Regular Council Meeting
December 15, 1997
7:30 p.m.

The regular meeting of the Elkton Town Council was held on December 15, 1997 at 7:30 p.m. in the council chambers with Mayor Charles E. Dean presiding. The roll call was as follows:

PRESENT

F. A. Bennett
R. C. Davis
M. L. Dearing
W. E. Printz
R. L. Snow

ABSENT

A. D. Dixon

Gerald Monger, Town Manager, Dale Davenport, Attorney, Warren Pence, Chief of Police, Kenny Flick, Director of Public Works, Theodore Pence, Director of Parks and Recreation, Denise Jenkins, Cemetery Director and Nancy Sours, Treasurer/Clerk were also present.

Councilman Bennett offered the invocation.

Councilman Dearing led the Pledge of Allegiance.

CITIZENS COMMENTS

Ginger Moored

Ms. Ginger Moored spoke on behalf of Spotswood High School Youth in Government Club. Ms. Moored asked for a donation so that students could attend the Mock General Assembly in Richmond. She stated that the delegates would propose four bills to the General Assembly for consideration.

Lucky Sigafoose

Mr. Sigafoose of Rockingham Street stated that the Neighborhood Watch Program is offering rides to anyone in need over the holidays. He stated that the telephone number for this service is 298-1363

MINUTES

Councilman R. L. Snow moved, seconded by Councilman W. E. Printz and carried to approve the minutes of the Regular Council Meeting, November 17, 1997, with the following additional to page 7, last paragraph, "payment will be made in the next fiscal year for paving the road to the reservoir."

YEAS: F. A. Bennett, R. C. Davis, M. L. Dearing, W. E. Printz, R. L. Snow

DEPARTMENT HEAD REPORTS

Chief of Police

Chief Pence submitted his written report and offered to answer questions. Councilman Snow asked if any of the parking tickets issued were repeat offenders. Chief Pence responded that numerous parking tickets were issued to the same person.

Parks & Recreation

Mr. Pence submitted a revised report and offered to answer questions. Mr. Pence stated that boys' basketball was in progress at this time.

Councilman Dearing asked Mr. Pence what expenses were included in the line item special events. Mr. Pence responded that included expenditures incurred due to the wrestling program recently held. Mr. Pence stated that several complaints were made and the school board asked that wrestling events not be held on school property. He stated that the wrestling event only profited $100.00.

Public Works

Mr. Flick pointed out that his report included recommendations made by the Citizens Advisory Committee. Mayor Dean asked that the appropriate committee address these concerns.

Cemetery

Ms. Jenkins offered to answer questions on her report. Councilman Printz extended appreciation for Ms. Jenkins' work on the Christmas Party.

Treasurer

Councilman R. L. Snow moved, seconded by Councilman F. A. Bennett and carried to approve the November 1997 Finance Report as presented.

YEAS: F. A. Bennett, R. C. Davis, M. L. Dearing, W. E. Printz, R. L. Snow

Councilman Dearing asked why the finance report shows no revenues from the Recreation Department. Ms. Sours responded that the treasurers' office did not receive a deposit from the Recreation Director. Mr. Pence stated that it was due to the holidays at the end of month and November's deposit was submitted in December.

Councilman Snow asked why the difference in expenses for the electric department. Ms. Sours stated that the electric bill to the VMEA#1 due date varies. She said that it occasionally skipped a month, therefore creating two payments the following month.

TOWN MANAGER

Mr. Monger read a letter from Rockingham County inviting town officials to attend a meeting honoring local town governments. He stated that this meeting was scheduled for Wednesday, December 17, 1997 at 1:00 p.m.

Mayor Dean asked if Mr. Monger has received any additional bids for the ISTEA Grant. Mr. Monger stated that he contacted six different companies, but only received one response. He stated that Mr. Campbell of VDOT informed him to document all the companies contacted. Councilman Printz asked that the facilitator of the ISTEA Grant come speak to the council, to expedite this

project. Mr. Monger stated that the delay of the project is due to the receiving of bids from contractors.

