

DAYTON TOWN COUNCIL MINUTES
July 2, 2018

COUNCIL MEMBERS PRESENT: Mayor Charles Long, Todd Collier, Jeff Daly, Laura Daily, Zachary Fletchall, and Tara Worthy.

COUNCIL MEMBERS ABSENT: None.

ALSO PRESENT: Jason Ham, Town Attorney; Bobby Popowicz, Town Superintendent; Danny Hanlon, Chief of Police; Lee Early, Town Treasurer; Jacob Collier, Grant Coordinator; Kim Clark, Recorder and Local Citizens.

CALL TO ORDER: Mayor Long called the meeting to order at 6:00 p.m. and welcomed the guests. The Invocation and Pledge of Allegiance were led by Mayor Long.

ADOPTION OF AGENDA:

The move to approve the minutes of May 28th was struck from the agenda due to the fact it had been approved in June. New business was called for by Mayor Long for, discussion of digitizing records, resolution of meeting times and a call for a special meeting to discuss the candidates for the open position on the council. A motion by Jeffery Daly to adopt the agenda with the corrections was seconded by Todd Collier with all in favor.

MOVED, TO ADOPT THE AGENDA WITH CORRECTIONS.

SUPERINTENDENT’S REPORT: Bobby Popowicz
Report attached to minutes.

STAFF AND COMMITTEE REPORTS:

Treasurer: Lee Early
Report was given.

Police: Chief Hanlon
Chief gave the monthly numbers.

Sewer Authority: Bobby Popowicz
No report.

Planning Commission: Charles Long
No Report.

Finance Committee: Jeff Daly
No Report.

Personnel Committee: Zack Fletchall
No Report.

Economic Development: Tara Worthy
No report

Parks & Community Development: Todd Collier
No report

Annexation: Jeff Daly
No Report.

Grants: Jacob Collier
Report was given.

Muddler: Danny Hanlon
The muddler has 500 runners.

ACTION MATTERS: Approval of Bills, Appointment of Bobby Popowicz to HRRSA Board with Lee Early as the alternate.

A motion by Todd Collier to approve the bills totaling \$220,181.99 was seconded by Zack Fletchall and passed by Council by roll call vote. Those in favor: (Long, Collier, Daly, Daily, Fletchall & Worthy)

MOVED, THAT BILLS TOTALING \$220,181.99 BE APPROVED.

A motion from Laura Daily to approve the appointment of Bobby Popowicz to HRRSA Board with Lee Early as the alternate was seconded by Tara Worthy and passed by Council with roll call vote. Those in favor: (Long, Collier, Daly, Daily, Fletchall & Worthy)

MOVED, THAT BOBBY POPOWICZ BE APPOINTED TO HRRSA BOARD WITH LEE EARLY AS ALTERNATE

CONSENT AGENDA: Minutes for June 5

A motion by Todd Collier to approve the minutes of the June 5, 2018 meeting was seconded by Jeff Daly and passed by roll call vote. Those in favor: (Long, Collier, Daly, Daily, Fletchall, & Worthy)

THE MINUTES OF THE June 5, 2018 MEETING WERE APPROVED.

A motion by Zack Fletchall to approve the minutes of the June 19, 2018 special council meeting was seconded by Tara Worthy and passed by roll call vote. Those in favor: (Long, Collier, Daly, Daily, Fletchall & Worthy).

THE MINUTES OF THE JUNE 19, 2018 SPECIAL COUNCIL MEETING WERE APPROVED.

UNFINISHED BUSINESS: Councilperson Collier requested a copy of the community strong survey results. Bobby Popowicz to provide results.

NEW BUSINESS:

Bobby Popowicz requested permission to find quotes for costs on digitizing town records. All on the council were in favor.

The Resolution Regarding Time of Regular Meetings and Inclement Weather Meeting Times (the "Resolution") was approved as presented, setting the regular meetings at 7 pm on the second Monday of each month, except as otherwise described in the Resolution. The motion was made by Laura Daily, seconded by Tara Worthy and was passed by roll call vote. Those in favor: (Long, Collier, Daly, Daily, Fletchall & Worthy).

THE RESOLUTION REGARDING TIME OF REGULAR MEETINGS AND INCLEMENT WEATHER MEETING TIMES WAS APPROVED.

Jason Ham advised the mayor for a special meeting to discuss the candidates for a spot on town council. It was moved for later discussion.

PUBLIC COMMENT: Several citizens spoke out in support for Chief Hanlon. Citizens asked for update on property clean up within the Town of Dayton. Citizens asked about vehicle registration issues within the Town of Dayton. Citizens requested information about submitting a candidate for town council.

MAYOR & COUNCIL COMMENTS:

No Comments

CLOSED SESSION:

A motion to move into closed session was made by Zack Fletchall, seconded by Todd Collier and was passed by roll call vote. Those in favor: (Long, Collier, Daly, Daily, Fletchall & Worthy).

MOVED, TO RECESS INTO CLOSED SESSION UNDER SECTIONS 2.2-3711(A)(7) OF THE STATE CODE.

Recess in to closed session at 7:10 p.m.

Back in regular session at 7:30 p. m.

A motion by Todd Collier to adopt a resolution certifying that the closed session was held in conformity with Virginia Law was seconded by Laura Daily and approved by roll call vote. Those in favor: (Long, Collier, Daly, Daily, Fletchall & Worthy).

OPEN SESSION:

The council considered the placement of the special meeting on August 6th to discuss the candidates for the open position on town council.

ADJOURN:

With there being no further business to come before council, a motion by Todd Collier to adjourn was seconded by Jeffery Daly and passed by Council. Those in favor: (Long, Collier, Daly, Daily, Fletchall & Worthy).

Meeting adjourned at 7:40 PM

Respectfully Submitted;

Mayor, Charles Long

Clerk, Bobby Popowicz

Town Superintendent's Report

July 2, 2018

- 1. Storm Water Issues:** The Town has asked for pricing to conduct a hydrological study of the entire Town of Dayton Watershed to determine where future Storm Water Projects should be located. This will allow us to budget for these projects and address the issues in the Down Town and other areas in higher elevations as well. The Study will focus on where high volume water flows are originating and where the flows are collecting.
- 2. Artifacts at Dayton Learning Center:** Town Staff removed and secured the Bell and Trophy Cases from the Dayton Learning Center on Friday June 30, 2018. The Town will be contacting the Historical Society and Mr. Meyerhoeffer to figure out the best way the Town can display and allow access to the artifacts in the future.
- 3. Digitizing of Town Records:** This past week we were in need of collecting Town Records for a FOIA request. During that process we discovered several missing documents in our Accounts Payable files. Fortunately, we have been able to recover most of the information directly from the vendor. Unfortunately, there are contract documents missing from the files that have either been misplaced or lost. We are still attempting to locate those documents in house and the Town Attorney's office is looking in their records. Furthermore, we have asked VTG to give us a recommendation as to our best options. Anne Shawver has also given me a recommendation of a company that provides digitizing services. Once the initial batches are completed, Town Staff should be able to keep up with future documents. However, this may require some new equipment of software.
- 4. Storm Water Infiltration:** Virginia Rural Water Association will be helping Town staff with smoke testing our sanitary sewer lines this summer and fall to see if we can determine some of the problem locations in our sanitary sewer lines. Russell also has digitized several older videos of areas that we thought were problems and has already found locations that were problems several years ago, that still remain unrepaired.
- 5. Welcome Ms. Kim Clark to the Town of Dayton Team as our new Administrative Assistant.** Ms. Clark comes to us from Eastern Mennonite University. She is also working today as our Recorder for the July 2nd Meeting.