

CITY OF WAYNESBORO, VIRGINIA

CITY COUNCIL BUSINESS MEETING AGENDA



BOBBY HENDERSON, MAYOR, *WARD C*
LANA WILLIAMS, VICE MAYOR, *WARD A*
BRUCE ALLEN, COUNCIL MEMBER, *WARD B*
TERRY SHORT, JR., COUNCIL MEMBER, *AT LARGE*
SAM HOSTETTER, COUNCIL MEMBER, *WARD D*

TO BE HELD ELECTRONICALLY AND
VIEWABLE ON GOVERNMENT CHANNEL AND CITY YOUTUBE CHANNEL
ON MONDAY, JANUARY 11, 2021 AT 7:00 P.M.

1. CALL TO ORDER

2. ADOPTION OF BUSINESS MEETING AGENDA

3. CONSENT AGENDA:

Council Meeting Minutes: December 14, 2020 Regular Business Meeting.

Documents:

[3a 2020 1214.Minutes Draft.pdf](#)

4. MATTERS FROM THE MAYOR

5. MATTERS FROM COUNCIL MEMBERS.

6. PROCLAMATION – BLACK HISTORY MONTH

Council is asked to consider naming February, 2021 as Black History Month in the City of Waynesboro and submitting a signed proclamation to Ms. Estello Randolph on behalf of the Black History Museum.

Documents:

[6 P21-01 Black History Month Feb 2021.Pdf](#)

7. CARES FUNDS AND UTILITY DISCONNECTIONS

Receive a report regarding Coronavirus Relief Funds for utility customers facing economic hardship caused by the pandemic and Governor Northam's moratorium on utility disconnection.

Documents:

[7 Agenda Brief CRF And Disconnect Moratorium 01.11.21 Mgm Edits.pdf](#)

8. RESOLUTION – AUTHORIZATION TO RECEIVE REAL PROPERTY:

Consider adopting a resolution authorizing the City Manager and/or the Mayor to receive real property interests on behalf of the City of Waynesboro for the calendar year 2021.

Documents:

[8 R21-01 Real Property Acquisition 2021 0111.Pdf](#)

9. APPROPRIATION ORDINANCE - LIBRARY LAPTOPS AND EQUIPMENT

Consider introducing and adopting an ordinance appropriating a grant from Central Blue Ridge Community Foundation in the amount of \$2,000 to the General Fund, to purchase laptops and equipment for the Library.

Documents:

[9 Library Latops.pdf](#)

10. CORRESPONDENCE, COMMUNICATION, AND CALENDAR

11. CITIZEN COMMENT PERIOD

12. CLOSED MEETING (IF NECESSARY)

13. ADJOURN

Citizens who wish to make comments during the Citizen Comment Period may do so in the following ways:

1. Citizens may email comments prior to 5:00 p.m. on Monday, January 11, 2021 to the Clerk of the Council at bortleje@ci.waynesboro.va.us. Please identify your name and home address and topic of your comment. Comments will be noted at the meeting and incorporated in the minutes of the meeting.
2. Comments may be submitted online at www.waynesboro.va.us. Comments submitted prior to Monday, January 11, 2021 at 7:00 p.m. will be noted at the meeting and incorporated in the minutes of the meeting.
3. Citizens may call in comments when the Citizen Comment Period is opened. Calls will be answered in the order in which they are received.
 - a. Dial toll free number (844) 844-9200.
 - b. When promoted, enter the access code for the meeting: 398145#
 - c. You will hear "Q&A session has started. Press *6.
 - d. You will hear "If you'd like to speak, please press 1 to be added to the queue".
 - e. Press 1.
 - f. While you are in the queue, you will hear the audio feed of the meeting.
 - g. Wait until you are prompted by the moderator, then share your comments with Council. Participants are reminded that though the prerecorded prompts refer to questions, the public hearing and citizen comment portions of the meeting are a time for Council simply to hear your comments.

