

**DAYTON TOWN COUNCIL MINUTES  
DECEMBER 14, 2015**

**COUNCIL MEMBERS PRESENT:** Mayor Charles Long, Shelley Newman, Laura Daily, Steven Dean, Kehris Snead & Josh Lyons.

**COUNCIL MEMBERS ABSENT:** Jeff Daly

**ALSO PRESENT:** Jason Ham, Attorney; D. Hanlon, Chief; Justin Moyers, Treasurer; Lorie Curry, Recorder & local citizens.

**CALL TO ORDER:** Mayor Long called the meeting to order at 7:03 PM and welcomed everyone. The Pledge of Allegiance and Invocation were led by Mayor Long.

**MINUTES:** Mayor Long asked for comments or corrections pertaining to the public hearing on Nov. 9, Special Meeting on Nov. 17 and Council meeting minutes on Nov. 9, hearing none, a motion by Councilperson K. Snead was seconded by S. Newman and passed by council. (Those in favor; C. Long, S. Newman, L. Daily & K. Snead) (Lyons and Dean abstained from the Nov. 17 meeting).

**MOVED, THAT MINUTES OF THE NOVEMBER 9<sup>TH</sup> PUBLIC HEARING, NOVEMBER 17<sup>TH</sup> SPECIAL MEETING & NOVEMBER 9<sup>TH</sup> COUNCIL MEETING MINUTES BE APPROVED AS WRITTEN.**

**TREASURER'S REPORT:** Justin Moyers  
Vehicle license fees have been collected for the year.

**PLANNING COMMISSION REPORT:** Zack Fletchall  
Planning Commission met on Nov. 19<sup>th</sup>. There was no unfinished business or new business to discuss.

**POLICE REPORT:** Chief Hanlon

- Ladies self-defense class was well attended
- No date has been set for the firearms class but we are doing pre-registration
- A snow blower was donated by a local business for our Operation Care Program
- 6<sup>th</sup> graders toured the water plant, it was a big success

**STAFF REPORT:** Bill O'Brien

- A copy is attached to the minutes

**COMMITTEE REPORTS:**

**Sewer Authority** – Bill O'Brien

No Report

**Finance Committee** – Jeff Daly

No Report

**Personnel Committee** – Steve Dean

No Report

**Economic Development Committee** - Shelley Newman

Committee met before Council meeting. They have awarded 4 separate applicants the façade grant money. \$10,000.00 will be dispersed between them.

**Community Relations** – Kehris Snead

- Town Christmas Party was a success
- Christmas Parade turned out nice, will make a few changes for next year and see if we can get participation numbers up.
- Christmas tree lighting at College St. pavilion was a success
- Paint night had 23 participants
- The shop local bags, Town Ornaments & tree tags at are still available

**Parks Committee** – Kehris Snead

There is ongoing discussion about the Green Way project.

**Annexation Committee** – Jeff Daly

No Report

**UNFINISHED BUSINESS** – None

**NEW BUSINESS** –

- Pastor Kenneth Daggett with the Dayton Church of the Brethren spoke about the property located at 214 Main St., the building is set to be demolished in mid-March 2016, after a home inspection brought significant safety concerns. The congregation voted to demolish the building. There was discussion between Council and citizens on possible ways to save the building since it is a historical building. Council extended their help to the Pastor to find ways to save the building.
  
- Variance Request for Wenger Property. A motion by K. Snead was seconded by S. Dean and passed by Council to deny the request for a variance. Passed by roll call vote (Those in favor: Charles Long, Laura Daly, Steve Dean, Josh Lyons, Kehris Snead & Shelley Newman) (Absent: Jeff Daly).

**MOVED, TO DIRECT TOWN STAFF TO DRAFT A LETTER TO ROCKINGHAM BOARD ZONING OF APPEALS, OPPOSING THE VARIANCE REQUEST.**

- Resolution requesting amendment to § 3.5 of the Dayton Town Charter. A motion by K. Snead was seconded by L. Daily and passed by Council to approve the resolution amendment. Passed by roll call vote (Those in favor: C. Long, L. Daily, S. Dean, J. Lyons, K. Snead & S. Newman) (Absent: Jeff Daly)

**MOVED, TO PASS RESOLUTION REQUESTING AMENDMENT TO § 3.5 OF THE DAYTON TOWN CHARTER**

- Appointment of Bill O'Brien to the Sewer Authority as Town representative. A motion by Josh Lyons was seconded by S. Dean and passed by roll call vote (Those in favor; Long, Daily, Newman, Dean, Snead, & Lyons) (Absent; J. Daly)

**MOVED, TO APPOINT BILL O'BRIEN TO SEWER AUTHORITY.**

**OPEN FORUM:**

- There were a few comments concerning the ongoing cleanup efforts of the Mason Street property, owned by Mr. Lehman. Jason Ham; Town Attorney is working with Mr. Lehman's attorney on the matter.
- Relay for Life would like to host a 5K on April 16, 2016 that would start and end at the College St. Pavilion. They would like to have a food vendor with all of the proceeds going to the American Cancer Society. The theme of the event would be Paint Your World Purple, Color me a cure 5K. Council will set a meeting to discuss details of the event.
- Rick Chandler spoke about when the Town purchased property from the Blosser Hatchery and the Dove's that there would be some sort of recognition posted on the respective properties.

