

REGULAR COUNCIL MEETING APRIL 13, 2010

The Edinburg Town Council met in regular session on April 13, 2010. Mayor-Town Manager Harshman called the meeting to order at 7:30 p.m. All Council Members were present. Town Attorney, Kevin Black, Town Police Chief, Michael Clem and Town Maintenance Supervisor, Ronald Ross were also present.

A motion was made by Councilman Beachy and seconded by Councilman Wood to approve the minutes of March 9, 2010. Motion carried.

The Treasurer's report was reviewed. A motion was made by Councilman Dellinger and seconded by Councilman Beachy to approve the Treasurer's Report and to pay all the bills as presented. Motion carried.

The Water and Sewer Committee had no report. Mr. Harshman reported that the Town has received the required drawings and information from Mr. Racey on the Massanutten View Pump Station and sewer lines. The lawyers are working out the details for the wording of the Deed of Gift and dedication of the easements. Once that is completed, the Town should be ready to move forward with taking over the subdivision's sewer system.

Mr. Harshman also reported that the Town was able to save \$800 by having the digester blower rebuilt instead of replacing it. EEMA located a company that came to the WWTP, removed the blower and took it back to their shop to evaluate its condition. The cost to rebuild the blower is \$2,258 plus shipping compared to \$3,157 for a new unit. This repair was previously approved by Council at a cost of \$3,185 including shipping. Mr. Harshman went ahead and authorized the rebuilding of the unit.

The Street Committee had no report. Mr. Harshman reported that VDOT plans to begin paving on Route 11 through Town to Walnut Street. It is Mr. Harshman's understanding that VDOT will be working at night and they plan to overlay from curb/gutter to curb/gutter. Councilman Hite inquired as to why the new concrete is flaking off on Main Street. He believes it is from the salt used during the winter storms. Mr. Ross stated that yes; it is from the wrong kind of salt being used, which causes the concrete to flake.

The Ordinance Committee had no report.

The Personnel Committee had no report. Mr. Harshman reported that part-time employee; Orville Ryman has resigned and his last day will be April 22nd. Mr. Harshman recommended that the Town hold off on filling his position for now. Council agreed.

The Finance Committee had no report.

Health & Safety Committee Chairman, Councilman Wood commended the police force for attending their meetings and trainings. Councilman Wood called attention to the upcoming events and goals on the Police Report. Councilman Wood stated that it is very important for residents to attend the Neighborhood Watch meetings. The next meeting will be on Wednesday, April 21st at 7:00 p.m.

The Property Committee had no report. Mr. Harshman reported that he met with the insurance adjuster to review the snow damage done to the Town properties. The Town is waiting on one more quote to replace the skylights in the Lab Building at the WWTP.

The Cemetery Committee had no report. Mr. Harshman reported that he received a request to put a geo-cache/letterbox in the old town cemetery. Mr. Harshman explained that there are groups that go all over the country and look for clues and/or items that are left in the letterboxes, sort of like a scavenger hunt. Mr. Harshman stated that there used to be one in front of the old school, but it kept getting vandalized. Councilman Hite stated that a cemetery is a place of reverence and not a playground. Mr. Harshman stated that he thought it was an interesting idea, but that some people might be offended with it being in the cemetery. The Mill was suggested as a better place for the

letterbox. Mr. Harshman will get back in touch with the person that requested this and suggest other locations to them.

Park Committee Chairman, Councilman Wood reported that the restrooms at the Park are now open and there have been people at the ball field. Mr. Harshman reported that stone is being stockpiled at the Park and excavation work should begin soon. Mr. Harshman also reported that concrete replacement at the pool is also planned to begin soon. It had been discussed in the past to perhaps use pavers instead of concrete, but concrete turns out to be cheaper.

The Insurance Committee had no report.

Mr. Harshman reported that he attended the March Travel Council meeting. The County has again reserved the Clearbrook Welcome Center for the month of May. Shenandoah County businesses, attractions and events will be able to use this opportunity to highlight themselves to the travelers stopping at the Welcome Center. This has been passed on to the Chamber. The Mt. Jackson Chamber of Commerce Golf Tournament will be held again this year on May 22nd. As it was last year, the event is open to all Chambers in the County as a fund raising event. They will also be having the putting skills competition for the local elected officials again.

