

**REGULAR MEETING OF STAUNTON CITY COUNCIL**  
**Thursday, February 9, 2017**  
**7:30 p.m.**  
**Council Chambers**

**PRESENT:**           **Carolyn W. Dull, Mayor**  
                  **Ophie A. Kier, Vice Mayor**  
                  **Erik D. Curren**  
                  **James J. Harrington**  
                  **Andrea W. Oakes**  
                  **Walter J. Obenschain**

**ABSENT:**           **R. Terry Holmes**

**ALSO PRESENT:** **Stephen F. Owen, City Manager**  
                  **Steven L. Rosenberg, Deputy City Manager**  
                  **Douglas L. Guynn, City Attorney**  
                  **Linda L. Little, Clerk of Council**

Mayor Dull called the meeting to order. The Pledge of Allegiance was recited in unison.

**MAYOR'S REPORT**

Mayor Dull commented on the wonderful NAACP Annual Unity Prayer Breakfast, which all council members attended.

**ADDITIONAL ITEMS BY MEMBERS OF COUNCIL**

Vice Mayor Kier stated that in honor of Black History Month, he would like to thank Laten Bechtel, who has written two books and helped with a third. He also mentioned that he was sponsoring a forum on race, which will be held on February 21<sup>st</sup> at 7:00 p.m. in Council Chambers.

**APPROVAL OF MINUTES**

Ms. Oakes moved to approve the work session and regular meeting minutes of January 26, 2017.

The motion was seconded by Dr. Harrington and carried unanimously as follows:

|                |     |                 |     |
|----------------|-----|-----------------|-----|
| Dr. Harrington | aye | Ms. Oakes       | aye |
| Dr. Curren     | aye | Vice Mayor Kier | aye |
| Mr. Obenschain | aye | Mayor Dull      | aye |

**REGULAR MEETING****A. Recognition of Cindy Steed for Years of Service to the City of Staunton**

Retired Utilities Supervisor Cindy Steed was recognized on the occasion of her recent retirement from City service. Mr. Owen mentioned the following achievements of Ms. Steed during her career with the City:

- 23 years of service with the Finance Department as Supervisor of Purchasing and Utilities
- She was the first stop for citizens, vendors, customers and bidders, for complaints for water and sewer problems, lawsuits and insurance claims against the City
- Successfully completed the update of the city's purchasing policy with Council adopting the Code of Virginia's Procurement Policy
- Headed up a committee to bring the Virginia Association of Governmental Purchasing conference to the City of Staunton in March 2009, by coordinating with statewide committees and working with the Stonewall Jackson Hotel to make the conference a success and showplace the City
- Was presented an award by VML Insurance Programs in recognition of her efforts in the area of risk management
- One of four individuals across the state recognized by VML Insurance Programs in 2010 for her outstanding efforts in the area of risk management for creating a city wide safety committee, creating a strong training program for employees and spending a significant amount of time on consolidating all safety regulations into a single document for the City
- Her efforts have resulted in the City's continuous receipt of the GOLD Award for risk management guidelines, through the Virginia Municipal League, by meeting all the guidelines in the time allowed for standards
- Was appointed to the SAW Firing Range Committee, which she organized, resulting in the realization of the range for Staunton, Augusta County and Waynesboro

Mr. Steve Owen, City Manager, presented Ms. Steed with a certificate of appreciation from the City.

**B. Consideration of Application for SAFER Grant**

Mr. Owen stated that before Council was a request by the City of Staunton Fire and Rescue Department for authorization to make an application for a SAFER grant. He indicated that SAFER stands for the Staffing for Adequate Fire and Emergency Response Grants which are managed by the Federal Emergency Management Agency's Assistance to Firefighters Grants (AFG) Program Office. The goal is to assist local fire departments with staffing and deployment

capabilities so they may respond to emergencies whenever they occur, assuring their communities have adequate protection from fire and fire-related hazards.

