEDED REPAIR MR. ANTHONY MOVED THOS EADIE SECONDED AND PASSED TO APPROPRIATE $2,000.00 TO REPAIR SAME AND THE TOWN WOULD RECEIVE CLOSED BIDS FOR THIS WORK.

H. A. WORKMAN MADE HIS REPORT ON THE ELECTRIC WORK AND THE CORRESPONDENCE WHICH HE HAD WITH VIRGINIA ELECTRIC AND POWER CO. REGARDING TO ELECTRIC SERVICE TO THE NEW SCHOOL AND ALSO SAID HE AND JOHN MUTERSPAUGH WOULD LIKE TO ATTEND AN ELECTRIC MUNICIPALITY MEETING WHICH MEETS IN FRONT ROYAL OCTOBER 18-19, 1956

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THE MATTER OF THE TOWNS ANNEXATION PROCEEDURE WAS DISCUSSED AT LENGTH AND A COMMITTEE CONSISTING OF THE COUNCIL MEMBERS WAS TO REPORT ON NEXT MEETING.

W. J. ANTHONY MOVED, ED SHULTS SECONDED AND PASSED THAT THEY MAKE THE NEEDED REPAIRS TO THE ELECTRIC TRUCK AT LOUGH GARAGE TO THE AMOUNT OF ABOUT $75.00 OR 80.00 . AND THEY WERE TO RECEIVE BIDS ON FURNISHING ANTI FREEZE TO THE TOWN CARS AND TRUCKS FROM THE GARAGES AND FILLING STATIONS.

IT WAS SO MOVED THAT MR. GARBER, CHAIRMAN OF THE ORDINANCE COMMITTEE WOULD DRAW UP THE NECESSARY ORDINANCE AND PRESENT TO THE COUNCIL AT MEETING IN REGARD TO SALARYS FOR THIS YEAR.

NO FURTHER BUSINESS WE HAD A MOTION TO ADJOURN.

APPROVED R. K. Balrigton
MAYOR

N. Frey
RECORDER