

**DAYTON TOWN COUNCIL AND PLANNING COMMISSION
JOINT PUBLIC HEARING MINUTES
COUNCIL CHAMBERS DAYTON TOWN HALL
February 13, 2023**

CALL TO ORDER: Mayor Jackson called the Public Hearing to order at 5:30 p.m., welcomed guests and asked Clerk Hall for a roll call for the Town Council and the Planning Commission.

COUNCIL MEMBERS PRESENT: Mayor Cary Jackson, Vice Mayor Bradford Dyjak, Robert Seward, Susan Mathias, Emily Wolz, and Bob Wolz.

COUNCIL MEMBERS ABSENT: Melody Pannell.

PLANNING COMMISSION MEMBERS PRESENT: Chairman Hunter Barnett, Lauren Rawley, and Bradford Dyjak.

PLANNING COMMISSION MEMBERS ABSENT: Colton Shifflett and Aaron Swindle.

ALSO PRESENT: Bob Holton, Interim Town Manager, Christa Hall, Clerk of Council and Community Development Coordinator, and Town Treasurer Susan Smith.

Mayor Jackson stated that this was a public hearing to hear comments regarding the updated 2022 Comprehensive Plan.

Mayor Jackson asked if anyone was signed up to speak. Cheryl Lyon was the only person signed up to speak on the matter. She stated that it was a clear, well-written plan and thanked the Commission for their hard work in creating it. She voiced some concerns with the traffic situation at Cargill and how this would be handled in the future and said that she was thankful to the police department for speed monitoring in the area and asked that more of that be done.

As there were no additional public comments, Mayor Jackson thanked the Planning Commission and Town staff for all the hard work that went into the updating of the Comprehensive Plan.

The Public Hearing was adjourned at 5:35 p.m.

Respectfully Submitted,


Cary Jackson, Mayor


Christa Hall, Clerk

**TOWN OF DAYTON
REGULAR COUNCIL MEETING MINUTES
COUNCIL CHAMBERS, DAYTON TOWN HALL
February 13, 2023**

COUNCIL MEMBERS PRESENT: Mayor Cary Jackson, Vice Mayor Bradford Dyjak, Susan Mathias, Robert Seward, Emily Estes, Melody Pannell, and Bob Wolz.

ALSO PRESENT: Jordan Bowman, Town Attorney; Bob Holton, Interim Town Manager; Susan Smith, Town Treasurer; Police Chief Justin Trout; Christa Hall, Clerk of Council and Community Development Coordinator.

CALL TO ORDER: Mayor Jackson called the meeting to order at 6:00 p.m., welcomed guests both in person and those joining remotely as the meeting is also available for live stream viewing via Zoom. He stated that the Council would only hear public comment tonight from those attending in-person and have signed up to speak and that speakers would be limited to five minutes each. Town Clerk Hall called the roll. Mayor Jackson led the Invocation and the Pledge of Allegiance. Councilperson Estes offered condolences to the Kyger and Sager families.

APPROVAL OF MINUTES: Mayor Jackson asked for a motion to approve the Minutes from the Regular Town Council Meeting of January 9, 2023, as written. Councilperson Estes replied so moved. The motion was seconded by Councilperson Mathias and there was no additional discussion. The motion was approved by a roll call vote of 7 to 0, the voting recorded as follows: MATHIAS—AYE; SEWARD—AYE; DYJAK—AYE; WOLZ—AYE; PANNELL—AYE; ESTES—AYE; and JACKSON—AYE.

ACTION ITEM: CONSIDERATION OF A RESOLUTION ADOPTING AMENDMENTS TO THE COMPREHENSIVE PLAN:

Mayor Jackson asked for a motion to adopt the 2022 Comprehensive Plan. Councilperson Dyjak replied so moved. Councilperson Wolz seconded the motion. Councilperson Dyjak stated for clarity that this is the plan for Dayton's future and most of the items contained in the plan would need to be discussed further by the Planning Commission and the Council prior to any action taking place. Town Attorney Jordan Bowman offered a friendly amendment to the motion stating that a resolution had been prepared for the Council to formally adopt the Comprehensive Plan and therefore the motion should state that it is to adopt the resolution. Councilperson Dyjak accepted the amendment. Mayor Jackson asked if there was any additional discussion on the matter. Hearing none, he asked the Clerk for a roll call vote. The vote of 7 to 0, was recorded as follows: MATHIAS—AYE; SEWARD—AYE; DYJAK—AYE; WOLZ—AYE; PANNELL—AYE; ESTES—AYE; and JACKSON—AYE. The resolution reads as follows:

