

MINUTES
BERRYVILLE TOWN COUNCIL
Tuesday, August 13, 2013
Berryville-Clarke County Government Center
Regular Meeting
7:30 p.m.

Town Council:

Present: Wilson Kirby, Mayor; Harry Lee Arnold, Jr., Recorder; Mary Daniel; Allen Kitselman; David Tollett

Absent: Douglas Shaffer

Staff: Keith Dalton, Town Manager; Christy Dunkle, Assistant Town Manager/Planner; Neal White, Chief of Police; Celeste Heath, Town Clerk

Press: Val Van Meter, Winchester Star

1. Call to Order: Wilson Kirby, Mayor

Mayor Kirby called the regular meeting to order at 7:30 p.m.

2. Approval of Minutes

July 9, 2013

Upon motion by Council member Tollett, seconded by Council member Kitselman, the minutes of the July 9, 2013 meeting were approved with Ms. Daniel abstaining.

3. Citizens Forum

There was no public comment.

4. Report of the Mayor

National Night Out

The Mayor thanked all of the sponsors of National Night Out and the organizer Officer Terry Fritts of the Police Department for a wonderful event.

The Mayor reported that he participated in the opening ceremony for the Clarke County Fair.

5. Report of Town Manager

Lawrence Wilson

Mr. Dalton reported the passing of Lawrence Wilson. Mr. Dalton said that he was a good man and a member of the Town of Berryville family having served on the Board of Zoning Appeals for 20 years, the Planning Commission for 12 years and as the Clarke County representative to the Shenandoah Area Agency on Aging for 10 years. Mr. Dalton said that Mr. Wilson's passing is a great loss and that he was one of the greatest men that he has had the pleasure to know.

Streets Assessment

Mr. Dalton said that because the town has taken over responsibility from VDOT for the secondary streets the town now receives a stipend from VDOT. He said that one of the

things the Town Council decided to do with the stipend was hire a consultant to do a streets assessment that will help the Town Council create a priority list for street repair. He said that the assessment is complete and that he and Rick Boor are beginning to formulate a recommended priority list and assess how it relates to needed utility work.

Mr. Dalton then gave an overview of the assessment. He said that the Streets and Utilities Committee will meet on August 15 to get their first look at the full report. He asked if the Council would be willing to hold a public input session on the street priorities at their next regular meeting. The Council agreed to hold a session at their September 10, 2013 meeting. Mr. Dalton said that the consultant would be present at the Streets and Utilities Committee meeting as well as at the public input session.

Easement: Washington Gas

Mr. Dalton presented a request from Washington Gas for a 61.62 square foot easement in Rose Hill Park to extend gas service to the adjacent property at 35 East Main Street. He said his concern with this request is that the park will eventually be riddled with such easements and that he hopes that getting an additional easement across the property being served by Washington Gas' requested easement to serve future requests would solve that problem. He also said that he believes that taxpayers should not have to cover the cost of the public hearing. He also noted that Rick Boor met with Washington Gas on site and has devised a way to access the park from the adjacent property so no heavy equipment will have to be in the park.

By consensus, the Town Council set a public hearing on the matter with the cost of advertising to be paid by Washington Gas.

Main Street Paving and Parking

Mr. Dalton said that VDOT is investigating the bleeding/flushing problem with the Main Street paving job to see if it will cause any safety problems and will share the results with the Town.

Mr. Dalton said that when the lining contractor came in without any notice, they missed some places and Rick Boor also noticed that the striping was off in places, skewing the lane widths. Mr. Dalton said that VDOT was alerted and that they are confident that the lines meet standards and that the lines are close to where they were before.

Mr. Dalton said that the finish will be applied to the stamped crosswalks as soon as the striping issues are resolved.

6. Planning and Zoning Matters

Action Item: USDA Rural Business Enterprise Grant

Ms. Dunkle explained that the Town received a \$9500 grant (Town contribution \$500) to do a hotel feasibility study. She presented a resolution allowing Mr. Dalton to sign the documents associated with the grant. Mr. Dalton explained that he and Ms. Dunkle have been talking to hotel chains and they have indicated that this type of study is needed in order to begin talking about locating a hotel.

Ms. Daniel asked if there are property owners who have indicated that there is property available for a hotel. Ms. Dunkle said that this study will find out that type of information. Ms. Dunkle then discussed a similar effort in Giles County. Ms. Daniel asked if there was a private property owner who sought this study out. Mr. Dalton said no, that the genesis was an e-mail that he received.

Upon motion by Council member Daniel, seconded by Recorder Arnold the Council of the Town of Berryville adopted the attached Resolution of the Governing Body (ATT 1).

VOTE:

Recorded Vote:

Ayes:	Wilson Kirby, Mayor Harry Lee Arnold, Jr., Recorder Mary Daniel Allen Kitselman David Tollett
Nays:	None
Absent:	Douglas Shaffer
Abstain:	None

Planner's Report

Ms. Dunkle reported that she sent letters out to property owners about unattended donation bins two months ago and that two responded right away. She said that many have been removed and most of the rest of the property owners are trying to get the boxes removed.

7. Standing Committee Reports

a) BADA Liaison – Allen Kitselman

Council member Kitselman reported that the BADA will be considering the Methodist Housing site plan and continues to review the Berryville Area Plan.

b) Budget Finance / CIP – Jay Arnold

Nothing to add to report.

c) Community Improvements – Allen Kitselman

Council member Kitselman reported that the Farmers Market is doing well.

d) Planning Commission – Doug Shaffer

Mr. Shaffer was absent.

e) Police and Security – Mary Daniel

Upon motion by Council member Tollett, seconded by Council member Daniel, the minutes of the August 7, 2013 Police and Security Committee meeting were approved.

Council member Daniel reported that the next committee meeting will be held on September 4. She also congratulated the Chief of Police and the Police Department as

well as the Clarke County Sheriff's Office and the State Police on a job well done on the Gail Smith case.

Chief White thanked the sponsors of National Night, especially the food providers: The Boyds Nest and Audley Farm.

f) Streets and Utilities – Wilson Kirby
The committee will meet on August 15.

g) Personnel / Appointments – Jay Arnold
Nothing to report.

8. Adjourn

Upon motion by Council member Kitselman, seconded by Council member Daniel and passed, the Council meeting was adjourned at 8:03 p.m.

Wilson Kirby, Mayor

Harry Lee Arnold, Jr., Recorder