The City of Staunton Fire and Rescue Department's request is for authorization to make an application for a SAFER grant for a total of six firefighter positions. A firefighter position starting salary is \$33,994, plus 37% benefits, totaling \$53,875 per position. The six firefighter positions will total \$323,250 per year, for an aggregate of \$969,750 over the three year SAFER grant period. Of this amount, the grant would fund \$598,012 (\$242,437 for years in each of the first two years and \$113,138 in the third year), with a local prescribed cost share of \$371,736 (\$80,812 in each of the first two years and \$210,112 in the third year).

Ms. Oakes moved that City Council authorize staff to apply to the Federal Emergency Management Agency for a SAFER grant, for the purpose of establishing six positions in the Fire and Rescue Department, as proposed.

The motion was seconded by Dr. Curren and carried unanimously as follows:

|                |     |                 |     |
|----------------|-----|-----------------|-----|
| Dr. Curren     | aye | Vice Mayor Kier | aye |
| Mr. Obenschain | aye | Mayor Dull      | aye |
| Ms. Oakes      | aye | Dr. Harrington  | aye |

#### **C. Introduction of an Ordinance to Change the Polling Place for Ward No. 1**

Mr. Owen called on Mr. Jim Kivlighan, Chairman of the Electoral Board, and Ms. Molly Goldsmith, City Registrar.

Mr. Kivlighan stated that they are requesting that City Council consider an ordinance to change the polling place for Ward No. 1 from Bessie Weller Elementary School to Third Presbyterian Church. He noted that the change would facilitate a smoother election process because of the various school activities that occur during poll hours. He further noted that the new location was only 1.3 miles from the current location and is believed to have ample parking and to fulfill accessibility requirements.

Dr. Harrington moved to introduce an ordinance to change the polling place for Ward No. 1 from Bessie Weller Elementary School to Third Presbyterian Church, and to schedule a public hearing on the proposed ordinance during Council's regular meeting on February 23, 2017.

The motion was seconded by Vice Mayor Kier and carried unanimously as follows:

|                 |     |                |     |
|-----------------|-----|----------------|-----|
| Mr. Obenschain  | aye | Mayor Dull     | aye |
| Ms. Oakes       | aye | Dr. Harrington | aye |
| Vice Mayor Kier | aye | Dr. Curren     | aye |

#### **D. Consideration of FY18 Holiday Schedule**

Mr. Owen called on Mr. Jon Venn, Director of Human Resources. Mr. Venn stated that the City of Staunton observes 10 paid holidays annually, plus other holidays as designated by City Council (Personnel Policy 5.3). The holiday schedule is planned in advance to allow employees and departments time to plan and coordinate operations. The following is the proposed schedule:

| <b>Holiday</b>              | <b>Date Observed</b>        |
|-----------------------------|-----------------------------|
| Independence Day            | Tuesday, July 4, 2017       |
| Labor Day                   | Monday, September 4, 2017   |
| Thanksgiving Day            | Thursday, November 23, 2017 |
| Day After Thanksgiving      | Friday, November 24, 2017   |
| Christmas Day               | Monday, December 25, 2017   |
| New Year's Day              | Monday, January 1, 2018     |
| Martin Luther King, Jr. Day | Monday, January 15, 2018    |
| Presidents Day              | Monday, February 19, 2018   |
| Memorial Day                | Monday, May 28, 2018        |
| Personal Holiday*           | Discretionary               |

1. Consider designating Monday, July 3, 2017, as an additional holiday to allow employees additional time to travel and participate in Independence Day-related activities.
2. Consider designating Tuesday, December 26, 2017, as an additional holiday to allow employees additional time to travel and participate in Christmas-related activities.

Dr. Curren moved to adopt the fiscal year 2018 holiday schedule as presented with the addition of Monday, July 3, 2017, and Tuesday, December 26, 2017, as City holidays.