For those with special needs, please notify the Clerk of Council (540-942-6669) of any accommodations required at the meeting at least three days prior to the meeting you wish to attend. If you have access to the City's website, you may receive advance notifications for Council meeting agendas, minutes, and City department information. From the home page, click on

"Notify Me", enter your email address and/or mobile phone number and select those items you want to receive advance notice. Then follow the instructions.

WAYNESBORO, VIRGINIA

CITY COUNCIL REGULAR BUSINESS MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Regular Business Meeting on Monday, December 14, 2020 at 7:00 p.m. via “Zoom” with Council members participating remotely due to the Coronavirus COVID-19 pandemic and the Governor’s Executive Order on social distancing:

- PRESENT: Council Members: Bobby Henderson, Mayor
Lana Williams, Vice Mayor
Bruce Allen, Council member
Terry Short, Jr., Council member
Sam Hostetter, Council member
- City Staff: Mike Hamp, City Manager
Jim Shaw, Deputy City Manager
Julia Bortle, Clerk of Council
Cameron McCormick, Finance Director
- Counsel: Jason J. Ham, Esq., Litten & Sipe LLC
- Guest: Dustin Didawick, Didawick & Co.
- ABSENT: None

CALL TO ORDER:

The Mayor opened the meeting and reviewed the process for citizens to comment via email and telephone during the citizen comment period. The City Manager did a roll call for Council:

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

BUSINESS MEETING AGENDA:

Council member Allen moved to adopt the Business Meeting Agenda. Having been seconded and with no objections, **the Business Meeting Agenda was adopted 5:0 by voice and a show of hands:**

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

CONSENT AGENDA:

Council member Allen moved to adopt the Consent Agenda as presented. Having been seconded and with no objections, **the Consent Agenda was adopted 5:0 by voice and a show of hands:**

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

- a. Council Meeting Minutes:
 - i. November 9, 2020 Work Session;
 - ii. November 12-13, 2020 Council Retreat;
 - iii. November 23, 2020 Regular Business Meeting.
- b. Appropriation Ordinance – Fund Balance Transfer to fund hazard pay and bonuses to City employees. **(2020-82)**
- c. Appropriation Ordinance – Public Works Refuse Truck (\$170,276). **(2020-83)**

MATTERS FROM THE MAYOR

On behalf of the Council and the community, the Mayor thanked Mr. Dale Morse and the Institute of Blacksmithing in Waynesboro for creating the entrance gates to the Old Presbyterian Cemetery, and he thanked the Historical Commission and the Parks and Recreation Department for their support with the project.

Council acknowledged Police Officer Rebecca Shouey for life-saving efforts she provided to an individual on December 2, 2020.

Council acknowledged retiring Finance Department member Ms. Vickie Purvis for her 38 years of service to the City and to the community.

MATTERS FROM COUNCIL MEMBERS

Council member Allen spoke highly of Ms. Purvis, stating she served the City well and wished her well. Council member Hostetter provided his monthly COVID-19 update for the Commonwealth and the City.

COMPREHENSIVE ANNUAL FINANCIAL REPORT FISCAL YEAR 2020 (CAFR)

The Finance Director and Mr. Didawick provided a report and presentation of the Fiscal Year 2020 Comprehensive Annual Financial Report through June 30, 2020. The issuance of the report without the federal sections at this time is necessary to comply with the State of Virginia requirements. It is an unmodified, or clean, financial report.

APPROPRIATION ORDINANCE – FLUORIDE PUMP

Council member Short moved to introduce and adopt an ordinance appropriating a Virginia Department of Health Grant, in the amount of \$31,992, to the Water Fund, to purchase a replacement fluoride pump and related equipment. Having been seconded and with no objections, the ordinance was adopted 5:0 by voice and a show of hands **(2020-84):**

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

HISTORICAL COMMISSION REAPPOINTMENT

Council member Allen moved to reappoint Dr. Edgar Hollowell to the Historical Commission to a four-year term ending August 31, 2024. Having been seconded and with no objections, the reappointment was adopted 5:0 by voice and a show of hands:

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

COMMUNICATION, CORRESPONDENCE, AND CALENDAR

The City Manager reminded everyone that the December 28, 2002 Council meeting is cancelled and the next Council meeting is scheduled for Monday, January 11, 2021.