Councilman Davis asked if there would be any advantage to having a specialist from the ISTEA Grant explain details to the council or a committee. Mr. Monger stated that he feels it would not be beneficial.

Councilman Printz asked if there were any solutions to correcting the water pressure problem in Elkwood. Mr. Monger stated that Copper & Associates recommended placing a pump at the individual residences experiencing low water pressure.

Councilman Dearing mentioned that the dump site appears to be improving. Mayor Dean stated that Rockingham County Board of Supervisor member, Joe Correa asked that the Town of Elkton share the cost of paving the dump site.

COMMITTEE REPORTS

Streets and Sidewalks

Councilman Printz stated that the committee met and he needs to consult with Chief Pence about placing stop signs on Terrace Avenue.

Councilman Printz stated that the committee recommended spending approximately $6,250 to repair damaged sidewalks. Mr. Flick responded that the sidewalks on sections of Spotswood Avenue, Rockingham Street and West Rockingham Street are the problem areas and should be first priority.

Councilman W. E. Printz moved, seconded by Councilman R. L. Snow and carried to repair the damaged sidewalks on the sections of Spotswood Avenue, Rockingham Street and West Rockingham Street at an approximate cost of $6,250.00

YEAS: R. C. Davis, M. L. Dearing, W. E. Printz, R. L. Snow

NAYS: F. A. Bennett

Councilman Dearing recommended in the future to plan the repair of the sidewalks after the winter months.

Councilman Snow asked if repairing the sidewalks would be allowable within the Street Maintenance budget. Mr. Monger stated that Street Maintenance funds may be used to repair existing sidewalks.

Councilman Bennett suggested that this project should be postponed until spring, not knowing what the winter months hold.

Councilman Davis stated that this project of repairing the sidewalks is overdue and should be completed weather permitting.

Cemetery - Bylaws

Councilman Dearing stated that the Cemetery Commission approved the cemetery bylaws at a meeting held on June 10, 1997. He said that council needs to review and approve these bylaws.

Councilman M. L. Dearing moved, seconded by Councilman F. A. Bennett and carried to approve the Cemetery Bylaws as presented and Delegation of Authority to the Town

Manager.

YEAS: **R. C. Davis, M. L. Dearing, W. E. Printz**

NAYS: **F. A. Bennett, R. L. Snow**

Councilman Snow stated that any committee should meet every month or quarter.

Councilman Bennett pointed out that if no business comes before the commission, it does not need to meet.

Councilman Dearing stated that the cemetery deed states that the Cemetery Commission must meet annually.

Mr. Davenport stated that an annual meeting allows an opportunity for the commission to oversee cemetery operations. He stated that the Cemetery Commission delegated operational functions to the town but retains policy making decisions.

Councilman Davis pointed out that while serving on the Cemetery Commission, they met quite often or when needed.

UNFINISHED BUSINESS

Ordinance 2-3-6 Return Check Fee $20.00 - Second Reading

Councilman R. L. Snow moved, seconded by Councilman M. L. Dearing and carried to approve Ordinance 2-3-6, Returned Check Fee of $20.00.

YEAS: **F. A. Bennett, R. C. Davis, M. L. Dearing, W. E. Printz, R. L. Snow**

AN ORDINANCE ADDING NEW SECTION 2-3-6 OF THE CODE OF ORDINANCES OF THE TOWN OF ELKTON, VIRGINIA

BE IT ORDAINED, that the Code of Ordinances of the Town of Elkton, Virginia is amended to add a new section 2-3-6, to read as follows:

Sec. 2-3-6 Returned Check Charge

In the event a check or draft for payment of taxes or other sums due to the town which is uttered, published or passed to the town or any of its departments or commissions, is returned by the payor's bank for insufficient funds or because there is no account or the account has been closed, then the payor shall be liable to the town for a fee of twenty dollars ($20.00) for each such check or draft.

