

Mount Jackson  
Town Council Regular Meeting  
July 13, 2021

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The regular meeting of the Mount Jackson Town Council was held July 13, 2021 at 7:00 PM in the council chambers at 5901 Main Street. Roll call was taken with Mayor Pifer, and Councilmembers Rod Shepherd, Whitney Miller, Bonnie Good, Judy Fultz, and Roger Rudy in attendance. Councilmember Dennis Andrick, attended electronically through Zoom.

Also, in attendance, Neil Showalter, Town Manager; Jeff Sterner, Police Chief; and Debbie Allen, Town Clerk. Mario Rosso, Finance Director, attended electronically through Zoom. Visitor Jim Hines was present. Dave Moore from Cornerstone Technology was present to video record the meeting.

Agenda Additions/Deletions/Changes: None

Hear from Visitors: None

Remarks & Recommendations from the Mayor: None

Remarks from Councilmembers: None

Presentations: None

Chief of Police Report: Chief Sterner stated National Night Out will be August 3rd from 5 PM – 8 PM. The new cameras were installed in the police vehicles and they are working nicely and he thanked the Council for their support. Mr. Sterner stated the installers from Axon, the company the cameras were purchased from, said the Town of Mount Jackson Police Department was the first in the nation to have the cameras installed.

Town Manager Report: Mr. Showalter stated the Town has submitted its final draft reimbursement request for the completion of Wells 7 and 8, for the development of the water treatment plant facility project. That project was conceived approximately 8 years ago, and was designed to expand the daily production capacity to over 900,000 gallons per day, and provide treatment for a growing problem of nitrates in the wells. The project budget was 1.886 million, and the final cost was 1.830 million, \$56,000 under budget. Mr. Showalter stated there are plenty of people to thank; the previous Town Council for having the foresight to get the project started; this Town Council for continuing to follow through and amend it as needed; the previous Utilities Director, Gale Netz; the current Utilities Director, Joey Blankenship; Public Works Director, Randy Lonas who was involved in getting the wells online; the Town Clerk keeping track of files and accepting paperwork from subcontractors; Mario Rosso for helping to finish the paperwork for the final financing; Consultant Karl Schaeffer with Pennoni who has helped with contract supervision of Patterson; and finally a big thank you to Rob Mangrum who pulled the pieces back together. Mr. Showalter stated the Town began this project with the firm Kreye Blankenship, and Bill Kreye unfortunately became ill and passed away in the middle of design and therefore the project was put on hold for some time. Mr. Mangrum stepped in, put the pieces together, filed paperwork with the Virginia Department of Health, helped arrange the financing and deserves a lot of the credit for the follow through on the stalled project.

Mr. Showalter stated Shenandoah Valley Rails to Trails is having a feasibility public webinar online sponsored by the Virginia Department of Conservation and Recreation, which is open to the public but individuals would need to register. Mr. Showalter stated if any councilmembers wish to register to contact him and he will forward the information, or one can go directly to Virginia DCR to register. The webinar is July 21st at 7 PM, and they are reporting having over 8,000 responses to their online survey to review.

Mr. Showalter spoke with a Hardees' representative who has stated August 3rd is the planned opening day, and they wanted to pass along how much they appreciate the welcome they received and are looking forward to a good future relationship with the Town.

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Ms. Good asked if there is any further news regarding sidewalks. Mr. Showalter stated on the south end, the Town has re-upped its application for funding for extending sidewalks on the bridge. The Town feels it has a good case in that VDOT also wants sidewalks on the bridge, and they are going to be endorsing that for the Town. In regards to the north end sidewalks the Town has received all easement agreements, but one easement sought over 1 year ago in order for the Town could to cut trees, has in the meantime expired. Mr. Showalter stated he spoke to a representative of the landowner who is a prominent businessman here in the county, who assured him he would have his business partners take care of getting the new easement back immediately. Karl Schaeffer has been in touch with VDOT to update the Town's bid documents and the Town is waiting on permission to bid the job. Mr. Andrick asked how the sidewalks would be affected on the south end, as far as where the Town boundary ends and the County begins. Mr. Showalter stated the sidewalks exist only on Town property and everything will be constructed within the VDOT right-of-way.