The motion was seconded by Dr. Harrington and carried unanimously as follows:

|                 |     |                |     |
|-----------------|-----|----------------|-----|
| Ms. Oakes       | aye | Dr. Harrington | aye |
| Vice Mayor Kier | aye | Dr. Curren     | aye |
| Mayor Dull      | aye | Mr. Obenschain | aye |

**E. Introduction of an Ordinance Amending Various Provisions of the Staunton City Code as it Relates to City's Senior Planner Position**

Mr. Owen called on Mr. Steve Rosenberg, Deputy City Manager. Mr. Rosenberg noted that this ordinance was initially presented to Council on January 26<sup>th</sup>. He explained that as of January 1, 2017, the City of Staunton, through its city manager, administratively reorganized to establish the Community Development Department. The department combines the functions and services previously offered by the Planning and Inspections Department and by the Engineering Department. As part of the reorganization, the position of "Senior Planner" was established as part of the Community Development Department and will assume essentially the responsibilities of the eliminated position of "Planning Director."

Currently, the Staunton City Code variously references what actually is the same position as the "Director of Planning and Development," the "Director of Planning and Inspections," the "Director of Planning," and "director." Given the reorganization and elimination of the position, the City Code merits amendment to reflect the same and to achieve greater uniformity of reference as it relates to the change in positions and title.

The draft ordinance was referred to the Planning Commission for public hearing and consideration at its meeting on January 19. After conducting the public hearing, the Commission unanimously recommended adoption of the ordinance.

Mr. Obenschain moved to introduce an ordinance to amend various provisions of the Staunton City Code as it relates to City's Senior Planner position, and to schedule a public hearing on the proposed ordinance during Council's regular meeting on February 23, 2017.

The motion was seconded by Ms. Oakes and carried unanimously as follows:

|                 |     |                |     |
|-----------------|-----|----------------|-----|
| Vice Mayor Kier | aye | Dr. Curren     | aye |
| Mayor Dull      | aye | Mr. Obenschain | aye |
| Dr. Harrington  | aye | Ms. Oakes      | aye |

### **Matters from the City Manager**

Mr. Owen stated that he had nothing to report.

### **Council Member Point of Order**

Ms. Oakes called a point of order. She stated that a correction was made to the minutes.

Ms. Oakes moved to amend the motion concerning the approval of the minutes of the work session of January 26, 2017, to confirm the grammatical change as to the Planning Commission conducting a public hearing.

|                |     |                 |     |
|----------------|-----|-----------------|-----|
| Mayor Dull     | aye | Mr. Obenschain  | aye |
| Dr. Harrington | aye | Ms. Oakes       | aye |
| Dr. Curren     | aye | Vice Mayor Kier | aye |

### **Matters from the Public**

Mr. Baldwin Jennings, 332 Sharon Lane, stated he still was not in favor of the proposed \$40 million for renovations to Lee High School.

Mr. Bill Lobb, 410 Rainbow Drive, stated that he was present to correct a few of the mistakes reported in the local papers about the high school project.

The following were present in favor of more funding or a new high school:

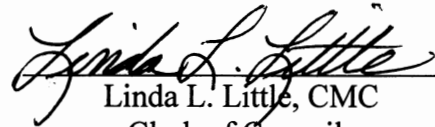
Ashley Kane, 311 Valley View Drive  
Jennifer McNee, 217 Fayette Street  
Martha Ware, 308 Valley View Drive  
Ellen Lucius, 414 Glen Avenue  
Summer Fitzgerald, 11 N. Washington Street  
Christine Poulson, 315 Sherwood Avenue  
Lacey Dean, 330 Sherwood Avenue  
Lisa O'Shea, 114 North Madison Street  
Clayton Brooks, 891 Preston Drive  
Bridget Kane, 311 Valley View Drive

Elizabeth Bernhardt, 314 Woodmont Drive, stated that she was in favor of having the current conditions at Lee High School addressed.

Frances Fairfield, 118 Thornrose Avenue, spoke in favor of renovations to the current Lee High School.

**Adjournment**

There being no further business to come before Council, the meeting adjourned at 8:52 p.m.

  
Linda L. Little, CMC  
Clerk of Council