

REGULAR COUNCIL MEETING AUGUST 13, 2024

The Edinburg Town Council met in a regular session on Tuesday, August 13, 2024. Mayor Harshman called the meeting to order at 7:29 p.m. All the Councilmembers were present. Also present were Steve Crisman, Kerry Higdon, Kathy Chapins, Casey Bergey, Kenny Bryant, Nancy L. Bowman, Donia Ryman, Donald Baber, Jamie Ryman, Andy Chapins, Trey Rorie from the Northern Virginia Daily and Capt. Glenn Ogle from the Shenandoah County Sheriff's Office.

Mayor Harshman asked if anyone had anything that was not on the agenda.

A group of property owners from Wiers Lane expressed their concerns about issues with the road to the Town's water tower.

A motion was made by Councilman Baird and seconded by Councilwoman Wymer-Hollar to approve the minutes of the July 9, 2024 regular meeting. Motion carried.

A motion was made by Councilman Wood and seconded by Councilman Dellinger to approve the Treasurer's report and to pay all the bills as presented. Motion carried.

Mayor Harshman stated that there was no monthly report from Inboden.

Mayor Harshman reported that he has asked Inboden to schedule a time to assist the Town with installing new air actuator valves and air lines on the 3 smaller filter units.

Mayor Harshman reported that the lead pipe inventory is almost completed and for the most part, the Town is in pretty good shape. There are a few dozen homes that were labeled as having galvanized lines which will need to be replaced on the homeowner's side of the meter and they will be receiving a letter explaining the situation. As a part of this letter, the mayor would like the Town to provide a free lead test to these homes if they request it at an estimated cost of \$50 per test, which will be \$1,800 for 36 homes. The mayor stated that this is not a requirement, but he feels it is the right thing to do to make sure that no one does have a problem. The mayor stated that if lead is found in a home, the cost of correcting the problem will fall on the property owner and if the results are unknown, it would be considered as lead. Mayor Harshman also reported that the Town has a couple of galvanized lines that should be replaced.

As the mayor reported last month, there have been a number of requests for new construction water and sewer service, some of them are in town and one is out of town in Edinburg Manor.

Mayor Harshman reported that most of the materials have been delivered to Cave Springs for the waterline replacement and the project is scheduled to start sometime this month. He also reported that Ron Ross had 2 Cave Spring residents who currently have wells ask about hooking up to the new line. The Town Code requires Town Council approval of any out-of-town water connections and since accommodations for any new taps will need to be installed during the line installation, the mayor asked the Council if they were okay with the Town allowing Cave Spring property owners with wells to join the lines. The Council agreed that this was okay.

Mayor Harshman reported that one of the new taps will require an extension of the 2 ½ inch line that the Town Crew installed in 2022. This will not be part of the line replacement project and Ron Ross feels that the Town Crew can handle it, but any other expenses involved will need to be paid by the property owner.

Mayor Harshman reported that Ortt's Electric has completed the upgrade and electric service for the water pump station at the 200,000-gallon water tank. He also reported that everything has been finalized with Patterson Construction to complete the project and the Town is just waiting to hear about a start date.

The Street Committee had no report. Mayor Harshman reported that during a recent meeting with the Madison Village Homeowners Association (HOA) members, the condition of the sidewalks and streets came up. The mayor also reported that when the developer stopped building, the streets and sidewalks remained private rather than being transferred into the State Maintenance Program, but they are showing their age and will need extensive work before VDOT would accept them.

Mayor Harshman reported that the Town has been holding an Irrevocable Letter of Credit (LOC) for \$233,000 on this project since it began in 2005. He has been keeping an eye on it to make sure that it stays in place since it renews every 6 months unless the Town is notified by certified mail 60 days prior to the renewal date.

Mayor Harshman reported that with the comments from the HOA and the fact that it appears the developer has stopped building, he contacted VDOT about doing an inspection of the sidewalks and roadways. He also contacted the Town Attorney to make sure he was doing everything properly and that the LOC was still in place. The mayor reported that the issuing bank has changed names a few times since 2005, but the individual that issued the LOC is still with the bank and the Town Attorney has worked with this person in the past and contacted him about the possibility of drawing on the LOC if work needs to be completed to bring the sidewalks and roadways back up to VDOT standards. Mayor Harshman reported that the VDOT inspection was not good and he passed it along to David Madison, the developer and the bank and if he doesn't hear anything from Mr. Madison, he will begin looking for quotes to do the necessary work and draw on the LOC to complete the work.

The Ordinance Committee had no report.

The Personnel Committee had no report.