A RESOLUTION ADOPTING AMENDMENTS TO THE COMPREHENSIVE PLAN FOR THE TOWN OF DAYTON, VIRGINIA

WHEREAS, the Planning Commission for the Town of Dayton, Virginia (the “Town”) has prepared certain amendments to the Town’s Comprehensive Plan in accordance with Article 3 of Chapter 22 of the Code of Virginia 1950, as amended; and

WHEREAS, whereas, the Planning Commission has recommended that the Town Council adopt the proposed Comprehensive Plan amendments and certified the same to the Town Council; and

WHEREAS, the Town Council has held a public hearing to receive comments concerning the proposed Comprehensive Plan amendments; and

WHEREAS, the Town Council has carefully reviewed and considered the proposed amendments to the Comprehensive Plan and determined that the proposed amendments will guide the Town, helping to facilitate coordinated, adjusted and harmonious development and promoting the health, safety, morals, order, convenience, prosperity and general welfare of all of the Town’s inhabitants; and

WHEREAS, the Town Council now desires to adopt the proposed amendments to the Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council for the Town of Dayton, Virginia, that the proposed amendments to the Town’s Comprehensive Plan are hereby adopted.

ACTION ITEM: CONSIDERATION OF A RESOLUTION REGARDING LAND DEVELOPMENT ADDITIONS TO SECONDARY ROUTE SYSTEM:

Mayor Jackson asked for a motion to adopt the Resolution Regarding Land Development Additions to Secondary Route System, specifically referring to Rhodes Hill Drive, as presented. Councilperson Estes replied so moved and Councilperson Seward seconded the motion. Mayor Jackson asked for any discussion and hearing none, a roll call vote of 7-0 was recorded as follows: MATHIAS—AYE; SEWARD—AYE; DYJAK—AYE; WOLZ—AYE; PANNELL—AYE; ESTES—AYE; and JACKSON—AYE. Mayor Jackson explained how the process of turning roads over to the VDOT system works. The resolution reads as follows:

RESOLUTION REGARDING LAND DEVELOPMENT ADDITIONS TO SECONDARY ROUTE SYSTEM (under Code of Virginia Section 33.2-708)

WHEREAS, the Dayton West Subdivision has been completed, and

WHEREAS, the streets of Dayton West Subdivision meet the public service criteria of the Subdivision Street Requirements, and

WHEREAS, the development sketch and VDOT Form AM 4.3, attached and incorporated herein as part of this resolution, define additions required in the Secondary System of State Highways as a result of construction; and

WHEREAS, certain segments identified on the incorporated Form AM 4.3 are ready to be accepted into the Secondary System of State Highways.

NOW THEREFORE, BE IT RESOLVED, the Town Council of the Town of Dayton requests the Virginia Department of Transportation to add the segments identified on the incorporated Form AM 4.3 to the Secondary System of State Highways, pursuant to §33.2-705 of the *Code of Virginia*, for which segments this Board hereby guarantees the right of way to be clear and unrestricted, including any necessary easements for cuts, fills, and drainage, and

BE IT FINALLY RESOLVED, a certified copy of this resolution be forwarded to the Virginia Department of Transportation.

In Town of Dayton

38508328

by Resolution of the governing body adopted

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes to the secondary system of state highways.

A Copy Testee Signed (Town Official): _____

Report of Changes in the Secondary System of State Highways

Project/Subdivision: Dayton West Subdivision - Rhodes Hill Drive

Addition - Town new subdivision street §33.2-340, §33.2-705

Rte Number	Street Name	From Termini	To Termini	Length	Number Of Lanes	Recordation Reference	Row Width
1214	Rhodes Hill Drive	ESM AT 0.40 mi west of CL RTE 732	CL RTE 732	0.4	2		55

ACTION ITEM: CONSIDERATION OF PARKS AND FACILITIES RESERVATION POLICY:

Mayor Jackson asked for a motion to adopt the Parks and Facilities Reservation Policy as revised. Councilperson Estes replied so moved and the motion was properly seconded by Councilperson Mathias. Motion passed by a 7-0 roll call vote which was recorded as follows: MATHIAS—AYE; SEWARD—AYE; DYJAK—AYE; WOLZ—AYE; PANNELL—AYE; ESTES—AYE; and JACKSON—AYE.

