

**TOWN OF DAYTON
REGULAR COUNCIL MEETING MINUTES
COUNCIL CHAMBERS, DAYTON TOWN HALL
September 13, 2021**

COUNCIL MEMBERS PRESENT: Mayor Cary Jackson, Dale Rodgers, Bradford Dyjak, Robert Seward, Heidi Hoover, Emily Estes, and Susan Mathias.

ALSO PRESENT: Angela Lawrence, Town Manager; Jordan Bowman, Town Attorney; TJ Hooker, Police Lieutenant; Susan Smith, Town Treasurer; and 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 and reminded everyone that if there is anyone in attendance who wishes to address Council during the public comment portion of tonight's meeting, there is a signup sheet in order to do so 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. Mayor Jackson read aloud a proclamation declaring September as National Suicide Prevention Awareness Month.

PRESENTATION: Mr. Taylor Evans and Ms. Erin Burch made a presentation to Council on behalf of the Valley Conservation Council, asking for Council consideration of the following: (1) Formalize regular trash pickup from two cans purchased by the Alliance for the Shenandoah Valley; and (2) that the Town of Dayton hold public access easement across two private properties in lieu of Valley Conservation Council for continuity. This matter will be further reviewed and discussed by the appropriate Council Committee.

APPROVAL OF MINUTES: Councilperson Rodgers made a motion to approve the minutes as written for the Regular Council Meeting of August 9, 2021; the motion was seconded by Councilperson Dyjak and approved by a roll call vote of 7 to 0, the voting recorded as follows: RODGERS—AYE; DYJAK—AYE; HOOVER—AYE; SEWARD—AYE; ESTES—AYE; MATHIAS—AYE; JACKSON—AYE.

ACTION ITEM: CONSIDERATION OF WATER TREATMENT PLANT EQUIPMENT

CONTRACT: Manager Lawrence provided a staff report and an update on the project and the equipment costs. Councilperson Estes made a motion to accept the water treatment plant proposal and to authorize the Town Manager to enter into a contract with Water Membrane Systems, LLC for an amount not to exceed \$1,600,000 for the purchase of equipment for the water treatment plant. The motion was seconded by Councilperson Mathias. Mayor Jackson asked if there was any discussion. After some clarification and discussion as to how this project is budgeted and will be financed, the motion was approved by a roll call vote of 7 to 0, the voting recorded as follows: RODGERS—AYE; DYJAK—AYE; HOOVER—AYE; SEWARD—AYE; ESTES—AYE; MATHIAS—AYE; JACKSON—AYE.

ACTION ITEM: CONSIDERATION OF ORDINANCE REGARDING THE HOURS OF OPERATION FOR TOWN PARKS:

Attorney Jordan Bowman was asked to provide a staff report and advised that pursuant to staff's request, he drafted an ordinance to address the hours of operation at the Town parks. The ordinance provides that parks will be open from sunrise to sunset. However, the ordinance, as drafted does not include a provision for a penalty and therefore violators would be charged with trespassing. Another option for Council consideration would be to add a provision allowing for enforcement by a lesser penalty such as a Class 4 Misdemeanor. Police Committee Member Jackson stated that the committee had met and discussed this and that they are recommending to Council that they pass this ordinance with the addition of the penalty provision. Councilperson Estes inquired about the limited hours and how these hours vary with the seasons and they will limit the use of the parks to working people. She also stated that the hours should be adjusted for the parks that have lighting available. After Council discussion, it was determined that this matter would be sent back to the Police Committee for further review with input from the Parks and Recreation Committee. They will review and bring back an amended proposal to Council for further consideration.

ACTION ITEM: CONSIDERATION OF RESOLUTIONS FOR USDA GRANT

APPLICATIONS: Manager Lawrence provided a staff report for 3 individual grants for one police cruiser, one public works service truck and one water department service truck. Councilperson Rodgers made a motion to approve the resolutions as presented for each of the three individual grant applications. The motion was seconded by Councilperson Dyjak. Mayor Jackson asked if there was any discussion. After hearing none, the motion was approved by a roll call vote of 7 to 0, the voting recorded as follows: RODGERS—AYE; DYJAK—AYE; HOOVER—AYE; SEWARD—AYE; ESTES—AYE; MATHIAS—AYE; JACKSON—AYE.

