Emergency Council Meeting
September 19, 2002
6:00 P.M.

The Elkton Town Council met in emergency session on September 19, 2002 at 6:00 P.M., in Council Chambers located at 173 West Spotswood Avenue. The agenda included contract issues, security, and personnel issues. Mayor Wayne E. Printz presided.

PRESENT
J. T. Dean
C. H. Murphy
T. Pence
L. Sigafoose
R. Snow
P. Workman

Faye Vickers, Treasurer, was also present and recorded the meeting.

Odell's Grocery

Drainage at Odell's Grocery was again discussed. Mayor Printz stated his position that the paving project created a water run-off problem that did not exist before. Council concurred to wait for a rain storm to determine if water would pool on Mr. Crawford's lot. If so, corrective action would follow.

Rockingham Street

Mr. McCoy has a $13,000.00 estimate from B & S Contracting, Inc., of Staunton for sidewalk repairs on Rockingham Street. The estimate includes 266 sy of concrete with a project area from the Huffman residence to the Miller-Kite House.

Council member Workman questioned why Council micro-managed the Director of Public Works regarding sidewalk repairs. It was explained that Council approves all appropriated funding of sidewalk repairs, excluding VDOT allotments which can be prioritized by the Director of Public Works with Council approval. After a vote by Council, Council is then removed from the process and it becomes the responsibility of the Director of Public Works to proceed.

Council member Snow was adamant about having a plan for Rockingham Street before he would support any work of any type. Mayor Printz argued that a plan is good, as long as a project is not planned out of existence or is allowed to linger so long that work is never started.

Council member Murphy reminded Council that there is a $20,000.00 line item for capital projects, Sidewalks, in the budget. Council has not yet named the projects to be paid from this line item.

Replacement of damaged sections of Rockingham Street was discussed. As Council member Murphy pointed out, there were sidewalks in Town in worse shape than Rockingham Street. For example, Lee Avenue to the church on East Spotswood Avenue.

Land Acquisition

During Mr. Clary's tenure, contact was made with Joseph Hiram Kite, Jr., who, under certain conditions, would entertain selling his property which adjoins Mary E. Kite's. Council will discuss this in closed session.

Organization

Council member Snow introduced the following:

TOWN OF ELKTON
COUNCIL S.O.P.

AND
GENERAL AGREEMENTS
SEPTEMBER 19, 2002

1. We will not always agree on everything all of the time;
2. We need to be acting for the Town's best interest, not our own, some other group, or individual;
3. Our decisions must be based upon factual information, not hearsay;
4. It is the Council's role to set policy and develop guidelines. It is not the Council's role to supervise employees or micro-manage their departments;
5. Council policy decisions or requests for information will be given to the Department Heads by the Mayor as they are approved by Council or requested through committees. Individual Council people will not request information on their own;
6. The Council will appoint an official spokesperson to address the press on public information items. This does not prevent an individual council member from giving an opinion when asked by the press;
7. It is the Council Chair's responsibility to monitor his/her Committee's department without interfering, to assure Council guidelines and policies are being followed. All concerns should be brought up at Committee meetings and not directly with the Department Head. Matters of Public Safety or of an emergency nature may be an exception;
8. This Council agrees to work issues through the Committee system as much as possible;
9. Anything discussed in closed session shall remain privileged, unless the majority of Council agrees to release the information.

DEPARTMENTAL S.O.P.

1. Department Heads need to keep the Council Committee Chair abreast of current proceedings;
2. Department Heads need to make requests from Council through the Committee Chair.

Council member Snow then suggested that each Committee list its priorities on a Committee Priorities sheet.

Council named Mayor Printz as spokesperson for Council.

Kite House

1. Add to police patrol;
2. How often is the house checked for water damage, vandalism, etc.? Council specified the police department should check the house once per shift;
3. Is there a need for a security camera at the Kite property? "Yes," was the consensus.
4. House is hot water heated. Should the pipes be drained for the winter months? Council believed for operational purposes, general maintenance and winter heating would be appropriate. Perhaps the thermostats in any unused portion of the house could be turned back.

A phone will be activated at the house.

Mayor Printz asked Council member Murphy to assist with the library issue.

Council member Murphy announced that Rick Carey, Clerk of Council, was awarded a $450.00 scholarship to attend the Clerks Institute in Virginia Beach.

Council member Dean and Mrs. Vickers will work together on the high user water/sewer rate increase.

Council member Murphy moved, second by Council member Pence, and carried to go into closed session under Virginia Code 2.1-344 to discuss personnel issues and/or land

acquisition.

YEAS: T. Dean, C. Murphy, T. Pence, L. Sigafoose, R. Snow, and P. Workman

Motion carried (6-0)

Council member Murphy moved to go from closed session back into regular session and that each member, to the best of his or her knowledge, certifies that only public business matters lawfully exempted from an open meeting requirement under Chapter 21 of Title 2.1 of the Code of Virginia were heard, discussed, or considered. Council member Pence duly seconded the motion.

YEAS: T. Dean, C. Murphy, T. Pence, L. Sigafoose, R. Snow, and P. Workman

Motion carried (6-0)

Mayor Printz asked for a straw vote regarding the sidewalk repairs on Rockingham Street. The vote was as follows:

L. Sigafoose - No
R. Snow - No
J. Dean - No
P. Workman - Yes
C. Murphy - No
T. Pence - No

As there was no further business, the meeting adjourned.

MAYOR: _____
Wayne E. Printz, Mayor

RECORDER: _____
Richard D. Carey, Clerk