The City of Waynesboro currently has more than thirty full-time positions and multiple part-time positions available throughout various departments. People displaced by the pandemic and those looking for job opportunities are encouraged to look at the listings on the City's website and apply for any that they qualify for and may be interested in exploring.

CITIZEN COMMENT PERIOD

With no one calling in and no one leaving messages, the citizen comment period was closed.

ADJOURN

Having no further business to discuss, Council member Hostetter moved to adjourn the meeting. Having been seconded and with no objections, the meeting was adjourned 5:0 at 7:37 p.m. by voice vote and a show of hands:

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

Julia Bortle, MMC, Clerk of Council

Bobby Henderson, Mayor



PROCLAMATION (P21-01)

WHEREAS, Dr. Carter Godwin Woodson, distinguished African American author, editor, scholar and historian, who is known as the “Father of Black History,” founded the Association for the Study of African American Life and History in September 1915, and launched Negro History Month in 1926; and

WHEREAS, since 1976 every American president has proclaimed February as Black History Month; and

WHEREAS, the theme of this year’s celebration is “the Black Family: Representation, Identity, and Diversity”; and

WHEREAS, this year’s theme reflects changes in how people of African descent in the United States view themselves, influence social movements on racial ideologies, and encourage the aspirations of the black community.

THEREFORE, BE IT RESOLVED the Mayor of Waynesboro, Virginia, on behalf of the City Council, takes great pleasure in recognizing February, 2021 as

BLACK HISTORY MONTH

and urges all citizens to join in celebrating the accomplishments of African Americans during Black History Month, and encourages the people of Waynesboro to recognize the many talents, achievements, and contributions that African Americans make to their communities; and

BE IT FURTHER RESOLVED, that the Clerk of the Council transmit a copy of this resolution to the curator of the African American History Museum, Waynesboro, VA for appropriate distribution.

In witness whereof I have hereunto set my hand and caused the seal of the City of Waynesboro to be affixed this the 11th day of January, 2021.

BOBBY HENDERSON, MAYOR
CITY OF WAYNESBORO, VIRGINIA



Waynesboro City Council Agenda Briefing

Meeting Date:	January 11, 2021	Staff/Council Member(s): D. James Shaw II, Deputy City Manager; Cameron S. McCormick, CPA, Director of Finance
Agenda Item #	7	
Resolution#	N/A	
Department:	City Manager/Finance	
Subject:	Coronavirus Relief Funds for utility customers facing economic hardship caused by the pandemic and the Governor's moratorium on utility disconnection.	

Background: On November 18, 2020 Governor Ralph Northam signed into law, House Bill 5005, which allots \$100 million in Coronavirus Relief Funds (CRF) to provide protection to utility customers facing financial hardship due to the pandemic. The City of Waynesboro is eligible to receive \$308,448 from the CRF and the City staff has filed the required certification to receive such funds in order to assist qualifying customers. It should be noted that City Council appropriated \$175,000 from the City's original CARES allocation to the Shenandoah Valley Department of Social Services to provide utility and rent/mortgage assistance for Waynesboro households facing economic hardship due to the Coronavirus pandemic.

Additionally, the bill puts in place a moratorium on public and private utility disconnections which remains in effect until the Governor determines that "economic and public health conditions have improved" or until at least 60 days after the declared state of emergency ends. The bill does outline a process by which a utility provider may file for relief from the disconnect moratorium if the provider's amount in arrears exceeds one-percent of its annual operating revenues. (The City would appear to be eligible for relief.) In order to claim an exemption, the local governing body must verify its qualification for relief and must allow for public comment on the matter.