Committee Reports:

1. Finance Committee Chairperson, Rod Shepherd had no report.
2. Ordinance Committee Chairperson, Dennis Andrick had no report.
3. Personnel Committee Chairperson, Roger Rudy had no report.
4. Public Safety Committee Chairperson, Judy Fultz reported June Police Department calls were 941, down 82 from May. There were 10 criminal offenses, 7 cleared by arrest, 1 under investigation, 1 closed pending warrants and 1 closed juvenile petitions obtained. They conducted 702 extra patrols/property checks, 37 foot patrols, and located 2 open doors/windows at 1 location. There was no report from Mount Jackson Rescue and Fire department.
5. Public Services Committee Chairperson, Bonnie Good had no report.
6. Public Properties & Facilities Committee Chairperson, Whitney Miller stated Little League and swim team are both done for the season, and the park and pool have been very busy.

Consent Agenda: Approval – Minutes of June 7, 2021 Special Meeting and Joint Public Hearing  
Minutes of June 8, 2021 Regular Meeting  
Minutes of July 1, 2021 Annual Organizational Meeting

Councilmember Fultz MOVED, seconded by Councilmember Shepherd to APPROVE the Consent Agenda above.

ROLL CALL VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Councilmember Fultz			
Councilmember Miller			
Councilmember Andrick			
Councilmember Shepherd			
Councilmember Rudy			
Councilmember Good			
6 AYES, motion carried			

Old Business: None

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New Business:

1. Discuss Pending Expiration of Ordinance O-04-2020 – An Emergency Ordinance to Effectuate the Continuity of Government of the Town of Mount Jackson, Virginia, In Accordance with Virginia Code Section 15.2-1413.

Mr. Showalter stated the Governor has determined the end of the COVID emergency in Virginia. The Town Council passed an emergency ordinance when the pandemic began that would allow councilmembers to meet electronically within the Virginia guidelines in the event of an emergency. The emergency ordinance will expire six months after Shenandoah County declares the emergency is over. Mr. Showalter spoke with Evan Vass with Shenandoah County, who suspects at their July 27th meeting, the County will most likely recognize the end of the emergency. There is nothing in the ordinance that prevents the Council from deciding henceforth to meet in person as long as no laws are violated. Furthermore as a part of the electronic meetings, the Town had been providing a video stream on YouTube. While no action may be necessary on revoking the ordinance, the staff is looking to the Council for some guidance regarding streaming, as to whether to continue or discontinue the video stream, to save the expense and set up of doing so.

Mr. David Moore stated over the past three months the average viewership is approximately four, one being himself as he checks to stream to make sure it is working properly; whereas 6 months ago the average was 15-20. Mr. Shepherd asked if streaming is discontinued after tonight, how easily could it be reactivated if needed. Mr. Moore stated a day or so, with a phone call to him for this request. Ms. Good asked about the expense of the streaming site. Mr. Moore stated it is streaming from a YouTube channel he owns. Mr. Showalter stated there is no fee for the channel, but there is a manpower fee for the individual conducting the stream. Ms. Good stated she does not feel it is necessary to utilize the streaming option any longer, and anyone who attends the meetings in person who feels uncomfortable can wear a mask and social distance.

Councilmember Good MOVED, seconded by Councilmember Andrick to APPROVE Discontinuing the YouTube Stream Option for Meetings.

ROLL CALL VOTE:

AYE

NAY

ABSTAIN

ABSENT

Councilmember Fultz  
Councilmember Miller  
Councilmember Andrick  
Councilmember Shepherd  
Councilmember Rudy  
Councilmember Good  
6 AYES, motion carried

2. Authorize Staff to Retain Consultant to Develop Project Estimates for Main Street Water Main Replacement.

Mr. Showalter stated he would like to revisit a project that ground to a halt in 2018. The Council engaged Pennoni in January 2016 to do survey work on particular stretches of water line defined in the memo in the council packet, and to make a preliminary design of a replacement water system for the water mains in that designated area. That survey work and drawings were done but it was never taken to bid opening. In regards to the American Rescue Plan Act, water infrastructure projects such as this appear to have coverage under their guidelines. The Town is reviewing this project again with the intent to redesign it in phases, where there are individual segments and their related costs. Mr. Showalter stated he can then present these segments to the Council, which should mostly be reimbursed with the ARPA funds that have become available.

