# REGULAR
# COUNCIL MEETING
# November 18, 1996

The regular meeting of the Elkton Town Council was held November 18, 1996 at 7:30 p.m. in the council chambers with the Mayor Charles E. Dean presiding. The roll call was as follows:

PRESENT

D. H. Dail
M. L. Dearing
A. D. Dixon
R. L. Snow

ABSENT

F. A. Bennett
W. E. Printz

Gerald Monger, Superintendent, Dale Davenport, Attorney, Warren Pence, Chief of Police, Norma Leap, Treasurer/Clerk, Theodore Pence, Director of Parks and Recreation and Nancy Sours were also present.

## CITIZEN COMMENTS

Ken Dubel of 215 Jackson Avenue, spoke on water backing up in his yard as well as his neighbor's yard due to a covert collapsing and then being repaved. He asked when the repairs could be made. Mr. Monger stated that project was on the list and hopefully would be completed by the first of the year.

## MINUTES

**Councilman R. L. Snow moved, seconded by Councilman M. L. Dearing and carried to approve the minutes of the Regular Council Meeting October 14, 1996 as presented.**

## DEPARTMENT HEADS REPORTS

### Chief of Police

Chief Pence stated he had nothing other than his written report. Councilman Dearing asked for an update on the Neighborhood Watch Program. Chief Pence stated another public meeting is being planned due to a small turnout at the last meeting.

### Parks & Recreation

Mr. Pence noted the correction of $745.00 to last month's report.

### Treasurer

Mrs. Leap presented the finance reports for September and October. She stated the audit reports are completed and auditors met with the finance committee on Wednesday, November 13.

Mrs. Leap introduced Ms. Dorenda Flick as the new junior clerk. She also stated real estate and personal property taxes were mailed last week and are due December 5, 1996. The investment information requested were included in the council packets.

Mrs. Leap reported the town Christmas Party is scheduled for December 17, 1996 at 6:30 p.m. at Pano's.

**Councilman R. L. Snow moved, seconded by Councilman D. H. Dail and carried to approve the September and October finance reports as presented.**

Superintendent

Mr. Monger introduced Mr. Avery Whitfield and Mr. Claude Dean as the new members of the electrical department.

Mr. Monger reported he received a request to close Rockingham Street on December 6, 1996 for the Christmas Tree Lighting.

## COMMITTEE REPORTS

Electric

Councilman Dail welcomed Mr. Whitfield and Mr. Dean to the electric department. He stated they are waiting for an update from Mike York on the electric generation project. The implementation date for that project appears to be January. Councilman Dail stated any updates would be brought to council's attention immediately.

Personnel

Councilman Dearing stated the Director of Public Works position has not been filled. He stated the job description has been revised and re-advertised with a closing date of December 6, 1996.

Street and Sidewalks

Mr. Monger reported on the water drainage situation on Washington Avenue. He checking on the possibilities of a larger pipe being placed in the alley between Washington and Spring. He stated that pipe would go across 7th Street to the Catholic Church property. He also noted the study indicates a pipe is was not open at one end on a portion of 7th Street. He recommended installing paving and curb on Washington Avenue. He stated more engineering must be done in order to complete this project.

Mr. Monger reported a drainage problem on Lee Avenue and install arrow signs at the intersection of Spotswood and Stuart Avenue.

Mr. Monger reported VDOT held a scoping meeting to be done on Rockingham Street. This project does not allow any parking on the street. This project has a design for street lighting. The estimated cost is $370,000.00 for the design and $735,000.00 for the construction. Mr. Monger stated this project may require a right-away from the residents. VDOT would like council's response on this project and would require a public hearing.

## NEW BUSINESS

**Employee Uniforms**

Councilman Dearing reported town employees need uniforms for the maintenance and electrical department. The total cost for eight maintenance and two electrical uniforms would be $3,380.00 annually. He stated each employee receiving uniforms must sign an agreement form stating they will wear the uniform and return them upon their termination.

**Councilman M. L. Dearing moved, seconded by Councilman A. D. Dixon and carried to provide the maintenance and electrical department employees with uniforms.**

**YEAS: D. H. Dail, A. D. Dixon, M. L. Dearing, R. L. Snow**

**Appointment of Town Manager/ Superintendent**

**Councilman M. L. Dearing moved, seconded by Councilman D. H. Dail to appoint Mr. Gerald Monger to position of Town Manager/Superintendent.**

**YEAS: D. H. Dail, A. D. Dixon, M. L. Dearing, R. L. Snow**

**McDaniel Water/Sewer Hookup**

**Councilman R. L. Snow moved, seconded by Councilman M. L. Dearing to approve an out of town water/sewer hookup for Mr. Clyde McDaniel located on F Street.**

**YEAS: D. H. Dail, A. D. Dixon, M. L. Dearing, R. L. Snow**

**Billing Electric and Water Losses**

Councilman Dixon expressed concern on the current code pertaining to collecting lost revenue. Councilman Dearing stated hopefully this situation will not occur again and rewriting the code book would require a great deal of work.

**Letter from Senator Emmett Hanger**

Councilman Snow asked if there was any interest in changing the town election to be held in November.

Mayor Dean stated that would require a change in the town charter.

**Mike York's Letter**

Mr. Monger read a letter of appreciation to Mike York of Harrisonburg Electric Commission for their help on the Cline Energy and Rockingham Heritage Bank projects.

**Rockingham Street Closing - Christmas Tree Lighting**

**Councilman R. L. Snow moved, seconded by Councilman A. D. Dixon and carried to close a portion of Rockingham Street on December 5 for the Christmas Tree Lighting ceremony.**

**Cemetery Funds - Investment**

**Councilman R. L. Snow moved, seconded by Councilman M. L. Dearing to invest $200,000.00 of the cemetery funds in a 2 year certificate of deposit at Rockingham Heritage Bank.**

**YEAS: D. H. Dail, A. D. Dixon, M. L. Dearing, R. L. Snow**

**Audit Reports**

**Councilman R. L. Snow moved, seconded by Councilman A. D. Dixon and carried to accept the annual audit report as presented.**

Councilman Dearing asked Mr. Davenport to review the conflict of interest form related to any employee with purchasing authority.

Councilman Dail asked the status of boundary adjustment at Taco Bell location. Mr. Davenport responded they are waiting for a response from Mr. Bill O'Brien of Rockingham County. Mr. Davenport reported the process would require a public hearing, it must then go before a circuit court judge.

**ADJOURN**

As there was no further business, the meeting adjourned

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

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