REGULAR
COUNCIL MEETING
March 16, 1992

The regular meeting of the Elkton Town Council was held March 16, 1992 at 8:00 p.m. in the council chambers with the Mayor Charles E. Dean presiding. The following council members were present: F. A. Bennett, R. C. Davis, M. B. Fuller, L. C. Life, W. E. Printz and R. L. Snow. Dale Davenport, Attorney, Norma Leap, Clerk, Gerald Monger, Superintendent and Warren Pence, Chief of Police were also present.

Boy Scout Troop #46 led the Pledge of Allegiance to the flag.

Mrs. Fran Camden, representing the EAUS, came before council to give an update on their activities. She reported that they are growing and serving more people each year. The EAUS appreciates the $2000.00 the Town of Elkton has donated and asked the Town to consider them when drawing up the new budget with more help if possible.

Mr. Bill Holt was present and spoke in support of the EAUS.

Mrs. Laura Grigsby was present representing the EDRC. She requested the town's permission to hold the drawing here for the Rockingham Castle Raffle which they are sponsoring. The drawing will be held around August 1st. or whenever all the tickets are sold. Mayor Dean stated that Mr. Davenport will check into this and if there are no restrictions, council has no problem with honoring this request.

Mrs. Grigsby reported the Sidewalk and Yard Sale sponsored by EDRC will be held May 9th. and they would like to secure the town's help in the following areas:

1. Street Cleaning: part of Spotswood Avenue, Spotswood Trail and Stuart Avenue.
2. The Dean's have offered the lot across from the Municipal Building for this activity. EDRC would like the Town to mow this area and cleaned the sidewalk in front of this area.
3. If the Dean lot is muddy, they would like the Town to put some stone on the lot.
4. EDRC would like to borrow the Town's orange cones on Friday evening and Saturday.
5. There may be a need for more traffic control by the Public Safety department.
6. They would like to borrow the picnic tables from the park if there is no objections from the Recreation Commission.

Mrs. Grigsby was asked to get with Mr. Monger and Chief Pence on these requests. Councilman Snow stated it was okay to use the picnic tables as long as they are returned to the park right away.

Councilwoman L. C. Life moved, seconded by Councilwoman M. B. Fuller and carried to approve the minutes of the Regular Council Meeting February 17, 1992 as amended.

Mr. Monger reported that he has presented a written report to all council members.

Chief Pence presented the monthly police report. He also reported that the Elkton Police Department was chosen to receive five bullet proof vests from the company owned by Oliver North. Sergeant Marshall, Officer Reamey and Chief Pence received these vests on behalf of the department on Wednesday.

Councilwoman L. C. Life moved, seconded by Councilman F. A. Bennett to send a letter to Oliver North from the Mayor and Council thanking him for these vests. The motion carried.

Chief Pence also reported that the Police Department has been selected to receive a video camera from MADD and two new alka sensors from DMV. The work to contact all these organizations was done by Sergeant Marshall, Officer Reamey and Dispatchers Debbie Curtis and Rick Carey.

Councilwoman Life stated she feels letters of commendation should be put in these employees files.

Chief Pence reported that the police department employed two new full time dispatchers. They had lost one full time dispatcher to Coors.

Mr. Davenport reported that Fred Bennett was appointed to council before he resigned from the Board of Zoning Appeals. He feels council should reappoint Mr. Bennett. Mr. Davenport reviewed the votes taken in the prior meeting and none of the issues would have been affected by Mr. Bennett's vote.

Councilwoman M. B. Fuller moved, seconded by Councilwoman L. C. Life to appoint Fred A. Bennett to the Elkton Town Council. The vote was recorded as follows:

Davis	-	yea	Printz	-	yea
Fuller	-	yea	Snow	-	yea
Life	-	yea			

Councilman R. L. Snow moved, seconded by Councilman F. A. Bennett and carried to approve the Finance Report for the month of February.

Mr. Snow reported that they have not received all the prices as yet for the roof at the fire hall. The Finance Committee needs to start work on the budget. It was suggested that a time limit be set for requests. Mr. Monger was asked to contact the various groups which normally make requests and tell them they need to get these requests in.

Councilman Davis reported that Mr. Monger just received some of the prices today regarding lights in the Elkwood Subdivision so the Electric Committee has not had time to review them. The committee will review the prices and have a recommendation ready for the April meeting.

Councilman Snow asked if the town could install these streets lights themselves. Mr. Monger stated he would check on this.

Councilman Printz reviewed the items Mr. Monger had in his report regarding streets. He also reported that his committee will be discussing possible alternative fixes to some of the problem areas in town which would help until the whole projects can be completed.

Mr. Correa, our representatives on the Board of Supervisors, reported that the State Highway Department did put out for bid the Spotswood Trail project. He does not know what the results were.

Councilwoman Life recognized Troop 46 who were present and thanked them for taking part in the program. She also thanked Mayor Dean, Councilwoman Fuller, Councilman Snow, Chief Pence and the others who helped with the program she had several Sunday's ago.

Councilwoman Life reported that the Woodmen of the World donated two new flags to the town, one of which is now in the council chambers. She thanked Officer Donnie Jenkins who cut off the flag pole so it would fit in the council chambers and Norma Waybright who helped get this project accomplished.

