

## DAYTON TOWN COUNCIL MINUTES

August 3, 2009

**COUNCIL MEMBERS PRESENT:** Mayor L.J. Purcell, Donna H. McCormick, Donna W. Bodkin, Steven J. Dean, Lisa R. Halterman, Charles T. Long, Gregory L. Trissel and Carolyn H. Ware.

**COUNCIL MEMBERS ABSENT:** None.

**ALSO PRESENT:** Rick Chandler, Town Superintendent; Chief Donald Conley; Daily News-Record reporter; and many local citizens.

**CALL TO ORDER:** Mayor Purcell called the meeting to order at 7:00 p.m. and welcomed the guests. The Pledge of Allegiance was led by Mayor Purcell and the invocation was led by Councilperson Trissel.

**MINUTES:** Councilperson Trissel moved to approve the minutes of July 13, 2009 with one correction noted by Councilperson Bodkin regarding the spelling of Lenhart Obenshain, PC. Motion was seconded by Councilperson Long, and passed unanimously by Council. Those in favor: Purcell, McCormick, Bodkin, Dean, Halterman, Long, Trissel and Ware. Those opposed: none. Abstentions: none.

**MOVED, TO APPROVE THE MINUTES OF THE JULY 13, 2009 COUNCIL MEETING WITH ONE CORRECTION.**

**PLANNING COMMISSION:** Charles Long, Council representative  
The PC met and discussed pre-annexation agreement and details pertaining to boundary line adjustment.

**POLICE REPORT:** Chief Conley  
Chief Conley read the police report. Chief Conley noted the active shooter training was held with no injuries.

**STAFF REPORT:** Rick Chandler  
Mr. Chandler reviewed the Staff Report (report attached).

### **COMMITTEE REPORTS:**

**Sewer Authority:** Rick Chandler  
The plant is operating well, and all permits were met during the month of July. The average flow for July was 10.9 MGD, and the year-to-date average flow is 9.89 MGD.

**Finance:** Donna McCormick

- No report

**Community Development:** Charles Long

- Announced that the Dayton Fun Day will be held on Saturday, September 12<sup>th</sup>, 4:00 p.m. – 8:00 p.m. Also, there will be committee meetings to plan for the Christmas Parade, which is scheduled for Saturday, December 5<sup>th</sup>.

**Personnel:** Carolyn Ware

- Committee plans to meet on August 6<sup>th</sup> at 6:00 P.M.

**Facilities:** Steve Dean

- No report.

**UNFINISHED BUSINESS:**

1. Meeting policies and procedures - Mr. Chandler read the proposed policies and procedures for public forum meetings. A motion by Councilperson Long was seconded by Councilperson Dean to adopt new policies and procedures. Those in favor by a show of hands: Purcell, McCormick, Bodkin, Dean, Halterman, Long, Trissel and Ware. Those opposed: none. Abstentions: none.

**MOVED, TO ADOPT NEW POLICIES AND PROCEDURES FOR OPEN FORUM.**

2. Check and bill signing policy – After much discussion, a motion by Councilperson Ware and seconded by Councilperson Trissel to table this item of business and discuss in workshop session. Those in favor: Ware, Trissel, Long, Dean. Those opposed: McCormick, Halterman, Bodkin. Abstentions: Purcell.

**MOVED, TO TABLE POLICY AND DISCUSS AT THE NEXT WORKSHOP.**

3. Annexation – A motion by Councilperson Long was seconded by Councilperson Ware to task staff, legal counsel, and the Planning Commission to negotiate a pre annexation agreement with the developer for the Lineweaver property. Those in favor by a show of hands: Purcell, McCormick, Bodkin, Dean, Halterman, Long, Trissel and Ware. Those opposed: none. Abstentions: none.