MANAGER'S REPORT

Town Manager Angela Lawrence provided a written report, which is attached.

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 and added that the Town will be launching a Community Input Survey to help guide the Planning Commission with their review and update of the Comprehensive Plan that is due in 2022.

ECONOMIC DEVELOPMENT REPORT

Economic Development Coordinator Meggie Roche provided a written report.

TOWN ATTORNEY REPORT

No report.

ECONOMIC & COMMUNITY DEVELOPMENT COMMITTEE REPORT

Councilperson Dyjak began by stating that the Committee will not be recommending any updates to the Yard Sale ordinance at this time. The Committee will meet again prior to Dayton Days to further discuss the handling of yard sales along the festival route during Dayton Days. The Committee requests that Council allow the Committee to make a direct recommendation to staff. Councilperson Estes advised Council that they need to be careful and take into account the rights of the residents before making a determination. Councilperson Dyjak ensured that they would be careful and fair when taking this matter into consideration.

Councilperson Estes made a motion to allow the Economic & Community Development Committee to make a fee structure for the upcoming Dayton Days for individuals selling non-yard sale type items in their yard. The motion was seconded by Councilperson Mathias and approved by a roll call vote of 7 to 0, the voting recorded as follows: RODGERS—AYE; DYJAK—AYE; HOOVER—AYE; SEWARD—AYE; ESTES—AYE; MATHIAS—AYE; JACKSON—AYE.

Councilperson Dyjak continued his report advising that the Town will hold another Business Conversation Meeting on Thursday, September 23rd to promote the Main Street program. He concluded by highlighting and congratulating the Dayton businesses that were recognized in the Best of the Valley contest.

FINANCE COMMITTEE REPORT

Councilperson Rodgers stated that the Committee met with the Infrastructure Committee to discuss the upcoming water treatment plant proposal.

INFRASTRUCTURE COMMITTEE REPORT

Councilperson Dyjak echoed Councilperson Rodgers comments about the joint meeting and added that he had appreciated his time working with Councilperson Rodgers.

PARKS, RECREATION & BEAUTIFICATION COMMITTEE REPORT

Councilperson Rodgers stated that there was no report but added his appreciation to the Council and the Town for allowing him to serve on the Council.

PERSONNEL COMMITTEE REPORT

Councilperson Hoover stated that there was no report.

POLICE COMMITTEE REPORT

Councilperson Hoover stated that there were no additional updates but that they had discussed placing speed cameras in the school zones.

MAYOR AND COUNCIL REPORT

Mayor Jackson stated that Jim Dove’s memorial was a great way to honor him and that Shickel’s had donated a bench that was placed at Dove Park. Mayor Jackson thanked Economic Development Coordinator Meggie Roche for all of her hard work with the summer concerts and the events. He continued by stating that the Cheese Place recently held their grand opening at their new location in the Dayton Market and it was a great event. He stated that it is National Small Business Week and encouraged everyone to shop local. He closed by thanking Councilperson Dale Rodgers, who will be leaving the Dayton Town Council as of September 30, 2021 as he is relocating outside of the Dayton Town limits. He served as the Chair of the Parks & Recreation Committee and the Finance Committee as well as serving as the Vice Mayor. He served with dedication, led with his heart and was guided by his faith to do what is often a thankless job and has contributed to make Dayton a better place.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

PUBLIC COMMENT

Deb Crank addressed the Mayor and Council with a citizen concern questioning the ethics of Town officials and reminded everyone that we should all be considerate of one another and work together towards a common goal.

Phil Way addressed the Mayor and Council to state that he is grateful for many things within the Town and further raised some concerns as to parking along College Street during Town events.

CLOSED SESSION

Mayor Jackson stated that the closed session was not necessary as they do not have any prospective Council candidates. Council determined that they would like advertise the Council vacancy, left by Mr. Rodgers’ resignation and instructed staff to do so.

ADJOURNMENT

With there being no further business to come before the Council, Councilperson Estes made a motion to adjourn the meeting. The motion was seconded by Councilperson Rodgers and passed by an all in favor vote of 7 to 0. The meeting was adjourned at 7:11 p.m.