The Finance Committee had no report. Mayor Harshman reported that every year, the Town has been arguing with the Workman's Compensation auditor about which category is assigned to the hours worked for the Maintenance Department. In the past, they have always allocated sewer hours to the higher rate street cleaning category and the problem seems to have been the percentage breakdown that is used for the Budget and the payroll allocations. The mayor reported that the Town Treasurer worked with someone at VRSA Insurance to develop a spreadsheet that she now uses to do an actual allocation based on the Maintenance Department's timesheets which identify exactly what they worked on and for how long. In the past, the Town ended up owing a balance above what the Workman's Compensation rate was estimated at, but this year the Town ended up with a credit of \$816.

The Property Committee had no report. Mayor Harshman reported that the air conditioning has been replaced in the Police Department. He also reported that a freon leak was found on one of the units at the Edinburg Mill and has been fixed. The mayor also reported that the other unit at the Mill has major electrical damage since the compressor exploded and broke all the freon gas lines. It is believed that these problems were a result of the lack of 3-phase power after the power outage in late July when a tree fell on the wires along Massie Farm Lane at the rear of the Mill property.

Mayor Harshman reported that Dominion Energy wired something incorrectly when restoring the power to the Mill and there was no 3-phase power for about 36 hours. This affected the 4 large rooftop HVAC units, the elevator and the exhaust fan for the restaurant. Thankfully, it only caught the one HVAC unit and everything else appears to be running okay now that the 3-phase power has been restored.

Mayor Harshman reported that this has been turned into Insurance, Boiler and Machinery coverage. The quote to repair the electrical damage and replace the compressor is \$7,500. The mayor reported that there is some concern about whether the system can be flushed out completely after the extensive damage and if not, it could negatively impact the new compressor.

Mayor Harshman reported that to replace the HVAC unit completely will cost \$18,000 and it will not be an easy changeout due to where the unit is located and the amount of ductwork that will need to be removed to access the unit. The Town's insurance carrier is sending out an adjuster to inspect the unit before deciding what might be covered and there is a \$1,000 deductible, but hopefully the insurance will cover some if not all the additional costs.

Mayor Harshman reported that James Riffey is painting the garage and the doors at the King Cola building. The mayor and Ron Ross met with a contractor about doing the windows and siding on the rest of the building, but he has not had much luck in getting anyone to call him back.

Mayor Harshman reported that the delivery date for the new dump truck has been moved out to November and he has authorized one change that amounted to an additional \$1,200 to get aluminum wheels instead of steel.

The Cemetery Committee had no report. Mayor Harshman reported that he has ordered the flags for the veteran's graves in the cemetery and he hopes to start the installation of the flag holders soon. Between the cost of the flags and the pipe for the holders, the Town will be looking at around \$800 in expenses. The mayor reported that he was able to order 200 flags through a wholesaler that has been used to make purchases for the gift shop at the Mill, which saved quite a bit. He also stated that volunteers are still needed for the Wreaths Across America project.

Councilwoman Wymer-Hollar called attention to the Park & Pool Report and reported that there were no weather closings in July. She reported that the pool is now only open on weekends through Labor Day and the Paws in the Park will be on September 7th. She also reported that there are 4 more pool parties scheduled and a lot of people have been using the park. She stated that a lot of people have asked her questions about when the tennis court will be repaired. Councilwoman Wymer-Hollar also hopes that the chair lift will be repaired for next year and the tarp that was damaged by the recent storm will be replaced.

The Insurance Committee had no report

The Health and Safety Committee had no report. Capt. Ogle stated that the Sheriff's Department is still short-staffed and Councilman Wood thanked the officers for doing a great job.

Mayor Harshman reported that there is nothing new on the VDOT study of the Rail with Trail. He also reported that there will be a lunch meeting on August 22nd at 11:45 a.m. at the Edinburg Mill, which is a part of a series of meetings being held with speakers talking about the impact of a Trail on our communities and why it makes sense to invest in a Trail. The mayor stated that this meeting will be about the economic benefits of the Trail.

Mayor Harshman reported that he has once again set up an Edinburg exhibit for the month of August at the Clearbrook Welcome Center along with the County and the other towns. The exhibit highlights the Ole Time Festival, the Museum at the Mill and local businesses. Mayor Harshman also reported that this exhibit is always larger than the others and they save him a spot right inside the front door that is in full view when visitors come in and out and the Clearbrook Staff always tells him that visitors spend time looking at the exhibit and find it interesting. The mayor provided a picture of the display for the Council to see.

Mayor Harshman reported that thanks to Alice Findler, there is a new sign at the Edinburg Mill that tells visitors about the types of ducks they might see while visiting the Mill. The sign also

addresses the fact that bread isn't good for the ducks, but it will probably not stop people from feeding them.