**MOVED, TO TASK STAFF, LEGAL COUNSEL, AND THE PLANNING COMMISSION TO NEGOTIATE A PRE-ANNEXATION AGREEMENT WITH THE DEVELOPER FOR THE LINEWEAVER PROPERTY.**

**NEW BUSINESS:**

A motion by Councilperson Ware was seconded by Councilperson Bodkin to hire a recorder to keep minutes for all meetings and workshops as needed with the fee schedule as follows: Council and Planning Commission meetings \$60.00 per meeting, workshops at \$50.00 per occurrence and committee meetings at \$35.00 per meeting. Those in favor by a show of hands: Purcell, McCormick, Bodkin, Dean, Halterman, Long, Trissel and Ware. Those opposed: none. Abstentions: none.

**MOVED, TO HIRE RECORDER TO KEEP MINUTES FOR ALL MEETINGS AND WORKSHOPS AS NEEDED WITH THE FEE SCHEDULE AS FOLLOWS: COUNCIL AND PLANNING COMMISSION MEETINGS AT \$60.00 PER MEETING, WORKSHOPS AT \$50.00 PER OCCURRENCE AND COMMITTEE MEETINGS AT \$35.00 PER MEETING.**

**OPEN FORUM:**

Several citizens commented on the following issues:

- Meeting policies and procedures and the re-instating of such policies and procedures
- Police Department congratulations and compliments
- Feasibility study status and clarification of partial closed session.

**MAYOR & COUNCIL COMMENTS:**

Councilperson Long advised that citizens would have input regarding town business during appropriate public forums. McCormick indicated the feasibility study is still on the table and would be discussed in the near future. Mayor Purcell addressed the “partial closed session” with clarity that a portion of the particular meeting dealt with personnel issues.

**APPROVAL OF BILLS:**

A motion by Councilperson McCormick to approve the bills was seconded by Councilperson Long and passed unanimously by Council. Those in favor: Purcell, McCormick, Bodkin, Dean, Halterman, Long, Trissel and Ware. Those opposed: none. Abstentions: none.

**MOVED, THAT THE BILLS TOTALING \$168,685.09  
BE APPROVED.**

There being no further business to come before the Council, a motion to adjourn by Councilperson Dean was seconded by Councilperson McCormick and passed by Council. Those in favor: Purcell, McCormick, Bodkin, Dean, Halterman, Long, Trissel and Ware. Those opposed: none. Abstentions: none.

The meeting adjourned at 8:02 p.m.

Respectfully Submitted,

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L.J. Purcell, Mayor

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Susan Smith, Interim Recorder

# **STAFF REPORT**

August 3, 2009

## **PROJECTS/INFRASTRUCTURE:**

- 1) **Rt. 257/Sewer project** – The road restoration has now been completed by Stillwater Construction and inspected by VDOT for their approval. Several more customers will be hooking up over the next several months. The system seems to be working beautifully.
  
- 2) **HRRSA Project** – The contractor presented an updated schedule indicating that they were approximately forty days behind schedule, but indicated he felt that time could be made up by next winter. Work is now being concentrated on equipment installation throughout the plant. There is a concentrated effort on the lab/administrative building including wiring and floor installation inside, and stone-base and curb/guttering on the exterior. Sixteen months remain on the original schedule. Mr. Poe has filed for a one year extension on the deadline, per new legislation that passed, allowing a petition to SWCB for time extension. Even though Mr. Poe believes we can meet the original date of December 2010, the application seemed reasonable to apply for. The Board concurred.
  
- 3) **Ashby Street Water-Phase III** – We have received the materials for the third phase of the Ashby Street waterline which will intersect with the Mason Street waterline when complete. We are currently soliciting bids from prospective contractors, with an anticipated date to start of mid/late September.

## **PLANNING/OTHER:**

- 1) **HRRSA Report** – Monthly average flow 10.9 MGD and the year to date is 9.89 MGD. All permit requirements were met. Even with the construction going on, the plant is running smoothly.

Per the Council's direction, I have selected Mr. Brad Chewning, former director of DEQ, Harrisonburg residency, as our choice to serve on the Selection Committee for replacing Director Poe at the Authority. Besides his expertise in environmental and engineering issues, Mr. Chewning has experience in human resource management.

- 2) **Reminder:** Per Mayor Purcell, next workshop would be, Tuesday, September 8<sup>th</sup> at 6:30 p.m. because Monday before is Labor Day.