PUBLIC COMMENT: Mayor Jackson acknowledged the presence of Rockingham County Board of Supervisor Sallie Wolfe-Garrison and newly elected Mayor of Mt. Crawford, Neal Dillard. Mayor Jackson then recognized Deb Crank to speak. Ms. Crank addressed the Council and thanked Meggie Roche for her efforts in reaching out to the Town merchants. She highlighted some upcoming events that will be occurring in Town. She thanked the Police Department for the radar on College Street and asked that those efforts continue. She asked that Council consider looking at the sign ordinance

again to assist the businesses with exposure. She concluded by asking again for consideration to reinstate Councilperson Estes back to a Council committee assignment.

Ms. Cheryl Lyon asked to be recognized to speak and stated that the banners that are located at the Blacksmith Shop are promoting Silver Lake and were paid for by the bicentennial committee.

Councilperson Estes stated that Mr. Bradfield had made offers to display additional signage at the intersection of Mason Street and John Wayland Highway and that the Town needed to consider ways to assist businesses with additional signage.

MANAGER'S REPORT: Interim Town Manager Bob Holton provided a written report, which is attached. He elaborated on the Water Treatment Plant upgrade process and addressed the possibility of a modest rate increase to the water and sewer accounts and inclusion of an annual COLA increase. This will be discussed further during the budget process, which will be moved up this year with a Public Hearing in April and a vote to approve in May. He concluded by discussing the water line replacement on Westview and the maintenance and/or closure of alleyways in Town.

TREASURER'S REPORT: Treasurer Susan Smith provided a written report.

POLICE REPORT: Chief Justin Trout provided a written report.

PUBLIC WORKS REPORT: Public Works Supervisor Adam Meek provided a written report.

WATER DEPARTMENT REPORT: Water Plant Operator Jennifer Reppe provided a written report.

COMMUNITY DEVELOPMENT REPORT: Community Development Coordinator Christa Hall provided a written report.

ECONOMIC DEVELOPMENT REPORT: Economic Development Coordinator Meggie Roche provided a written report.

TOWN ATTORNEY REPORT: Attorney Jordan Bowman stated that he had no report.

ECONOMIC & COMMUNITY DEVELOPMENT COMMITTEE REPORT: Councilperson Dyjak stated that the committee met on February 3rd and provided highlights from the meeting stating that an update to the Economic Development Plan is in the works. He continued to state that Meggie Roche will continue to work with local businesses to spotlight them and acknowledge any special milestones or anniversaries. He continued by stating the events calendar will be published soon and highlighted some upcoming events.

FINANCE COMMITTEE REPORT: The committee met to review and discuss the upcoming budget cycle for this year and will be holding additional meetings to continue that work.

INFRASTRUCTURE COMMITTEE REPORT: Councilperson Seward stated that the committee met in January to discuss the progress on the Water Treatment Plan and gave kudos to the staff for all their efforts with this project.

PARKS, RECREATION & BEAUTIFICATION COMMITTEE REPORT: Councilperson Wolz stated that the committee had met several times during the last month to discuss general items including maintenance, cleaning, lights, memorials, and the events calendar. They have also met to discuss the Muddler and some concerns related to the route, safety issues and financial matters. The committee had discussed possibly moving the event to the spring in the hopes of obtaining more interest for participants and volunteers and more staff time to dedicate to the event's preparation. Conversations are ongoing and no definite decisions have been made.

PERSONNEL COMMITTEE REPORT: Councilperson Mathias stated that the committee had met on January 25th to discuss the review of the personnel handbook and policies, job descriptions, and the evaluation process. They will continue to meet to review and discuss these matters further.

POLICE COMMITTEE REPORT: Councilperson Seward stated that the committee met in January to review budgetary items in preparation for the budget process.