Mr. Harshman reported that other than George Shipe offering to move the geese to the river behind the old Aileen plant, the Town has not heard from anyone else about helping solve the geese problem. Mr. Mumaw did tell the Mr. Harshman that he had the name of someone that was interested in purchasing some geese but he has not been back in touch with any contact information.

Mr. Harshman also reported that he received an email from "People Inc." asking if the Town was interested in meeting with them to discuss housing needs in Edinburg. While doing a housing assessment for Shenandoah County they identified houses in Edinburg that are in need of repair and could potentially be considered substandard. They would like to meet with Mr. Harshman to discuss any housing concerns that the Town might have. People Inc. is a private non-profit corporation that was started in 1964. They now have an office in Woodstock. Their services are designed to assist people with affordable housing, developing small businesses and becoming more self-sufficient. They are interested in setting up a meeting the week of April 26-29. The Council thought it would be a good idea to meet with People Inc. Councilman Beachy stated that he would like to sit in on the meeting.

Mr. Harshman stated that Mark Callahan, the attorney for United Bank brought the easement drawings for the sidewalks at Edinburg Square to him last month for Mayor and Planning Commission signatures. Mr. Callahan then turned the documents into VDOT for their approval. This is one step closer to VDOT's acceptance of the road and sidewalks in Edinburg Square.

Mr. Harshman reported that the Architectural Review Board met twice since the last council meeting. The ARB met on March 29th and approved a single family residence for Dustin Davis on Shenandoah Avenue. The ARB also met on April 12th and approved a fence for Hunter Hutcheson on Shenandoah Avenue.

Mr. Harshman reported that there was no Planning Commission meeting last month.

The Zoning Administrator's report showed that three permits were issued from March 8, 2010 – April 13, 2010:

1. James Bowers
222 Kadies Lane
Deck
2. Dustin Davis
Shenandoah Avenue, Lot 23
Single Family Residence

3. Hunter Hutcheson
213 Shenandoah Avenue
Fence

The Town Attorney had no report.

Mr. Harshman asked Council if they had any comments on the Annual Audit for the year beginning July 1, 2008 and ending June 30, 2009. Councilman Beachy stated that nothing jumped out at him and that it looked ok. Mr. Harshman commented that the format for this Audit was a much easier format to understand. A motion was made by Councilman Beachy and seconded by Councilman Wood to approve the adoption of the Annual Audit for the year beginning July 1, 2008 and ending June 30, 2009. Motion carried.

Mr. Harshman asked Council to consider an annual proclamation to observe the week of April 16-23, 2010 as "disAbility Awareness Week". A motion was made by Councilman Hite and seconded by Council Beachy to approve the annual proclamation to observe the week of April 16-23, 2010 as "disAbility Awareness Week". Motion carried.

Mr. Harshman also asked Council to consider a proclamation to recognize April 2010 as "Fair Housing Month". A motion was made by Councilman Beachy and seconded by Councilman Wood to approve the proclamation to recognize April 2010 as "Fair Housing Month". Motion carried.

Mr. Harshman asked Council to consider a proposed contract from Mary K. Earhart, PLLC, Certified Public Account to provide the Town with governmental accounting services for the year ending June 30, 2010. Councilman Beachy inquired as to whether the Town has gotten any other accounting estimates and if Ms. Earhart was good to work with. Mr. Harshman stated that if costs continue to rise, the Town will get other estimates. Mr. Harshman also stated that Ms. Earhart was very good to work with. A motion was made by Councilman Wood and seconded by Councilman Beachy to approve Ms. Earhart's contract to provide the Town with governmental accounting services for the year ending June 30, 2010. Motion carried.

Mr. Harshman asked Council to consider re-appointing Jean Allen Davis, Mary Jane Kirkland and Mary Ann Williamson to the Architectural Review Board. Their two-year terms expire on June 30, 2010. All three are interested in serving again and their new terms would begin July 1, 2010 and run for four years until June 30, 2014. A motion was made by Councilman Dellinger and seconded by Councilman Beachy to approve the re-appointments of Jean Allen Davis, Mary Jane Kirkland and Mary Ann Williamson to the Architectural Review Board. Motion carried.