Mayor Harshman reported that Alice Findler also did a power point presentation on the Rain Garden and it will be shown on a loop at the Museum to educate visitors on why it was done and how it benefits the creek.

Mayor Harshman reported that he will be attending another meeting on water quality that will be held by the DEQ this month. As he told the Council last month, the project they are working on will cover the study of sediment in the Stony Creek, Crooked Run and Pugh's Run waterways.

Mayor Harshman reported that the Tourism Council did not meet in July, but all the Towns met at the Chamber Office to discuss ways to promote local businesses as it moves closer into the Holiday Season.

Mayor Harshman reported that the next Town & County Dinner will be held by Strasburg at the Box Office Brewery on October 23rd.

The Architectural Review Board did not meet.

The Planning Commission did not meet.

There were two Zoning Permits issued:

1. Brian Fitchett
S. Grove Ave.
Single Family Home
2. Brian Fitchett
S. Grove Ave.
Single Family Home

There was no report from the Town Attorney.

Mayor Harshman reported that there is not much going on at the Wastewater Treatment Plant, but there are still 2 punch list items that have not been completed. He also reported that everything is going good with the operation of the new plant.

Mayor Harshman reported that the Town has finally received the audit for the year beginning July 1, 2022 and ending June 30, 2023 and he asked the Council to consider approving the audit as presented. A motion was made by Councilman Dellinger and seconded by Councilman Beachy to accept the audit for the year beginning July 1, 2022 and ending June 30, 2023 as presented. Motion carried.

Mayor Harshman asked the Council to consider the options for the software necessary to upgrade the utility billing system. The mayor stated that the Town was notified last month that the software that is currently being used will be phased out over the next 7 months and will need to be replaced. The Town reached out to two other companies to look at their products and pricing compared to the current software provider. The mayor stated that the Town received quotes from 3 firms: Southern Software, IWorQ Systems, Inc. and gWorks. The Council reviewed the 3 options. The mayor reported that gWorks is the replacement for the current software and the annual billing price includes service and support and they have something that allows customers to access their billing information called the "Front Desk" annual subscription for 100 active users at a cost of \$420 and each additional 50 users costing \$210. The Town Treasurer feels that this is a feature that customers will use, so there would be an additional fee of \$420 for the first

year. Mayor Harshman feels that the \$3,000 annual fee, which includes service and support, plus the \$420 “Front Desk” fee with a company that the Town already works with makes the most sense right now. A motion was made by Councilman Beachy and seconded by Councilman Wood to approve the quote from gWorks for \$3,420. Motion carried.

Mayor Harshman asked the Council to consider the quote from Robinson, Farmer & Cox Associates to perform the July 1, 2023 to June 30, 2024 audit. Mayor Harshman stated that as the Council knows, Brown Edwards has been very slow in completing the 2022-2023 audit. The completion date was supposed to be the end of March 2024 and the Council is just accepting the final product at the August meeting. This is after the Town paid them over \$17,000 in accounting fees to go through the QuickBooks report to prepare for the audit that they then charged \$40,000 to complete. The mayor checked with the other towns to see who they used for doing audits and they all responded with the Staunton office of Robinson, Farmer & Cox Associates. Mayor Harshman reported that he contacted them to see if they would be interested in taking the Town on as an audit customer and they responded with a quote of \$20,000 to do the 2023-2024 audit. A motion was made by Councilman Wood and seconded by Councilman Beachy to accept the quote for \$20,000 from Robinson, Farmer & Cox Associates to perform the audit for the 2023-2024 Budget Year. Motion carried.

Mayor Harshman reported that he and the Council received a request from Kerry Higdon to have the “Higdon Meadow” on her property at 520 Stony Creek Boulevard. Mrs. Higdon stated that she received nuisance letters from the Town regarding her backyard and she explained that rather than treating the area as a nuisance, she is creating a “meadow” so she can preserve the landscape for animals to move through. She also stated that she was a Master Gardener and explained the ecological benefits of the meadow and how important it was for the ecosystem. A motion was made by Councilman Wood and seconded by Councilman Beachy to approve the Higdon Meadow in the rear of the property at 520 Stony Creek Boulevard out of view from the road and suggest that the Council look at the wording in the Ordinance. Motion carried.

Councilwoman Wymer-Hollar thanked the Mayor, the Town Council, the Town Clerk, the Town Treasurer and Sue Harshman for helping with and supporting the pool.

With no further business, a motion was made by Councilman Wood and seconded by Councilman Dellinger to adjourn the meeting. Motion carried. The meeting adjourned at 8:52 p.m.

Daniel J. Harshman, Mayor

Mary L. Lowerre, Town Clerk