REGULAR
COUNCIL MEETING
March 15, 1993

The regular meeting of the Elkton Town Council was held March 15, 1993 at 7:30 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, W. E. Printz, R. L. Snow and T. R. Whitfield III. Dale Davenport, Attorney, Norma Leap, Clerk, Gerald Monger, Superintendent and Warren Pence, Chief of Police were also present.

Councilman R. L. Snow moved, seconded by Councilman T. R. Whitfield III and carried to approve the minutes of the regular council meeting February 15, 1993 as corrected and the special council meeting March 2, 1993 as presented.

Mayor Dean complimented the town maintenance crew on the snow removal during the big snow storm. He stated he had received numerous positive comments.

Councilman R. L. Snow moved, seconded by Councilwoman M. B. Fuller and carried to approve the Finance Report for the month of February 1993.

COMMITTEE REPORTS

Electric Committee

Councilman Davis reported that they are still working on the problem at the substation. They should have another regulator back shortly from being reworked in Richmond. They will continue to try to switch things out and get them all overhauled. The committee plans to talk with Mike York sometime in the future regarding what needs to be done at the substation as far as any kind of major redesign.

Finance Committee

Mayor Dean reported on the health insurance which we presently have with Blue Cross of Virginia through The Local Choice Health Benefits Program. Our present rates will increase 8.6% on July 1, 1993. The town has been approached by another agent, Marty Dean, to give us a quote on our health insurance.

Councilman Snow reported that on the proposal from the John Alden Company, which Mr. Dean represents, the rates would be lower and the life time benefits would double. This policy would also include $10,000. life insurance. Most of the other benefits are comparable to Blue Cross with the exception of the deductable which is $200. on Blue Cross and would be $250. on John Alden. Councilman Snow recommended the town pursue this to find out if we would qualify for acceptance with all employee preexisting conditions.

Councilman Whitfield felt the town needs to make it clear to other agencies who might be interested in the town's health insurance that Mr. Dean approached the town to give a quote, we did not approach him.

Personnel Committee

Councilwoman Fuller reported that the Personnel Committee has met several times in the last month. They have not advertised the meetings as they have been working on personnel evaluations so they can make recommendations about adjustments to the budget for salary increases, etc. The Department Heads evaluated their employees and the Personnel Committee served as the reviewers. These have all been completed. The Personnel Committee completed the evaluations of the three Department Heads and council will serve as the reviewers.

Personnel Committee cont.

Councilwoman Fuller stated she will recommend that council go into Executive Session at the end of the regularly scheduled council meeting so council can review the evaluations of the Department Heads.

Public Health, Ordinances and Recreation Committee

Councilman Whitfield stated he has nothing to report at this time but will have some reports under other sections of the agenda.

Public Safety Committee

Chief Pence complimented Mr. Monger's crew on the great job they did on the snow removal. He reported that Rick Carey and Robert Marshall stayed at the police station all weekend and did an excellent job. He pointed out that the streets in Elkton were some of the most passable during the entire storm.

Streets and Sidewalks Committee

Councilman Printz reported that on the 11th of March he met with Mr. Monger and Councilwoman Fuller. They reviewed some of the different projects. They discussed the first phase of the drainage on Jackson Avenue and Rockingham Street which is in progress and the second phase which will alleviate more of the drainage problems on Spotswood Avenue. This will take the piping up about halfway to the Tannery Apartments and bring it down to attach to the current system which they put in at Jackson Avenue. There is a long term plan which could go all the way up to the Tannery Apartments if the second phase doesn't work. They also discussed the drainage and sidewalk problem in front of Vernon Shifflett's property. This will be set as a high priority after the completion of the present drainage system.

The last item concerned a request from a gentlemen to obtain a blue print of the walking track in the park. Councilman Printz has asked Mr. Monger to take care of this request.

Water and Sewer Committee

Councilman Bennett reported that he has received a call regarding the summer sewer rate.

Councilman F. A. Bennett moved, seconded by Councilman W. E. Printz to give special sewer rates to the residents of the Town of Elkton for the months of May, June, July and August for 1993 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, 1993. The vote was recorded as follows:

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

Public Health, Ordinances and Recreation Committee

Councilman Whitfield reported that it is the consensus of the Public Health, Ordinances and Recreation Committee to adopt a standard form letter which could be utilized for each ordinance violation, as opposed to having the Chief or Superintendent write an individual letter. In the very near future each council member will receive a draft copy in their mailbox of this proposed form letter for critiquing and suggestions. Council members were asked to critique these very quickly and returned them to Councilman Whitfield in his mail box.