Mr. Harshman asked Council to review the VML Renewal Proposal for the Town's General and Worker's Comp Insurance for the period of July 1, 2010 to June 20, 2011. A motion was made by Councilman Beachy and seconded by Councilman Hite to approve the VML Renewal Proposal for the Town's General and Worker's Comp Insurance for the period of July 1, 2010 to June 20, 2011. Motion carried.

Mr. Harshman also asked Council to review the proposed amendments to the 2009-2010 Town Budget and for consent to schedule a public hearing prior to the May 2010 Council meeting to receive comments on the amendments. Councilman Beachy requested that Mr. Harshman go over the amendments. Mr. Harshman reported that he left the past due taxes on the Gore's Edinburg Square property assuming they will be collected before June 30th. Hopefully, the Bank will move forward on this. Mr. Harshman also reported that town stickers are still selling and the Police Department is now issuing tickets to residents without stickers. Mr. Harshman reported that Insurance Recovery has been increased to reflect the payments for snow damage to Town property. Councilman Hite inquired as to whether or not there would be any more stimulus money available. Mr. Harshman stated that he would check with the Northern Shenandoah Valley Regional Commission and the Town could also try to re-submit the application for a water improvement grant that was previously turned down.

Mr. Harshman also reported that water and sewer fees were down slightly and the water and sewer tap fees have been dropped to zero. Trash fees are also down slightly.

A Public Hearing was scheduled for 7:00 p.m. prior to the May 11, 2010 Council meeting to receive comments on the proposed amendments to the 2009-2010 Budget. Approval will be considered at the regular May Council meeting.

Mr. Harshman called Council's attention to the preparation of the 2010-2011 Budget.

Mr. Harshman stated that a Finance Committee meeting needed to be scheduled for next week. Mr. Harshman reported that the Town's property values have dropped \$6.5 million from last year and feels that the property taxes will need to be increased by at least one cent. Mr. Harshman also asked Council to be thinking of ways to increase revenues.

Mr. Harshman stated the cemetery lot costs have not been looked at for a few years. Currently, the charges for lots at Cedarwood Cemetery are \$400 for in town residents and \$700 for out of town. These fees pay for the lot and perpetual care. Town Clerk, Mary Embrey has prepared a spreadsheet of other cemetery lot prices in the area for Council to look over.

Mr. Harshman stated that the fee for shelter rental at the Park was raised \$5 last year, along with increases for pool passes and pool parties. Town Clerk, Mary Embrey prepared a spreadsheet of pool rates for the other pools in the County for Council to look over.

Mr. Harshman also stated that the water and sewer rates should be going up annually to keep up with ever increasing expenses. At the very least, the Town should be looking at the rates every two years. Mr. Harshman also stated that trash pick up fees were going to have to increase to \$8.00 a month to cover the 15% increase in the Town's contract with Long Enterprises.

Mr. Harshman reported that tap fees have been non-existent during the current year. Mr. Harshman thinks that the Town should include at least three water and sewer taps in the new budget. Mr. Harshman is basing this on the fact that the Bank will soon own Edinburg Square and there are three lots ready to build left in Phase I that they will want to sell.

Mr. Harshman also stated that he assumed that there will be no employee pay increases in this budget. Mr. Harshman stated that he would like to consider moving the other part-time Maintenance Department employee to full-time in July. This would add another day in wages, along with benefits, but it will be offset by the reduction in staff. Councilman Beachy and Councilman Hite stated that they would support this idea. Councilman Beachy also suggested that a mid-year evaluation should be done regarding any employee pay raises.

The Finance Committee will meet on Tuesday, April 20th at 7:00 p.m. Mr. Harshman reported that he will hold off on doing the newsletter until after the Finance Committee meeting.

Councilman Hite complimented Mr. Harshman on his letter to Sal DiRoberto regarding his Meals Tax payments.

With no further business, a motion was made by Councilman Beachy and seconded by Councilman Dellinger to adjourn the meeting. The meeting was adjourned at 8:36 p.m.

Mayor

Clerk