

# WAYNESBORO, VIRGINIA

## CITY COUNCIL BUSINESS MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Regular Business Meeting on Monday, August 26, 2019, at 7:00 p.m. in the Council Chambers of the Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia, with Mayor Short presiding and calling the meeting to order:

- PRESENT: Council Members: Terry Short, Jr., Mayor  
 Bobby Henderson, Vice Mayor  
 Bruce Allen, Councilman  
 Elzena Anderson, Councilwoman  
 Sam Hostetter, Councilman
- City Staff: Mike Hamp, City Manager  
 Jim Shaw, Deputy City Manager  
 Julia Bortle, Clerk of Council  
 Cameron McCormick, Finance Director  
 Luke Juday, Planning Director
- Counsel: Melisa Michelsen, Esq., Litten & Sipe LLC
- ABSENT: None

### **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:**

Mayor Short opened the meeting, and Vice Mayor Henderson lead everyone in the Pledge of Allegiance to the Flag of the United States of America.

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### **ADOPTION OF BUSINESS MEETING AGENDA:**

Councilwoman Anderson moved to adopt the Business Meeting Agenda as presented. Having been seconded and with no objections, **the Business Meeting Agenda was adopted 5:0:**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

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### **CONSENT AGENDA:**

Councilman Hostetter moved to adopt the consent agenda as presented. Having been seconded and with no objections, **the consent agenda was adopted 5:0:**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

- a) Council Meeting Minutes: Consider approving the August 12, 2019 Work Session and Regular Business Meeting minutes, and dispense with the reading of the minutes.

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- b) Conditional Use Permit for 430 East Main Street: Second consideration/adoption of an ordinance authorizing a conditional use permit be issued for 430 East Main Street, Waynesboro, VA. (2019-57)

School Appropriation Ordinances: Second consideration/adoption of the following ordinances:

- c) Perkins Career and Technical Education Grant: \$9,954. (2019-58)
- d) Project Hope Grant: \$11,923. (2019-59)
- e) School Improvement Grant – Kate Collins Middle School: \$75,674. (2019-60)
- f) School Improvement Grant – William Perry School: \$79,031. (2019-61)
- g) Valley Academy Regional Alternative Education Program: \$456,500. (2019-62)

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**MATTERS FROM COUNCIL MEMBERS:**

**Councilman Hostetter's** next constituent meeting will be on Tuesday, September 3, 2019 at the French Press at 9:00 a.m. and welcomed all who would like to talk to him.

**Mayor Short** presented a resolution of tolerance, diversity and kindness for citizens and visitors to the City:

**RESOLUTION (R19-13)**

**Condemning Hateful Expressions of Intolerance and Bigotry**

Whereas a diversity of communities and religious groups and the promotion of tolerance and acceptance for all races and nationalities is a hallmark of American freedom;

Whereas we the Council reject all statements of bigotry, discrimination, oppression, and racism in Waynesboro, Virginia;

Whereas we further denounce behaviors that target traditionally persecuted peoples, including people of color, with verbal attacks, incitement, and violence;

Whereas the citizens of Waynesboro, Virginia have a stake in opposing every form of bigotry and hatred against people based on religion, race, or place of birth and origin and instead wish to promote goodwill among neighbors, harmonious civic life and systems that lift all citizens:

Now, therefore, be it resolved that the City Council of Waynesboro, Virginia strongly rejects and condemns the distribution of hateful expressions of intolerance that are contradictory to the values that define the people of the United States and of Waynesboro, and urge the citizens of Waynesboro to join together in rejecting the spreading of hate.

Vice Mayor Henderson moved to adopt the resolution as presented. Having been seconded and with no objections, the **resolution was adopted 5:0**:

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

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**PRESENTATION - FUND BALANCE POLICY FOR THE GENERAL FUND:**

Cameron McCormick, CPA, Finance Director, made a presentation recommending changes to the Fund Balance Policy for the General Fund. Changes included a recommendation to move the set-aside contingency currently in the unassigned fund balance to a committed fund balance, and that instead of 110% of two month's expenditures of the current fiscal year, the City instead do 16% of the prior year

budget, and the benefits associated with those changes. Initiating these changes was an amendment allowing the School Board to keep their annual unspent appropriation, ensuring those unspent dollars stay in the School budget for future expenditures. Staff anticipates bringing the final amended Policy to the City Council in September.

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**ORDINANCE – DOOMS FIRE DEPARTMENT REFUND:**

Councilman Allen moved to introduce an ordinance appropriating permit fees received during Fiscal Year 2019, in the amount of \$2,500, associated with the 2019 Dooms Volunteer Fire Company Carnival held at Constitution Park, to the General Fund, for a donation to the Dooms Volunteer Fire Company. Having been properly introduced, this ordinance will be considered again at the September 9, 2019 Regular Business Meeting.

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**APPOINTMENTS – ECONOMIC DEVELOPMENT AUTHORITY BOARD:**

Councilwoman Anderson moved that the following reappointment and appointments be made to the Economic Development Authority Board:

- Reappoint Ms. Mary Sullivan to a four-year term ending August 31, 2023
- Appoint Ms. Angela Bandy to a four-year term ending on August 31, 2023
- Appoint Mr. Pete Brooks to an unexpired four-year term ending on August 31, 2021

Having been seconded and with no objections, the **motion was adopted 5:0:**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

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**APPOINTMENTS – PLANNING COMMISSION:**

Councilman Hostetter moved that the following reappointment and appointments be made to the Planning Commission:

- Reappoint Mr. Stephen Arey for a four-year term ending August 31, 2023
- Appoint Mr. W. Lowrie Tucker to an unexpired four-year term ending August 31, 2020
- Appoint Ms. Sarah Severs to an unexpired four-year term ending August 31, 2021.