UNFINISHED BUSINESS

Councilman Whitfield reported that at the last council meeting it was suggested that the town obtain additional bids from Elkton area stonemasons to complete the fireplace at the picnic shelter in Stonewall Memorial Park. Immediately after that meeting he contacted Larry Davis and Allen Beasley, both of Elkton and Mike Lang, formally of Elkton, now a resident of Keezletown, and asked them each to submit a bid. To this date they have not received bids from these gentlemen. Mr. Whitfield has given the Monger family a synopsis of their progress thus far. If the town has no objections, the shelter will formally be christened "The Monger Pavilion" and a sign is currently being designed which will be installed upon completion.

Councilman T. R. Whitfield III moved, seconded by Councilwoman M. B. Fuller to approve on Second Reading the allocation of $2,500.00 to complete the Monger Pavilion in Stonewall Memorial Park. The vote was recorded as follows:

Bennett	-	yea	Printz	-	yea
Davis	-	yea	Snow	-	yea
Fuller	-	yea	Whitfield	-	yea

Councilman T. R. Whitfield III moved, seconded by Councilman R. L. Snow to approve on Second Reading an appropriation of $1,500.00 for a fence to be constructed at Stonewall Riverside Park. The vote was recorded as follows:

Bennett	-	yea	Printz	-	yea
Davis	-	yea	Snow	-	yea
Fuller	-	yea	Whitfield	-	yea

Councilwoman Fuller questioned what the status is on a list of the board and commission members. Councilwoman Fuller was informed that the list has not been completed.

Mayor Dean reported on the status of Mr. Davenport's synopsis of his meeting with the Board of Zoning Appeals. Copies will be provided to each council member when completed.

NEW BUSINESS

Councilman Whitfield reported that the Planning Commission met on Monday, February 22 with Central Shenandoah Valley Planning District Executive Director Bill Strider. They discussed completion of a draft comprehensive land-use plan which Mr. Strider said was approximately two-thirds complete. Councilman Whitfield asked Mr. Strider for an accounting of the $8,000.00 Elkton has invested thus far for statistical groundwork the commission has done on the plan and how much it will cost to complete the plan. Depending on the number of copies of the finished plan the town wants, the cost will probably be under $3,000.00. On behalf of the Council, Mr. Whitfield asked Mr. Strider to provide each of the council members and each member of the Planning Commission documentation of what the commission has compiled thus far, but have not received anything yet. Councilman Whitfield stated he will make this request again to Mr. Strider. Completion date is projected for December, 1993 but he is optimistic that it will be sooner than that.

The next meeting of the Planning Commission is scheduled for Monday, March 22nd. Mr. Strider suggested that the town initiate some informal discussions with Rockingham County officials regarding annexation. They discussed briefly how the Dillion Rule may impact Elkton and future annexation. Councilman Whitfield stated he thinks it would be very beneficial for the town to have the Attorney General's ruling regarding how much control the town has within the two mile periphery of our corporate limits. He believes Mr. Davenport is in the process of obtaining this for the town.

Councilman Whitfield stated that Elkton's inclusion in the Virginia Main Street Program offers many resources, including suggestions for

NEW BUSINESS cont.

architectural facade improvements provided by Frazier and Associates of Staunton, Virginia. Bill and Kathy Frazier have prepared approximately 12 facade renovation prospectus for business and home owners in the downtown project area. Councilman Whitfield said he believes the Town Hall would benefit from suggestions provided by the Fraziers, which would include a detailed drawing of the front of the building with suggestions on possible improvements that could be made. This service is offered free of charge and there is no obligation to implement the suggestions given. Some members of council suggested have them do a drawing of both sides of the building.

Councilman Whitfield suggested that the Town of Elkton formally ask Elkton Downtown Revitalization Corporation Project Manager Debi Driver to set up an appointment with Frazier and Associates to evaluate the facade of Town Hall and offer suggestions for improvement. There were no objections from council to this suggestion. Councilman Whitfield stated he would be happy to serve as the liaison if one is needed.

