

**DAYTON TOWN COUNCIL MINUTES  
DECEMBER 11, 2017**

**COUNCIL MEMBERS PRESENT:** Mayor Charles Long, Tara Worthy, Todd Collier, Zack Fletchall, Shelley Newman & Laura Daily

**COUNCIL MEMBERS ABSENT:** Jeff Daly

**ALSO PRESENT:** Jason Ham, Town Attorney; Lt. Michael, Bobby Popowicz, Town Superintendent; Lee Early, Treasurer, Lorie Curry, Recorder & Local citizens

**CALL TO ORDER:** Mayor Long called the meeting to order at 7:00 PM. The Invocation and Pledge of Allegiance were led by Mayor Long.

**ADOPTION OF AGENDA:** A motion by Todd Collier to accept the agenda as written was seconded by Tara Worthy and passed unanimously.

**MOVED, TO ACCEPT THE AGENDA AS WRITTEN**

**SUPERINTENDENT'S REPORT:** Bobby Popowicz  
Report attached to minutes.

**STAFF AND COMMITTEE REPORTS:**

***Treasurer's Report:*** Lee Early  
Lee reviewed the numbers and asked for any questions or comments, there were none.

***Police Report:*** Lt. Michael  
Lt. Michael went over report numbers and asked for any questions or comments. There were none.

***Sewer Authority:*** Bobby Popowicz  
Everything is in compliance

***Planning Commission:*** Charles Long  
There has been no response from VDOT concerning the new Comprehensive Plan.

***Finance Committee:***  
No Report

***Personnel Committee:*** Tara Worthy  
No Report

**Economic Development:** Shelley Newman

New Town website went live today. The new Dayton video is linked on the website.

**Parks & Community Development:** Shelley Newman

In day 10 of the 12 days of Dayton. About 250 people attended the Town Christmas party.

**Annexation:**

No Report

**Grants:** Jacob Collier

Jacob reviewed all the grants the Town has applied for and received, noting we received a DMV grant in the amount of \$5,670.00 to be used for Alco sensors and DMV funded overtime.

**Muddler:** Charles Long

Registration will open soon for next year.

**ACTION MATTERS:** Approval of Bills

A motion by Councilperson Laura Daily to approve bills totaling \$239,156.74 was seconded by Councilperson Tara Worthy and passed by Council by roll call vote: (Those in favor; Z. Fletchall, S. Newman, L. Daily, C. Long, T. Worthy & T. Collier) (Absent; J. Daly)

**MOVED, THAT BILLS TOTALING \$239,156.74 BE APPROVED.**

**PRESENTATIONS:** None

**CONSENT AGENDA:** Minutes of the November 13, 2017 Council meeting and Joint PC Public Hearing Meeting Minutes.

Signature of Mayor and Ms. Newman thanking Cargill for their donation to the Greenway

Mayor Long asked for comments pertaining to minutes of the Council meeting dated November 13, 2017. Hearing none, a motion by Councilperson S. Newman was seconded by Z. Fletchall to approve both sets of minutes and passed by Council by roll call vote: (Those in favor; T. Collier, T. Worthy, C. Long, L. Daily, S. Newman & Z. Fletchall) (Absent; J. Daly)

**MOVED, THAT MINUTES OF THE NOVEMBER 13, 2017 COUNCIL MEETING AND JOINT PC PUBLIC HEARING MEETING BE APPROVED AS WRITTEN.**

Mayor Long read the letter sent to Cargill thanking them for their generous donation to the Greenway in the amount of \$5,000.00 that was donated last year and \$5,000.00 donated this year. The letter was signed by Mayor; Charles Long and Chair for the Economic Development Committee; Shelley Newman.

**UNFINISHED BUSINESS:** Appointment of EDA unfinished term.

A motion was made by Councilperson T. Collier and was seconded by Councilperson T. Worthy to appoint Sam Lee to the EDA term ending July 10, 2019 and passed by roll call vote; (Those in favor: T. Collier, T. Worthy, C. Long, L. Daily, S. Newman & Z. Fletchall) (Absent; J. Daly)

**MOVED, TO APPOINT SAM LEE TO EDA TERM ENDING JULY 10, 2019.**

**NEW BUSINESS:** Board of Zoning appeals recommendation to Circuit Court to fill vacancy.

Jason Ham asked Council to think of someone to appoint to the Board of Zoning appeals; the term will end June 30, 2019.

**PUBLIC COMMENT:**

Comments were as follows:

- Please put a copy of the Comprehensive Plan on the website for review, as well as add meeting dates and a copy of the agenda packets to the website.
- An update on the violators of the nuisance ordinance.

Council Replies:

- The new website will have a link to the new Comprehensive Plan and they agreed that a copy of the meeting agendas and meeting times being posted on the website was a good idea, and will include that information on the website.
- Bobby will make courtesy phone calls to the nuisance ordinance violators and legal action will begin soon if not complied with.

**MAYOR AND COUNCIL COMMENTS:**

Council wished everyone Happy Holidays and a Merry Christmas.

**ADJOURN:** 7:50 PM

There being no further business to come before Council, a motion to adjourn by Councilperson T. Collier was Seconded by Councilperson T. Worthy and passed unanimously by Council.

Respectfully Submitted,

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Charles Long, Mayor

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Lorie Curry, Recorder

# Town Superintendent's Report

December 11, 2017

- 1. Employee Position Review:** Representatives from Springsted will be at the Town offices for the second part of the Employee Study on December 13, 2017 at 10am to meet with staff about the next steps and employee questionnaire.
- 2. Greenway:** Rhodenizer, Town Staff, Mr. Leon Rhorer and Valley Engineers met to get final approval of the right of way location for the pathway. Valley Engineering is completing the engineered drawings and setting the parameters of the right-of-way. A final work schedule and revamped scope of work will be finalized shortly after the pathway engineering is complete. The engineering is expected to be complete next week.
- 3. Christmas Parade:** The Christmas Parade hosted 31 participants this year, although 35 had confirmed, some last minute emergencies came up and several participants were called away. However, we did gain one last minute participant to get us to the 31 mark. This is the largest parade the Town has had in recent years. I want to thank staff, the Mayor, the Vice-mayor and Council person Collier for their help with staging. I want to especially thank Chief Hanlon and Jacob Collier for handling the last minute changes that arose so the parade organization went off without any problems. Lastly, I want to thank Mrs. Newman for arranging the Christmas Tree Lighting Ceremony and Public Works staff for their efforts on placing the lights and decorations.
- 4. Redbud Festival:** Sheila Helsley has sent out the applications for Redbud and will continue to work with staff and Committees to organize the Redbud this year.
- 5. Town of Dayton Financial Audit:** The Town Audit will begin tomorrow. Auditors from Brown Edwards will be here this week to conduct the work. Lee Early, our consultant CPA, Ann Shawver, staff and myself will be available to answer questions and provide information.