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Mr. Showalter stated he has a \$5,000 limit per the Town code of what he can authorize, and \$10,000 in cooperation with the Mayor. He estimates it will take \$12,000-\$15,000 to set aside what is left on this project and redefine it into a scalable water main replacement project. Mr. Showalter stated he needs professional help to budget this, determine how much the Town can afford, and what sections might be the most important ones at this time. Staff is asking for approval to retain Pennoni for a redirection in this project on a time and materials basis, and to spend up to \$15,000.

Mayor Pifer asked if the size of the project, which originally was 4,000 feet, is still the same. Mr. Showalter stated it is the same, and referred to the first page of the Pennoni proposal from January 11, 2016, listing four items; a) replace the existing 6" water line between Mill Creek and Perry Trail Park (approximately 4,000 LF); b) replace the portion of 6" water line between Main Street and Well 2A (approximately 500 LF); replace water service laterals, generally along the west side of Main Street; and d) connect new water main to other existing water mains as deemed necessary. Mayor Pifer asked if the 4,000 feet was the bare minimum or is there a need for more area upgrades, and Mr. Showalter stated he did not know at this time. Mayor Pifer stated with that funding now available, it may be the time to evaluate if more area should be upgraded as well.

Councilmember Good MOVED, seconded by Councilmember Andrick to APPROVE staff the authority to retain Pennoni on a time and material basis, for an amount up to \$15,000, to update this project, and divide it into areas of cost.

Mr. Shepherd stated he wants to make sure the Town is able to include what has previously been done, as some \$50,000 is already paid towards this project. Mr. Showalter confirmed that is correct, the work from the old contract would be set aside as not complete because the Town's needs have changed and there is no need to invoke the bid portion of that contract. Mr. Showalter stated the original proposal which is included in the council packet, shows a contract amount of slightly over \$42,000 with payments of \$37,000 already made.

Ms. Good asked in Attachment B why the Town is being charged the extra 10% in some cases, i.e., transportation plus 10%, meals plus 10%, lodging plus 10%. Mr. Showalter stated he was unsure, but did verify Karl Schaeffer lives local, so travel and lodging are basically off the table. Mr. Showalter stated he understands it to be out-of-pocket costs plus 10%, and 95% of their fees are actually hourly rates, but he will ask Mr. Schaeffer as well. Mr. Andrick stated that is a common add-on, an overhead for management, and 10% is low as it normally is 25%.

ROLL CALL VOTE:

AYE

NAY

ABSTAIN

ABSENT

Councilmember Fultz  
Councilmember Miller  
Councilmember Andrick  
Councilmember Shepherd  
Councilmember Rudy  
Councilmember Good  
6 AYES, motion carried

3. Acceptance of Fiscal Year 2022 Fuel Bids.

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Mr. Showalter stated in early June the Town Clerk sent requests to bid to local fuel suppliers, Holtzman Oil and Emmart Oil, and both were received in a timely matter. In the three bid categories, Emmart Oil's fixed margin was less than the other bid, and therefore staff is recommending the Town accept the Emmart Oil bid for fuel for the upcoming fiscal year.

Councilmember Good MOVED, seconded by Councilmember Rudy to APPROVE the acceptance of the Emmart Oil bid for fuel for FY 2022.

Mr. Showalter stated Emmart Oil's price per gallon was lower on all three types of fuel, but the reason the Town asks for the margin is because fuel prices change daily and staff may ask to be shown what they pay for the fuel and how much their markup is, which needs to be the same as shown on the bid sheet.

ROLL CALL VOTE:

AYE

NAY

ABSTAIN

ABSENT

Councilmember Fultz  
Councilmember Miller  
Councilmember Andrick  
Councilmember Shepherd  
Councilmember Rudy  
Councilmember Good  
6 AYES, motion carried

Mr. Showalter stated today VDOT closed the covered bridge because a tractor trailer hit it. Fortunately, it only impacted a few of the inside members of the support system. VDOT felt they could safely re-open it in the evening but it will take a few days to do the internal repairs and it will be closed on and off for the coming week or so. Mayor Pifer asked if the tractor trailer was travelling towards or away from Route 11. Chief Sterner stated it was travelling away from Route 11. Mr. Showalter stated a VDOT representative told him a citizen saw it happen and blocked the driver with her vehicle until the police arrived. Chief Sterner stated he estimates this occurs about every 6 months.

Motion made by Councilmember Shepherd to adjourn the meeting at 7:39 PM.

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Deborah "Debbie" L. Allen, Clerk

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Donald "Donnie" I. Pifer, Mayor