MAYOR AND COUNCIL REPORT: Mayor Jackson stated that the Town is fortunate to have Bob Holton as its interim Town Manager and that the search continues for a permanent Town Manager. The Town has received over 50 applications but only six have completed the application properly and therefore, we have six applicants who did what was asked, but the Town continues to look for a candidate. Councilperson Dyjak also spoke up to thank Chief Trout and his officers as we just passed the solemn anniversary of the Bridgewater College tragedy with fallen officers Painter and Jefferson. He concluded that it was a fitting tribute that was held at Bridgewater's Oakdale Park.

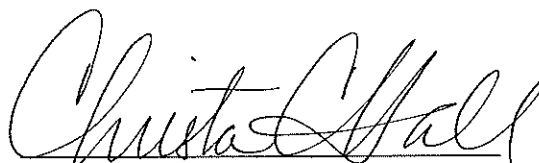
UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

ADJOURNMENT: With there being no further business to come before the Council, Councilperson Estes made a motion to adjourn the meeting and Councilperson Wolz seconded the motion; motion passed unanimously. The meeting adjourned at 6:35 p.m.

Respectfully Submitted,


Casey Jackson, Mayor


Christa Hall, Clerk of Council

ATTACHMENT TO DTC 2.13.23 REGULAR MEETING MINUTES

Town Manager

Staff Report

February 13, 2023

Water Plant The new plant has been tested and is performing well so far. On February 8th we sent water through the new system to our residents for the first time. As you know, the new plant will operate at a higher rate than the old plant, which means we'll be able to supply our major industry and citizens using less water from other sources.

Water and Sewer Rates. It's been ten years since our last rate increase. Since that time inflation has eaten up 26% of our revenues. I'm proposing a 3% increase in both water and sewer rates for the coming year. After that I suggest that our rates increase each year by the cost-of-living adjustment as calculated by the Department of Labor. That way, we won't get behind as we did the past decade.

What will this mean for the average customer? Many of our customers use 2,000 gallons or less each month. For those customers the following chart applies.

	<u>Old Rate</u>	<u>New Rate (effective July 1, 2023)</u>
2,000 gallons water	\$6.90	\$7.11
2,000 gallons sewer	\$9.80	\$10.09
Total	\$16.70	\$17.20

The total increase for those using 2,000 or less gallons of water each month is **50 cents per month or \$6.00 for the year.**

Larger families tend to use about 5,000 gallons each month. What will this increase mean for them?

	<u>Old Rate</u>	<u>New Rate (effective July 1, 2023)</u>
5,000 gallons of water	\$18.10	\$18.64
5,000 gallons of sewer	\$24.35	\$25.08
Total	\$42.45	\$43.72

That means the average family will see an increase of **\$1.27 per month or \$15.24 per year.**

This modest rate increase will produce minimum pain for the individuals or families but will provide us with funds to ensure that our water and sewer expenses can be funded. Also, by adopting a plan tied to the COLA adjustment, we'll see continued modest gains.

Inflation has become a major problem for consumers. Eggs increased from \$1.79 per dozen to \$4.05 over the past year, but fortunately, prices are now on the decline. Bread increased by 20% in 2022. Overall, prices increased 6.5% over the last year. Looking at this comparison, a 3% increase in water and sewer rates doesn't sound so bad and is a responsible course of action.

Fiscal Year 2024 Budget. The budget process is underway. A preliminary budget has been drafted and the Finance Committee has reviewed it and added suggestions. We are trying to move the process up this year in an attempt to vote on the new budget in May. A public hearing will be held in April with notice of the hearing and an explanation of the budget sent out prior to the hearing.

West View/Summit Water Line Replacement. We have received proposals from two contractors. Rhodenizer quoted \$111,126 while Partner's Excavating was at \$213,360. Therefore, we'll offer a contract to Rhodenizer Construction for this project.

Unpaved Alleys. We have a few unpaved alleys in town that often come up in conversation. The suggestion has been that we pave them, but the Infrastructure Committee is considering closing them instead due to lack of use and ongoing expenses. If an alley is closed, it returns to adjoining property owners. To accomplish this goal, we will have some surveying and legal expenses, but the total cost will be much less than a lifetime of paving and maintenance.

