

# WAYNESBORO, VIRGINIA CITY COUNCIL BUSINESS MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Regular Business Meeting on Monday, June 12, 2023 at 7:00 p.m. in the Council Chambers of the Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia, with Mayor Williams presiding and calling the meeting to order.

PRESENT: Council Members: Lana Williams, Mayor  
Jim Wood, Vice Mayor  
Bruce Allen, Council member  
Kenny Lee, 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

Counsel: Jason Ham, Esq., Litten & Sipe LLC

ABSENT: Terry Short, Jr., Council member

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

The mayor opened the meeting and Council member Allen lead everyone in the Pledge of Allegiance to the Flag of the United States of America. She then reviewed the procedure for the citizen comment period.

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## MEETING AGENDA

Council member Allen moved to adopt the meeting agenda. Having been seconded and with no objections, the meeting agenda was adopted 4:0:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

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## MATTERS FROM THE MAYOR

The mayor attended the torch run recently held watching the officers take the torch in the cross country. Assistant City Manager Wilhelm also participated.

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**MATTERS FROM COUNCIL MEMBERS**

Council member Lee was the speaker at the brick dedication at Serenity Garden. On Friday, June 9, he and the Economic Development Director visited Virginia Panel where they participated in a tour of the facility.

Vice Mayor Wood visited Zeus Theater with the Economic Development Director as part of their program to visit local businesses.

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**CONSENT AGENDA**

Council member Lee moved to adopt the Consent Agenda as presented. Having been seconded and with no objections, the consent agenda was adopted 4:0:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

- a. Consider adopting the minutes from the May 22, 2023 Regular Business Meeting.
- b. Second consideration/adoption of an ordinance amending Section 30-58 (Stormwater) of the Waynesboro City Code.

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**PUBLIC HEARING - AMEND THE FISCAL YEAR 2023 BUDGET**

The Assistant City Manager-Finance reviewed the ordinances totaling \$10,267,599. State code requires that any amendments to a localities budget that exceeds one percent of the currently adopted budget have an advertised public hearing. The city advertised the public hearing and details of the amendment in the News Virginian on June 4, 2023.

The public hearing was opened at 7:07 p.m. With no one signed up to speak, the public hearing was closed. Vice Mayor Wood moved to adopt the following ordinances:

- a. Grant funds to the Community Action Partnership of Staunton, Augusta, and Waynesboro Fund for TANF grant revenues and expenditures in the amount of \$64,911.
- b. Awards to the Office on Youth Fund for Community Foundation Awards in the amount of \$14,100.
- c. Donations to the General Fund for the Library in the amount of \$5,479.
- d. Grant funds to the Office on Youth Fund in the amount of \$2,079.
- e. Insurance proceeds to the General Fund for the Parks and Recreation Department in the amount of \$750.
- f. Grants and donations to the General Fund for the Parks and Recreation Department in the amount of \$440.
- g. Donations to the General Fund for the Police Department in the amount of \$250.

Having been seconded and with no further discussion, the ordinances were adopted 4:0:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

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Council member Allen moved to introduce the following ordinances:

- a. Assigned and unassigned fund balance to the General Fund to be transferred to the capital fund in the amount of \$5,300,292.
- b. Assigned fund balance to the school fund for school renovations in the amount of \$4,879,298.

Having been seconded and with no further discussion, the ordinances will be considered for adoption at the June 26, 2023 regular business meeting.

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**CENTRAL SHENANDOAH PLANNING DISTRICT COMMISSION REAPPOINTMENT**

Council member Allen moved to reappoint Council member Terry R. Short, Jr. to the Central Shenandoah Planning District Commission for a three-year term ending June 30, 2026. Having been seconded and with no objections, the reappointment was adopted 4:0:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

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**CAP-SAW APPOINTMENT**

Vice Mayor Wood moved to appoint Ms. Tiffany Sensabaugh to the Community Action Partnership Staunton-Augusta-Waynesboro, for a three-year term ending May 31, 2026. Having been seconded and with no objections, the appointment was adopted 4:0:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

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**COMMUNICATION, CORRESPONDENCE, CALENDAR, CITY MANAGER COMMENTS**

The City Manager noted four items:

He reviewed the process for review and approval of the Annual Action Plan for the Community Development Block Grant.

He alerted Council of the intent to dispose of the modular unit at the Rockfish Gap Tourist Information Center on Afton Mountain. There may be an opportunity to donate the property to a local community agency where they would bear the expense of relocation.

There will be maintenance and repair at the wastewater treatment plant and staff's intention to pursue funding to accomplish the work.

Staff expects to make a presentation at the June 26 council meeting regarding the status of the City Code regarding Animals, making it conform to state code.

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**CITIZEN COMMENT PERIOD**

**Frank Rott, Waynesboro:** questioned what the utility service charges showing on utility bills are for and would like a call explaining them. He is opposed to the plan for a center median on West Main Street and asked that a hard look be taken at the plan.

Regular Business Meeting  
Monday, June 12, 2023  
Unapproved Draft

**Sheryl Helsel, Waynesboro:** concerned about the animal ordinance as all three localities are outside their legalities, and she provided information to Council prior to the meeting, noting Waynesboro should not be making ordinances relating to a facility in Augusta County.

**Taylor Halstead, Waynesboro:** would like a bicycle shelter installed at the Park and Ride enabling bus riders to have a place to store their bicycles while secured there.

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**CLOSED MEETING**

Vice Mayor Wood moved to reconvene in closed meeting as authorized by section 2.2-3711(A)(1) of the Virginia Code. The subject matter of the meeting is as follows:

Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; specifically, the City Manager.

Having been seconded and with no objections, the closed meeting was convened at 7:26 p.m. on a roll call vote:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

At 7:44 p.m., Vice Mayor Wood moved to come out of closed meeting and reconvene in open meeting and adopt the following resolution:

**RESOLUTION** (R23-21)

WHEREAS, the City Council of Waynesboro has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this City Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Waynesboro hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the City Council of Waynesboro.

Having been seconded and with no further discussion, the resolution was adopted 4:0 on a roll call vote:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

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**ADJOURN**

Council member Allen moved to adjourn the meeting. Having been seconded and with no objections, the meeting was adjourned at 8:54 p.m. on an affirmative 4:0 vote:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

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**ADJOURN**

Council member Allen moved to adjourn the meeting. Having been seconded and with no objections, the meeting was adjourned at 7:45 p.m. on an affirmative 4:0 vote:

<b>Mayor Williams</b>	<b>Aye</b>	<b>Council member Allen</b>	<b>Aye</b>
<b>Vice Mayor Wood</b>	<b>Aye</b>	<b>Council member Short</b>	<b>Absent</b>
		<b>Council member Lee</b>	<b>Aye</b>

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Julia Bortle, MMC, Clerk of Council

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Lana Williams, Mayor