NEW BUSINESS

Spotswood High School Youth in Government - Mock General Assembly

Councilman R. L. Snow moved, seconded by Councilman W. E. Printz and carried to donate $400.00 to Spotswood High School Youth in Government Club for delegates to attend the General Assembly in Richmond.

YEAS: **R. C. Davis, W. E. Printz, R. L. Snow**

NAYS: **F. A. Bennett, M. L. Dearing**

Board of Zoning Appeals Appointment - Mr. Dan Goodson

Mr. Davenport explained that a previous motion was passed appointing Mr. Dan Goodson to fill the vacancy of the late Mr. C. Jack Davis. He said that the term expires March 1, 1998. Mr. Davenport stated that in order for Mr. Goodson to continue filling that vacancy, council must pass another motion.

Councilman R. L. Snow moved, seconded by Councilman F. A. Bennett and carried to recommend to the Circuit Court that Mr. Daniel Goodson term on the Board of Zoning Appeals be extended to from March 1998 to March 2003.

YEAS: F. A. Bennett, R. C. Davis, M. L. Dearing, W. E. Printz, R. L. Snow

Councilman A. D. Dixon - Resignation

Mayor Dean read a letter from Councilman Dixon stating that he is resigning from the Elkton Town Council due to a recent move out of the town limits.

Councilman M. L. Dearing moved, seconded by Councilman F. A. Bennett and carried to accept Councilman Andrew Dixon's resignation from the Elkton Town Council.

YEAS: F. A. Bennett, R. C. Davis, M. L. Dearing, W. E. Printz, R. L. Snow

Council Appointment

Councilman M. L. Dearing moved to appoint Mr. Gene Kite to fill the council vacancy created by Councilman Andy Dixon's resignation.

Motion failed, due to lack of a second.

Councilman Printz suggested that any nominations to fill the vacancy be submitted to Mayor Dean. Mayor Dean pointed out that the new appointment would only serve until the May 1998 election.

Councilman Printz asked that the Electric Committee and Water and Sewer Committee meet to discuss the possibility of sending certified disconnection notices to residents.

Councilman Dearing submitted a donation request from the VFW to purchase a van to transport veterans to the hospital.

Dump-Site Paving

Mayor Dean asked if council would like to address the issue of sharing the cost of paving the dump site, as recommended by Board of Supervisors member Joe Correa. Mayor Dean stated that an estimated cost of $12,000 to $13,000 was given to pave the dump site. Mayor Dean asked that Mr. Monger contact Don Krueger with Rockingham County and give a recommendation at the next meeting.

Mr. Monger asked if the Neighborhood Watch Program and the Citizens Advisory Committee are committees appointed by the Town Council. Mayor Dean asked that the Personnel Committee address this question.

Citizens Advisory Committee Recommendations

Mayor Dean stated that the Citizens Advisory Committee made the following recommendations and suggested they be referred to the appropriate committees:

1. Restrict trucks from traveling on Terrace Avenue, **referred to Streets and Sidewalks Committee**
2. Take appropriate actions to remove old trucks and junk on Terrace Avenue in front of the old 7-Up Bottling Company, **referred to Mr. Flick and Mr. Monger**
3. Install a 4-Way Stop intersection at "C" Street and Terrace Avenue, **referred to Streets and Sidewalks Committee**
4. Installation of Police Station signs at Municipal Building, **referred to Councilman Bennett**
5. Completion of renovation to Council Chambers with the addition of a public announcement system, **referred to Councilman Bennett**
6. Purchase Lawn Party Hill and construct a Community Center, **referred to Councilman Snow**
7. Increase police patrols at Elk Run Cemetery and post sign at Cemetery entrances explaining "No Visitation" from dusk to dawn, **referred to Public Safety**
8. Contact VDOT and ask them to consider the installation of turn lanes at the Intersection of 5th Street and Spotswood Trail, **referred to Streets and Sidewalks Committee**

Adjournment

As there was no further business, the meeting adjourned.

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

RECORDER: _____
Nancy A. Sours, Clerk