Councilman Whitfield stated that he feels it is important to encourage and motivate youth to achieve excellence whenever possible. Spotswood High School's Boy's Varsity Basketball Team will be one of four final teams competing in the State Tournament this Friday afternoon at University Hall in Charlottesville. He believes this type of accomplishment should be recognized and would like to propose that the Elkton Town Council send a congratulatory letter to the team recognizing this accomplishments and wishing them good luck in the tournament. Council was in agreement. Councilman Whitfield said he would be happy to write this letter.

MAYOR'S BUSINESS

Mayor Dean reported that the Harrisonburg/Rockingham Chamber of Commerce will hold their Business After Hours here in Elkton on March 25, 1993 at 5:30 - 7:30 p.m. upstairs at the Loading Dock Building. All council members were invited to attend.

Mayor Dean distributed a copy of an engineering proposal for council members to review. He stated that in late February, Teresa Lynch who works with the Virginia Main Street Program met with Mayor Dean, Gerald Monger and Marsha Fuller. She advised them that if President Clinton's economic package is passed there could be some grant money available for projects like downtown Elkton. Councilman Bennett has been involved with the application for the Newtown Road Project and Gerald Monger with the upper and lower Spotswood Avenue projects. Ms. Lynch's opinion is that Elkton has a real good chance of qualifying through the Community Development Block Grants upon her recommendation to have something done to the main part of town. Councilwoman Fuller has talked with an official in the Virginia Department of Housing and Community Development who is the group that recommends who receives the grants in the State of Virginia. This official indicated that there has been a loosening up of the usual low to moderate income requirement and feels, that on this one time deal, it will not be a qualification. They indicated that if Elkton had the plans and application done and the economic program passes, our chances of receiving a grant would be pretty good. Mayor Dean, Councilwoman Fuller, Gerald Monger and Joe Shifflett met with William Frazier out of Staunton. He gave them a proposal for the plan for the streets. They also called in a group of engineers out of Baltimore who have a large enough firm to perform the necessary engineering services needed in thirty days. The deadline at present to have this work completed is April 15th.

Mayor Dean presented and reviewed the proposal prepared by Whitney, Bailey, Cox & Magnani to prepare schematic drawings for the items of work discussed at the meeting. The question was raised as to whether this engineering cost could be included in the grant and Mayor Dean stated he feels it could be included.

MAYOR'S BUSINESS cont.

There was some discussion as to whether some of the engineering work the town has already completed by Copper & Associates could be used in order to reduce the cost of this study. Mr. Monger stated this engineering firm did not feel they could use our completed plans.

Councilwoman M. B. Fuller moved, seconded by Councilman T. R. Whitfield III to approve the First Reading to engage Whitney, Bailey, Cox & Magnani to perform the schematic work listed in this proposal. The vote was recorded as follows:

Bennett	-	yea	Printz	-	yea
Davis	-	yea	Snow	-	yea
Fuller	-	yea	Whitfield	-	yea

Mr. Monger was asked to check again with Whitney, Bailey, Cox & Magnani to see if they could reconsider using some of the engineering work done by Copper & Associates.

Councilman R. L. Snow moved, seconded by Councilman W. E. Printz to approve on Second Reading the additional appropriation of $8,000.00 to complete the Fire Hall repairs. The vote was recorded as follows:

Bennett	-	yea	Printz	-	yea
Davis	-	yea	Snow	-	yea
Fuller	-	yea	Whitfield	-	yea

The date for a Public Hearing on a Town Manager was changed from March 30, 1993 to April 13, 1993 at 7:30 p.m. This will probably be at the Fire Company's Activities Building if there is no charge to the town to use the building.

Councilman T. R. Whitfield III moved, seconded by Councilman R. L. Snow and carried to set the next regular council meeting in April for 7:30 p.m.

Councilwoman M. B. Fuller moved, seconded by Councilman R. L. Snow to go into Executive Session for the purpose of reviewing the evaluations of the Department Heads. The vote was recorded as follows:

Bennett	-	yea	Printz	-	yea
Davis	-	yea	Snow	-	yea
Fuller	-	yea	Whitfield	-	yea

Councilwoman M. B. Fuller moved, seconded by Councilman W. E. Printz and carried to go from Executive Session back into Regular Session.

The following members certified that nothing was discussed in Executive Session except what was stated in the motion:

Bennett	-	yea	Printz	-	yea
Davis	-	yea	Snow	-	yea
Fuller	-	yea	Whitfield	-	yea

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