

WAYNESBORO, VIRGINIA CITY COUNCIL REGULAR BUSINESS MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Regular Business Meeting on Wednesday, October 24, 2022 beginning at 7:00 p.m. in the Council Chambers, 503 W. Main Street, Waynesboro, Virginia, Mayor Henderson presiding and calling the meeting to order. This meeting was also viewable by accessing the City’s YouTube Channel and Government Access Channel.

PRESENT: Council Members: Bobby Henderson, Mayor
Lana Williams, Vice Mayor
Bruce Allen, Council member
Sam Hostetter, Council member
Terry Short, Jr., Council member

City Staff: Michael Hamp, City Manager
Todd Wood, Assistant City Manager - Operations
Michael Wilhelm Assistant City Manager – Public Safety
Cameron McCormick, Assistant City Manager – Finance
Julia Bortle, Clerk of the Council
David Shaw, Police Chief
Dwayne Jones, Parks and Recreation Director
Devon Cockrell, Human Resource Director
Trafford McRae, Public Works Director

Counsel: Melisa Michelsen, Esq., Litten & Sipe, LLC

ABSENT: None

CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Mayor Henderson called the meeting to order and asked Council member Allen to lead everyone in the Pledge of Allegiance to the Flag of the United States of America. The procedure for the citizen comment period was explained.

Council member Allen moved to adopt the meeting agenda. Having been seconded and with no objections, the meeting agenda was adopted 5:0:

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Aye	Council member Hostetter	Aye
		Council member Short	Aye

MATTERS FROM THE MAYOR

The mayor stated that the Virginia School Board Association presented members of the Waynesboro School Board with Certificates for participating in the Virginia School Board Association Academy on Government and Services. School Board members who completed the Academy include Ms. Debra Freeman-Belle and Mr. Rick Wheeler, a Certificate of Recognition, an Award of Excellence was presented to Ms. Erika Smith and three Awards of Distinction were presented to Ms. Diane Williams, Ms. Kathe Maneval, and Dr. Jeffery Cassell, School Superintendent.

MATTERS FROM COUNCIL MEMBERS

The vice mayor, mayor and Council member Allen attended a grand opening for a new, unique business in Waynesboro named the Commonwealth Crush Company, located at the former Virginia Metalcrafters Building.

Council member Hostetter made a COVID update, stating that Waynesboro is still green in the CDC map and there are no “red” counties in Virginia. He noted that this is the last meeting before the upcoming election and he encouraged everyone to vote on or before Election Day. Also, he attended the Open House at the Library that included architectural renderings of the upcoming Virginia Museum of Natural History, with parking and facility safety discussed.

Council member Short represented Waynesboro on the “Go Virginia” Region VIII Board of Directors and he was pleased to facilitate and approve the last phase of the Shenandoah Valley Regional Airport hanger expansion for \$1 million of state funds. He noted that an American Airlines carrier will begin service on November 1.

CONSENT AGENDA MEETING MINUTES

Vice Mayor Williams moved to adopt the Consent Agenda as presented. Having been seconded and with no objections, the consent agenda was adopted 5:0:

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Aye	Council member Hostetter	Aye
		Council member Short	Aye

- a. Consider adopting the minutes from the October 12, 2022 Regular Business Meeting.
- b. Second consideration/adoption of an ordinance closing and vacating approximately 1.06 acres of unimproved streets and alleys to the east of the intersection of Elkin Circle and 11th Street in Winchester Heights, between block 9 and 10.(2022-52)
Second consideration/adoption of the following appropriation ordinances:
- c. \$9,300 in donations for supplies for the Victim Witness Department. (2022-53)
- d. \$3,912 in recovered costs to the General Fund to for continuing education for the Police Department. (2022-54)
- e. \$3,175 in restricted fund balance to the General Fund for operating supplies for the Sheriff’s Department. (2022-55)

PRESENTATION AND ORDINANCE - EMPLOYEE COMPENSATION AND RETENTION AND APPROPRIATING SALES, MEALS, AND PERSONAL PROPERTY TAXES TO THE GENERAL FUND TO SUPPORT OPERATIONS

The City Manager made a presentation regarding employee compensation and the resources available to provide a possible 5% salary increase rather than the 3% salary increase budgeted in fiscal year 2023, enabling the city employees to be compensated closer to market rate (*attachment 47-50*). He reviewed the budget and the Human Resource Director reviewed the pay and classification study. They then presented recommended salary adjustments and plans to fund them. The Assistant City Manager-Finance reviewed the funding and appropriation adjustments, particularly for public safety and public works. The City Manager then reviewed considerations in addition to compensation. If Council chooses to consider adopting the ordinance, the pay plan would be implemented at the first December pay period and the first pay period in January, and if possible, merge those into a single administrative undertaking.

Council member Hostetter asked about the meals and lodging taxes coming in ahead of budget, asking if they are surpassing COVID numbers. He was concerned about funding the salary increases in future years. He was told those numbers were surpassed, and the salaries can be safely appropriated.

Council member Short acknowledged staff's work but he expressed concern that the funding sources will end but adjusted salaries would still have to be paid in the next fiscal year. He wanted it on record that Council will have to address that issue.

Council member Short moved to introduce an ordinance **APPROPRIATING A TOTAL OF \$680,000 OF ADDITIONAL SALES, MEALS, AND PERSONAL PROPERTY TAXES, TO THE GENERAL FUND, TO SUPPORT OPERATIONS FOR THE FISCAL YEAR ENDING JUNE 30, 2023**. Having been seconded and with no further discussion, the ordinance will be considered for adoption at the November 14, 2022 regular business meeting.

COMMUNICATION, CORRESPONDENCE, CALENDAR

The City Manager reminded Council of the upcoming Snow Plow Rodeo being held by Public Works, where they are invited to observe skills training. Also, he asked for guidance on the Planning Commission vacancy.

CITIZEN COMMENT PERIOD

With no one signed up to speak, the meeting continued.

ADJOURN

Council member Allen moved to adjourn the meeting. Having been seconded and with no objections, the meeting was adjourned at 7:35 p.m. on an affirmative 5:0 vote:

Mayor Henderson	Aye	Council member Allen	Aye
Vice Mayor Williams	Aye	Council member Hostetter	Aye
		Council member Short	Aye

Julia Bortle, MMC, Clerk of Council

Bobby Henderson, Mayor