Respectfully Submitted,



Mayor, Cary Jackson



Clerk of Council, Christa Hall

ATTACHMENT TO DTC 9.13.21 REGULAR MEETING MINUTES

Town Manager

Staff Report

August 2021

Personnel

- Susan completed a third course, Debt Management for Public Finance Officers, working toward a Virginia Government Finance Officers Association certification.
- Officer Dean resigned effective September 10, 2021. We wish her great success as she transitions to a position that allows her better work life balance for her particular situation.
- Staff continues to receive updates regarding recommended COVID protocols.

2020 Census Data

- The US Census released its first round of data collected during the 2020 Census. This rollout includes data on population growth, race, and the Hispanic population.
- The Harrisonburg-Rockingham area exceeded the statewide growth rate, growing 8.3% since 2010.
- Both the CSPDC region and the state of Virginia have seen a large increase in Hispanic population over the past ten years. The Hispanic population in Virginia grew 44%, from 631,825 to 908,749, while the CSPDC region saw a larger, increase of 64%.
- The Town, through the CSPDC and other partners, will continue to monitor the Weldon Cooper Data Center for future Census 2020 data rollouts. Anticipated data includes information on age, sex, and household characteristics. This information will be useful for the Comprehensive Plan revision and other purposes.

Public Works, Roads, Facilities

1) **Water Plant Upgrade:**

- a) Please see discussion items in the report for agenda item 4.a.

2) **Mill Street Project:**

- a) The final issue, a gate that was replaced, is scheduled for completion on September 9, 2021.
- b) Since the completion of the storm water drainage project, we carefully monitored during two significant storms. All water is draining to the proper facilities, with no flooding in the street and adjacent yards.

American Rescue Plan Act (ARPA)

Nothing to report at this time.

Other

- I spoke to Bridgewater Rotary Club, providing an update on Dayton projects and programs.
- I continue to represent the Town on the MPO and HRRSA board. The new HRRSA Executive Director is scheduled to present to Council at next month's meeting.
- I attended the Chamber of Commerce Business After Hours event, making a few good connections for vendors.
- I will attend the VML conference October 3-5th.
- I am a co-chair for the VLGMA Winter Conference to be held in Staunton.

Budgeted Capital Projects Status

This will be updated monthly.

Project	Status	Comments
Police Vehicle	Grant application 09/2021	Pending Council approval
Greenway Project	Nothing to report	To complete fencing on existing greenway to bridge for safety.
King Street Extension Path	Underbrush has been cleared, drainage being repaired, layer of gravel installed to prevent run-off	Alternatives for crossing the creek to Main Street are being researched. Met with adjacent landowners, one of which is not interested in granting an easement on their property.
Wayfinding Signage Program	Planning & Design Continues	Design meeting with task force held 9/8/2021.
Sidewalks	Nothing to report at this time	Waiting for contractor to indicate construction date – College Street.
Parks	Nothing planned currently	For savings purposes.
Public Works Vehicle	Grant application 09/2021	Pending Council approval.
Ventrac Mower	Ordered mower & 2 decks in July	Backordered. Awaiting delivery schedule.
Key Card System	PD to submit grant application for Town Hall which will allow us to utilize budgeted funds for other buildings.	Waiting on one additional bid.
Water Line Extension	Exchanging information with City.	Extension of line near Walmart to City water for emergency purposes.
Water Plant Equipment	Plan to order 09/2021	Pending Council approval.
Park land acquisition	Nothing planned	For saving purposes only.
Water/Sewer Lines	Prioritizing pending engineers report	
Hydrants	No progress to date	Ft. Harrison area
Mobile Generator	Obtaining quotes.	Likely recommend stationary instead.
Water Dept. Service Truck	Grant application 09/2021	Pending Council approval.

Items for Discussion and/or consideration

- Appointment to fill Dale Rodgers' seat to complete the remainder of his term through 2022. Council may appoint someone after discussion in closed session or they may choose to advertise and interview.
- Appointment to fill planning commissioner seat vacated by Brad Randolph. Position has been advertised. Recommend Council set up interviews before October Council meeting.
- Appointment to fill EDA seat vacated by Greg Brennan. Recommend Council accept applications and interview prior to October Council meeting. Require Statement of Economic Interest paperwork after appointment.

Respectfully submitted,
Angela A. Lawrence