**MAYOR AND COUNCIL COMMENTS:**

Shelley Newman reiterated that she would like to see every effort made to save the property at 214 Main St.

**APPROVAL OF BILLS:**

A motion by Councilperson K. Snead to approve bills totaling \$189,606.95 was seconded by Councilperson S. Newman and passed by council by roll call vote: ( Those in favor; Newman, Daily, Dean, Long, Snead & Lyons) (Absent; J. Daly).

**MOVED, THAT BILLS TOTALING \$189,606.95 BE APPROVED.**

There being no further business to come before Council, a motion to adjourn by Councilperson Dean was seconded by Councilperson Newman and passed by Council.

The meeting adjourned at 8:28 PM  
Respectfully Submitted:

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Charles Long, Mayor

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Lorie Curry, Recorder

# MEMORANDUM

To: Mayor and Town Council

From: Interim Town Manager

Subject: Staff Report

Date: December 10, 2015

1. **TEA 21, Dayton Sidewalk Beautification Project, Phase I** – on December 9<sup>th</sup>, we were notified by VDOT that it has received federal authorization to advertise the project. I am in contact with Anderson & Associates to coordinate the advertisement and to set the dates of the pre-bid conference and bid opening. Expect advertisement to appear this month, with bid opening in late January or early February.
2. **Well #4 Development Status** – Subsequent to receipt of approval from the Virginia Department of Health (VDH), this project has been advertised for bid. Pre- bid conference is scheduled for Wednesday, December 16<sup>th</sup>, with bid opening scheduled for Friday, January 29, 2016.
3. **Water Line from Storage Tank to Cargill** – this project is on track. Lelan and I will be meeting with the Cargill folks next Thursday morning to discuss this further. Cargill had previously requested a formal agreement with the Town stipulating that we will assume ownership and maintenance of the line. I have been in correspondence with Randy Batson of Cargill on this, and he has agreed to accept a letter from me confirming this arrangement, which, as you know, we do as a matter of course.
4. **Dayton Personnel** - I have met individually with each employee to include the Chief of Police to hear their interests and concerns. I found this to be very informative and productive.

I have instituted bi-weekly staff meetings to keep the employees in the loop and to hear their work progress and their suggestions.

5. **Planned Demolition of Historic Building** – I spoke this date with Pastor Kenneth Daggett of the Dayton Church of the Brethren. He confirmed that on December 6<sup>th</sup>, the church voted to demolish the two story brick building that they own at the corner of Main and Tunnel Alley.

Pastor Daggett stated that it was basically a financial decision given that the estimated amount of funds required to make the needed repairs and upgrades would not make it a viable rental property going forward.

As far as a timetable is concerned, the tenants will be out by the 1<sup>st</sup> of March, 2016 and

demolition is expected to proceed shortly thereafter.

The other house on the Church property will be updated and will continue as a commercial rental.

6. **Proposed Dayton Greenway Project** – We have received a proposal from Virginia Tech to prepare the Dayton/Silver Lake Greenway Conceptual Master Plan. The total project cost is estimated at \$20,139, with a Department of Forestry grant for \$10,800, leaving a local share of \$8,339.

The proposal has been forwarded to the Park Committee for review and comment.

7. **VDOT** – On December 2<sup>nd</sup>, I met with Don Komara to discuss several issues.
  - a. VDOT will install a flashing yellow turn arrow on the traffic light at Rt 42 and Rt 257 for a left turn within a week or so.
  - b. Don and I discussed the drainage problems within the Town, especially as is impacting Main Street during heavy rain events. Apparently, I'm told, this problem was exacerbated by repaving in the area of Mill & College Streets.  
I had a follow-up conversation with Brunk & Hylton regarding this matter. It is my suggestion that we authorize our engineer (after securing an estimate of study cost) to work with VDOT to bring back a recommendation to fix the problem. Long term, this should evolve into a drainage study of the entire Town.
8. **Harrisonburg Rockingham Regional Sewer Authority** - it is requested that William G. O'Brien be appointed to replace John Crim as the Town's representative to the Authority.
9. **Layman Property** – As of December 10<sup>th</sup>, this property on Mason Street is looking better. Our attorney has been advised that two (2) unlicensed vehicles have been removed and one remaining is in the process of being licensed. Other debris has been removed and it appears that fence screening continues.

Respectfully Submitted,

William G. O'Brien