Councilwoman Life reported that Mr. Davenport is working on the contract with ARS for recycling.

Councilwoman L. C. Life moved, seconded by Councilman F. A. Bennett that the Town give a break on sewer rates for the months of May through September based on the March usage and not to exceed this unless the rates would increase. Residents must sign up by April 15th.

Councilman Bennett withdrew his second and Councilwoman Life her motion.

Councilwoman L. C. Life moved, seconded by Councilman F. A. Bennett to give special sewer rates to the residents of the Town of Elkton for the months of May, June, July and August for 1992 to be based on the April usage and not to exceed it unless the rates would increase. The deadline for signing up will be April 15, 1992. The vote was recorded as follows:

Bennett	-	yea	Life	-	yea
Davis	-	yea	Printz	-	yea
Fuller	-	nay	Snow	-	yea

Councilwoman Life stated she expects the media to cover this but feels a special ad should be put in the paper to notify the citizens.

Councilwoman Life stated she would like to finish the caboose project before she goes off council July 1st. She feels it would definitely take $1500.00 to finish the work but she would like to add an additional $300.00 in case something extra comes up.

Councilwoman L. C. Life moved, seconded by Councilwoman M. B. Fuller to approve the First Reading to appropriate $1800.00 to complete the caboose project by the end of June.

Mayor Dean asked who would be in charge of completing the caboose project. Councilwoman Life stated that she will work with Mr. Monger, Mr. Turner and Mr. Hammer to complete the project.

The vote was taken on the motion and recorded as follows:

Bennett	-	yea	Life	-	yea
Davis	-	yea	Printz	-	yea
Fuller	-	yea	Snow	-	yea

Councilman Bennett reviewed the three items regarding sewer and water on Mr. Monger's report. It was reported that in regards to Item #1, the sewer line between Rockingham Street and Spotswood Avenue, permission has been given by all the property owners involved. Written easements will have to be obtained, signed and recorded. Mr. Monger's department is going to try to do the work on this project themselves.

Councilwoman Fuller reported that the last draft of the Employee's Handbook was sent to each council member for their review. She asked if there were any questions or changes. The Personnel Committee recommends adoption of the handbook.

Mayor Dean pointed out that the handbook will change the pay period. It will now run from Sunday to Sunday and the employees will receive their pay on the following Wednesday. The employees will be given notification of this change and time to prepare for this first week of extra time between the pay period.

Councilman Bennett asked Mr. Davenport if he has any problem with Item K on page 6, Part-time status. Mr. Davenport stated he did not feel there would be any problem with the section as written.

Councilwoman M. B. Fuller moved, seconded by Councilman W. E Printz, and carried to adopt the handbook as presented this evening in substance, but allow the Personnel Committee to make further minor editorial changes, if necessary, prior to publication.

Councilman Bennett stated he still has some problem with Item K, Part-time status, but if Mr. Davenport has no problem with this he will go along with it.

The motion carried as presented.

Councilwoman Fuller reported on the proposed Visitors Sign-In Log and the follow up letter. The Personnel Committee recommends that anyone who comes before council and makes a formal request be sent a letter regarding the issue. There will be no follow ups after this. All letters will go out with the Mayor's signature, although the Mayor may delegate

the responsibility of filling out the form letter to the appropriate Committee Chairman or Department Head.

The Personnel Committee also recommended that the response to the visitors be made within fifteen days.

The Mayor will implement this immediately and will send a letter to Mrs. Crider regarding the request at a previous meeting for additional street lights in Elkwood.

The Personnel Committee will meet Thursday night from 6:00 p.m. to 7:00 p.m. to work on the pay rate schedule.

Councilwoman Fuller reported on the Planning Grant through the Department of Housing and Community Development. Councilwoman Fuller and Mr. Monger met with Bill Strider of the Central Shenandoah Planning District Commission. Mr. Strider feels there are two projects that could possibly qualify for first a planning grant and then possibly a project grant. Councilwoman Fuller and Mr. Monger's recommendation was that the town go with the Newtown Road Project. The other project Mr. Strider felt might qualify was the Pentecostal Hill Project. The problem with this project is that historically the people there are not interested in this. The Planning District Commission would need a request from the council that they assist the town in preparing the application for a planning grant. This would not cost the town anything for their service. The application deadline is July, not May, which gives the town a little more time.

Councilwoman M. B. Fuller moved, seconded by Councilwoman L. C. Life and carried that the Town of Elkton request assistance from the CSPDC in preparing an application for a Planning Grant through the Virginia Department of Housing and Community Development with respect to the Newtown Road Project.

A letter will need to be sent to the CSPDC regarding this action.

Councilman Printz asked if there is a committee that could look into the possibility of getting some decent chairs for the visitors to sit on at the council meetings and sprucing up the council chambers. As there is not a committee for this, Councilman Printz stated he would be responsible for getting some suggestions and reporting back to council on costs at the next meeting.

Mayor Dean reported that the Tour Du Pont will be coming through Elkton on Route 33 on May 12, 1992.

As there was no further business, the meeting adjourned.

MAYOR: Charles E. Dean
Charles E. Dean, Mayor

RECORDER: Norma R. Leap
Norma R. Leap, Clerk