

WAYNESBORO, VIRGINIA

CITY COUNCIL REGULAR BUSINESS MEETING MINUTES



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

PARTICIPANTS: Council Members: Terry Short, Jr., Mayor
Bobby Henderson, Vice Mayor
Bruce Allen, Council member
Sam Hostetter, Council member
Jeanie McCutcheon, Council member

City Staff: Mike Hamp, City Manager
Jim Shaw, Deputy City Manager
Julia Bortle, Clerk of the Council
Cameron McCormick, Finance Director

INTRODUCTION BY MAYOR:

Citizens were reminded of how they may participate in the citizen comment period or public hearings.

BUSINESS MEETING AGENDA:

The City Manager is withdrawing recommendations for certain utility fee increases; therefore, the scheduled public hearing noted as item 7 on the agenda for those recommended items is not necessary. Council will set the rates by resolution.

Council member Hostetter moved to amend the Business Meeting Agenda as stated. Having been seconded and with no objections, **the Business Meeting Agenda was amended 5:0:**

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

CONSENT AGENDA:

Council member McCutcheon moved to adopt the Consent Agenda as presented. Having been seconded and with no objections, **the Consent Agenda was adopted 5:0:**

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

- a. Zoning Ordinance Amendment: Second consideration/adoption of an ordinance amending the Zoning Ordinance to allow two-family houses (duplex) by conditional use permit in the H-B (Highway Business) District. (2020-28)

Regular Business Meeting
Thursday, May 7, 2020
Adopted May 27, 2020

- b. Conditional Use Permit – Ohio Street: Second consideration/adoption of an ordinance granting a conditional use permit for a two-family house (duplex) or multiplex at 0 Ohio Street, Waynesboro, Virginia, Tax map 35-2-A1 in the H-B Highway Business Zone. (2020-29)
- c. Preliminary Subdivision Plat – Second consideration/adoption of an ordinance approving a preliminary subdivision plat for a property located at 0 Ivy Street (Tax Map 14-6-25), Waynesboro, Virginia. (2020-30)
- d. Vacate Public Right of Way – 1604 Fir Street: Second consideration/adoption of an ordinance vacating 151 square feet of land adjacent to the southern line of Lot 16, Block 147, Hilandale Section Twelve, Waynesboro, Virginia. (2020-31)
- e. Appropriation Ordinance – Jones Hollow Dam: Second consideration/adoption of an ordinance appropriating a portion of Unassigned Fund balance in the General Fund, in the amount of \$10,080 to the General Fund, for Jones Hollow Dam debris and sediment removal services. (2020-32)

MATTERS FROM COUNCIL MEMBERS:

The Vice Mayor commended employees and staff for keeping the City running during this pandemic. Council appreciates the diligence and professionalism.

Citizens were reminded that the General Election polling locations are consolidated to the Kate Collins Middle School.

PUBLIC HEARING - FISCAL YEAR 2021 OPERATING BUDGET:

The City Manager reviewed the preliminary fiscal year 2021 budget developed prior to Governor Northam's Executive Orders creating an economic environment that was referred to as revenue shock for some local governments. Staff is forecasting a \$4.2 million loss of local revenue for fiscal year 2021. The budget originally constructed has been revised because of that lost revenue. Council priorities of employee compensation, school funding, capital improvement investments, and maintaining levels of service have all been deferred or subordinated in order to maintain essential services and adopt a balanced budget.

The Deputy City Manager made a powerpoint presentation reviewing revisions to the proposed fiscal year 2021 budget that include the amendments to the originally drafted budget. The review included fiscal year 2021 revenue loss assumptions, General Fund revenue sources and expenditures by percentage, the uses of General Fund revenue, COVID-19 related proposed budget reductions, and Enterprise Fund rates.

After several questions from Council, the public hearing was opened at 7:41 p.m.:

DuBose Egleston, Jr. (by written comment): suggested that the stormwater fee increase be extended to four years and all seventeen department heads take a percentage reduction in salary as a morale boost to rank and file employees.

With no callers or further comments, the public hearing was closed at 7:43 p.m. Council member McCutcheon moved to introduce the **ANNUAL APPROPRIATION BILL OF THE CITY OF**

WAYNESBORO, VIRGINIA FOR THE YEAR ENDING JUNE 30, 2021. Having been seconded and with no further discussion, the ordinance will be considered for adoption at the May 14, 2020 Regular Business Meeting.

PUBLIC HEARING - TAXES FOR CALENDAR YEAR 2020:

The City Manager reviewed the calendar year 2019 personal property, machinery and tools, and real estate tax rates and stated that the rates will remain unchanged for the 2020 year.

With no questions from Council, the public hearing was opened at 7:44 p.m. With no callers or submitted comments, the public hearing was closed at 7:45 p.m. Council member McCutcheon moved to introduce an ordinance **IMPOSING TAXES FOR THE CALENDAR YEAR 2020 ON PROPERTY AND PERSONS, FOR THE PAYMENT OF INTEREST ON THE CITY DEBT, FOR THE SUPPORT OF THE CITY GOVERNMENT, FOR THE MAINTENANCE OF THE PUBLIC SCHOOLS, AND FOR OTHER EXPENSES, PROVIDING FOR THE ASSESSMENT OF PERSONS AND PROPERTY, FOR THE COLLECTION OF TAXES, REVENUE, ASSESSMENTS ,AND IMPOSING PENALTIES FOR THE FAILURE TO COMPLY WITH THE PROVISIONS HEREOF.** Having been seconded and no further discussion, the ordinance will be considered for adoption at the May 14, 2020 Regular Business Meeting.