Having been seconded and with no objections, the **motion was adopted 5:0:**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

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**SCHOOL APPROPRIATION ORDINANCES:**

In accordance with the Waynesboro City Charter amendment, the following appropriation ordinances were voted on and adopted in one motion:

State Workplace Readiness, Industry Certification, and STEM-H Credentialing Funding: Vice Mayor Henderson moved to adopt an ordinance appropriating State Workplace Readiness, Industry certification, and STEM-H Credentialing Funding, in the amount of \$5,040, to the School Funds to be used for the Workplace Readiness Skills for the Commonwealth Examination, as well as internet and computer, assessments and certifications for Waynesboro High School students in various career and technical education classes. Having been seconded, the **ordinance was adopted 5:0: (2019-63)**

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|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

Project Hope Grant Funds: Councilman Hostetter moved to adopt an ordinance appropriating Project Hope Grant Funds, in the amount of \$1,200, to the School Funds to be used to supplement transportation for students. Having been seconded, the **ordinance was adopted 5:0: (2019-64)**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

Waynesboro Post High House Donation: Vice Mayor Henderson moved to adopt an ordinance appropriating gift funds from the Pleasant View-Springhill Ruritan club, in the amount of \$1,000, to the School Funds to be used for the Waynesboro Post High House. Having been seconded, the **ordinance was adopted 5:0: (2019-65)**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

State CTE Equipment Allocation: Councilwoman Anderson moved to adopt an ordinance appropriating State CTE Equipment Allocations in the amount of \$8,527 to the School Funds to be used to upgrade Career and Technical Education Computer Labs at Kate Collins Middle School and Waynesboro High School CTE Annex. Having been seconded, the **ordinance was adopted 5:0: (2019-66)**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

Title I, Part A Improving Basic Programs Funding: Councilman Hostetter moved to adopt an ordinance appropriating a Title I, Part A Improving Basic Programs Funding, in the amount of \$40,000, to the School Funds to be used to support technology purchases at William Perry and Wenonah Elementary Schools. Having been seconded, the **ordinance was adopted 5:0:**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

Title IV, Part A Student Support and Academic Enrichment Grant: Councilwoman Anderson moved to adopt an ordinance appropriating a Title IV, Part A Student Support and Academic Enrichment Grant, in the amount of \$68,000 to the School Funds to be used to support staff stipends and staff development to continue the implementation of the Virginia Tiered System of Supports (VTSS) in the elementary and secondary schools. Having been seconded, the **ordinance was adopted 5:0:**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

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**COMMUNICATION, CORRESPONDENCE, AND CALENDAR**: With no comments from staff or Council, the meeting continued:

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**CITIZEN COMMENT PERIOD:**

**Deborah Rogers, 901 W. 11<sup>th</sup> Street:** concerned with the fate of the former stables of Fairfax Hall and the condition of the properties neglected by the City. She asked how to have the area designated as historical. The mayor stated he would speak with her after the meeting.

**Clay Frazier, 332 N. Commerce:** the home he lives in belongs to him, the whole town is crooked, he said he's coming and he's got help coming to clean up the mess.

**Bob Hudlow, 303 N. Delphine:** asked for the City's help in getting Fishburne Military School to clean up the property at 303 N. Commerce Avenue.

**Jen Lewis, 113 Iris Drive:** asked Council to pass a resolution supporting Women's Equality Day, and thanked Council for passing the anti-hate resolution.

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**CLOSED MEETING:**

Vice Mayor Henderson moved to recess into a closed meeting to consider personnel matters regarding the assignment, appointment, promotion, performance, benefits, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the City, as permitted by Virginia Code section 2.2-3711(A)(1). The subject matter of the meeting is the performance plans for Charter employees. **Having been seconded, the motion was adopted on a roll call vote as follows**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

Council recessed into Closed Meeting at 7:30 p.m.

Council came out of the closed meeting and convened into open meeting at 7:52 p.m.

**Vice Mayor Henderson moved to adopt the following resolution as read in its entirety:**

**CERTIFICATION RESOLUTION <sup>(R19-14)</sup>**

With respect to the just-concluded closed session, and to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under The Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Council. **Having been seconded, the resolution was adopted on a roll call vote as follows**

|                             |            |                              |            |
|-----------------------------|------------|------------------------------|------------|
| <b>Mayor Short</b>          | <b>Aye</b> | <b>Councilwoman Anderson</b> | <b>Aye</b> |
| <b>Vice Mayor Henderson</b> | <b>Aye</b> | <b>Councilman Hostetter</b>  | <b>Aye</b> |
| <b>Councilman Allen</b>     | <b>Aye</b> |                              |            |

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With no further business to discuss, the meeting was adjourned at 7:53 p.m. on a motion by Councilman Allen.

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Julia Bortle, MMC, Clerk of Council

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Terry R. Short, Jr., Mayor