House Bill 5005 also requires that utility providers must notify customers whose bill is more than 30 days in arrears of the availability of a repayment plan that would amortize the repayment of a customer's utility debt over a minimum period of 6 months and up to a maximum of 24 months, depending on the customer's financial ability to pay. Local utilities may require the customer to attest that they have experienced a financial hardship resulting from the public health emergency or during the public health emergency. The City has notified affected customers of a City repayment plan to begin on January 15, 2021.

There are provisions of HB5005 that beg for clarification and the recent extension of the CARES Act may affect deadlines for the expenditure of the CRF funds. The staff will continue to monitor and respond to changes as may occur.

Staff Recommendation: The City staff has moved forward to secure the CRF award in the amount of \$308,448 and to ensure the City's statutory obligations under HB5005. While no action on this matter is required at its January 11 meeting, staff does recommend that City Council hold a public hearing at an upcoming meeting to consider its desire to seek relief from the disconnection moratorium.

Suggested Motion(s): N/A

CITY COUNCIL OF WAYNESBORO, VIRGINIA



RESOLUTION (R21-01)

AUTHORIZING ACQUISITION OF REAL PROPERTY

WHEREAS, City Council prefer that the City Mayor and/or the City Manager have the authority to acquire real property when it is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WAYNESBORO, VIRGINIA, AS FOLLOWS:

1. Pursuant to and in accordance with City of Waynesboro Charter, the City Mayor and/or the City Manager, either of whom may act, have the authority to acquire real property when it is in the best interest of the City for the calendar year starting January 1, 2021 and ending December 31, 2021; and
2. The City Manager is hereby authorized to take any other actions that are reasonable and necessary to effectuate the acquisition of real property.

Signed: _____ Mayor,
Waynesboro City Council

Attest: _____, Clerk,
Waynesboro City Council

[SEAL]

ORDINANCE NUMBER 2021-



AN ORDINANCE APPROPRIATING A GRANT FROM CENTRAL BLUE RIDGE COMMUNITY FOUNDATION IN THE AMOUNT OF \$2,000 TO THE GENERAL FUND, TO PURCHASE LAPTOPS AND EQUIPMENT FOR THE LIBRARY, FOR THE FISCAL YEAR ENDING JUNE 30, 2021, AS HEREIN SPECIFIED

BE IT ORDAINED, by the Council of the City of Waynesboro, Virginia:

That the following sums of money are hereby appropriated as herein specified for the fiscal year ending June 30, 2021 (the "Fiscal Year"), and that the budget for the Fiscal Year is hereby amended to reflect the below-listed appropriations.

Section I – General Fund

Paragraph 1. To the General Fund, for laptops and equipment, \$2,000 is appropriated to be apportioned as follows:

1107130	Major Purchase/NonCapital 768040 Computer Hardware	\$2,000
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Paragraph 2. The above appropriation will be provided for by the following revenue:

1100518	Miscellaneous 518903 Gifts and Donations	\$2,000
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INTRODUCED:


ADOPTED:

EFFECTIVE:

CLERK

MAYOR

APPROPRIATION ORDINANCE REQUEST FORM

Name of Requestor	Kevin Osborne	Date of Request	12/29/2020
Authorized Signature		Date of Authorization	
Purpose of Appropriation Request <small>(Briefly describe what you plan to purchase and why)</small>			
We will buy \$2000 worth of Laptops, tablets, and required management devices/peripherals for public use at "curbside" while the library is closed.			
Charges to Budget			
Line Item Description	Line Item Number	Project Code	Amount
MP/NonCap-Comp Hardware	1107310-768040		2,000
Source of Revenue <small>(Briefly describe source of funds including agency name and anticipated receipt)</small>			
The money comes from a grant provided by the Community Foundation (central blue ridge)			
Is a local match required?	No	If so, indicate source of local match.	
Line Item Description	Line Item Number	Project Code	Amount
Misc/Gifts and Donations	1100518-518903		2,000