PUBLIC HEARING – UTILITY CHARGES, FEES, RATES:

The City Manager confirmed that the resolution for Council’s consideration affirms the current Utility rates will be in effect for the ensuing fiscal year. Council member McCutcheon moved to adopt a resolution **MAINTAINING THE FISCAL YEAR 2020 UTILITY RATES FOR FISCAL YEAR 2021 .**

**A RESOLUTION ^(R20-08)
MAINTAINING THE FY 2020 UTILITY RATES FOR FY 2021**

WHEREAS, the President, Governor of Virginia, and City of Waynesboro have each declared a public health emergency to exist throughout the United States and the Commonwealth of Virginia as a result of the spread of the COVID-19 disease;

WHEREAS, due to the spread of the COVID-19 disease, the citizens of the City of Waynesboro are facing an economic crisis;

WHEREAS, City Council desires to alleviate some of the economic pressure by not increasing the current utility rates; and

WHEREAS, City Council believes it is in the best interest of the City of Waynesboro to maintain the FY 2020 utility rates for FY 2021;

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

1. The monthly utility fee set forth in 30-58(e)(3)(a) shall be the ERU rate of \$3.96 per month for one ERU until modified by City Council. An ERU is 1,600 square feet of impervious surface.

2. The monthly utility fee set forth in 30-58(e)(3)(b) shall be calculated by dividing the impervious surface on the subject property by 1,600 and multiplying by the ERU rate as established by the City Council except that no fee shall exceed 244 ERU’s per month.

FEE SCHEDULE FOR SINGLE FAMILY RESIDENTIAL		
Single Family Residential	ERU's	Monthly Fee
Tier (1) <1,200 sq. ft.	0.5	1.98
Tier (2) 1,200 to 3,000 sq. ft.	1.0	3.96
Tier (3) >3,200 sq. ft.	2.0	7.92

3. Per Sec. 86-28(a)(1), the service charge for each water connection made to the city water system shall be assessed monthly pursuant to the following fee schedule:

5/8-inch meter	\$8.77
1-inch meter	\$22.88
1 1/2-inch meter	\$42.86
2-inch meter	\$74.70
3-inch meter	\$130.99
4-inch meter	\$157.07
6-inch meter	\$196.72
8-inch meter	\$240.25

4. Per Sec. 86-28(a)(2), all water used will be billed at a rate of \$5.21 per 1,000 gallons.

5. Per Sec. 86-139(a), wastewater user charges shall be based on the metered water consumption on the premises. The monthly wastewater user charge shall be billed at a rate of \$8.79 per 1,000 gallons. Monthly service charges shall be billed based on the size of the water meter on the premises as follows:

5/8-inch meter	\$14.25
1-inch meter	\$26.96
1 1/2-inch meter	\$50.48
2-inch meter	\$79.43
3-inch meter	\$112.18
4-inch meter	\$152.53
6-inch meter	\$243.18
8-inch meter	\$381.46

6. The City Manager is hereby authorized to take any other actions that are reasonable and necessary to effectuate the terms of this Resolution.

7. This Resolution shall take effect immediately upon adoption, and the rates shall be applicable to all usages that occur beginning July 1, 2020.

Resolved this 7th day of May 2020.

ATTEST: _____
 Clerk, City Council

 Mayor, City Council

Council member McCutcheon moved to adopt the resolution. Having been seconded and with no questions or comments from Council, the resolution was adopted 5:0:

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

EMERGENCY ORDINANCE: PENALTIES, FEES, AND INTEREST UPON UTILITY PAYMENTS DURING THE COVID-19 PANDEMIC:

In a similar manner, as Council provided COVID-19 relief with meals and lodging tax delinquencies, Council member Hostetter moved to adopt an ordinance forgiving penalties, fees, and interest on unpaid utility payments for the period ending June 30, 2020. Having been seconded and with no discussion, the emergency ordinance was adopted 5:0:

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

POSTPONE MAY 11, 2020 CITY COUNCIL REGULAR BUSINESS MEETING:

Council member McCutcheon moved to postpone the May 11, 2020 Regular Business Meeting and reschedule it to occur on Thursday, May 14, 2020 at 7:00 p.m., allowing the prescribed amount of time to pass between introduction of the budget ordinances and consideration for their adoption. Having been seconded and with no objections, the motion was adopted 5:0:

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

CITIZEN COMMENT PERIOD: With no one calling in or submitting comments, the meeting continued.

ADJOURN: Having no further business to discuss, Council member McCutcheon moved to adjourn the meeting. Having been seconded and with no objections, the meeting was adjourned at 7:50 p.m.:

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

Julia Bortle, MMC, Clerk of Council

Terry R. Short, Jr., Mayor