

REGULAR COUNCIL MEETING FEBRUARY 14, 2023

The Edinburg Town Council met for a Joint Public Hearing on Tuesday, February 14, 2023. Mayor Harshman called the Joint Public Hearing to order at 7:00 p.m. All the Council Members were present. Also present were Mr. Robert Thompson, Mr. Steve Crisman, Mr. Harris Thompson, Ms. Stacy Windle, Pastor Katie Gosswein, and Mr. Jim Hines.

The purpose of the Joint Public Hearing was to receive comments on a Special Use Permit Application from HAM Rentals, LLC to convert 213/215 Piccadilly Street from 2 rental units to 4 apartments.

The Mayor asked if anyone had any comments. There were no comments.

A motion was made by Councilman Dellinger and seconded by Councilman Beachy to adjourn the Joint Public Hearing at 7:05 p.m. Motion carried.

Councilwoman Reistetter asked Mr. Thompson if he had gotten approval from the Architectural Review Board (ARB) for the siding and new door that he was proposing. He stated that he had and then showed the Planning Commission a parking lot layout for the new and existing apartments on the adjoining property.

The layout showed a possible solution for the lack of sufficient property at 213/215 Piccadilly Street to provide off-street parking. Mr. Thompson proposed adjustments to the property lines of the other adjoining properties that are also owned by HAM Rentals, LLC to give the needed parking space to 213/215 Piccadilly Street. By doing this, it will eliminate any concerns about future sales of any of the properties separately with each property having its parking area on the same lot as the building it serves. It was suggested that Mr. Thompson talk to his attorney about this being accomplished with simple boundary line adjustments, which will require surveying of the lots and the establishment of new property lines.

After a few more questions and discussion, the Planning Commission recommended approval of the Special Use Permit application to the Town Council.

The Edinburg Town Council met in a regular session on Tuesday, February 14, 2023. Mayor Harshman called the meeting to order at 7:30 p.m. All the Council Members were present. Also present were Mr. Steve Crisman, Mr. Harris Thompson, Pastor Katie Gosswein, Mr. Jim Hines and Dep. Spencer Smith from the Shenandoah County Sheriff's Department.

Mayor Harshman asked if anyone had anything that was not on the agenda. Pastor Gosswein stated that she is the Pastor at the Edinburg Lutheran Church and she was at the meeting on behalf of the Shenandoah Alliance for Shelter and she thanked the Town for the ARPA fund donation to the Alliance for Shelter. She also stated that she hoped that the 4 apartments on Piccadilly Street will be affordable.

A motion was made by Councilman Baird and seconded by Councilman Dellinger to approve the minutes of the January 10, 2023 regular meeting. Motion carried.

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

Councilman Beachy called attention to Inboden's report. Mayor Harshman reported that things are still stable at the Water Treatment Plant (WTP) with the Plant going into daily standby, but there is still some high usage and the operators think there may still be some undiscovered leaks. Mayor Harshman also reported that the leak detection equipment that the Council approved at the last meeting has come in.

Mayor Harshman reported that the Town is still waiting on parts and price quotes from the filter people. Mayor Harshman reported that the membranes were last replaced in 2013 and it appears that the cleaning process that began in 2013 has worked well. Prior to that, the Town was lucky to go five years before having membrane issues. Mayor Harshman reported that membrane is running about \$850 a piece and 30 of them are needed, so replacing them may need to be staggered.

Mayor Harshman reported that Inboden submitted the Annual Pretreatment Report to the DEQ in January. Coleman Microwave is still the only industrial user that the Town has.

The Street Committee had no report. Mayor Harshman reported that the Town received an email from Mr. Leonard Greisz, who lives at 117 Stony Creek Boulevard thanking the Town and Mr. Ron Ross for the resurfacing of Creek View Lane. Mayor Harshman reported that the Town has received \$25,060 for snow removal to date along with the \$7,000 sign up bonus. He also reported that the streets were cleaned last week.

The Ordinance Committee had no report. Mayor Harshman reported that the Town Clerk has finished entering the Town Code updates other than the addition of the short-term rentals. Mayor Harshman asked the Council if he should go ahead and proceed with the addition of short-term rentals to the Town Code. A motion was made by Councilman Wood to approve the addition of short-term rentals to the Town Code. Councilman Beachy asked several questions regarding the short-term rentals. Mayor Harshman reported that there is currently nothing in the Town Code for Bed & Breakfasts or short-term rentals, but the County and all the Towns have sections in their Codes for both. Mayor Harshman also reported that the Town will be sending out notices to the owners of the short-term rental properties about the new sections of the Town Code. Councilman Beachy seconded the motion to approve the additional of short-term rentals to the Town Code. Motion carried.

The Personnel Committee had no report. Mr. Harshman reported that Mr. Codey Heltzel is fitting in well with the Maintenance Department.

The Finance Committee had no report. Mayor Harshman reported that work will soon be starting on the 2023-2024 Budget.

The Property Committee had no report. Mayor Harshman reported that Mr. Ross is gathering information about some options for a large dump truck that will not require a CDL. Ford has larger, lightweight trucks, but after discussing it with Mr. Ross, Mayor Harshman believes it would be better to work with someone like International that can build what the Town needs while still providing a heavy truck.

Mayor Harshman reported that VDOT has some weight requirements for the front end of any truck that is going to be used with one of their plows. Meeting this makes it impossible to move away from the CDL requirement, so the Town might have to purchase a plow for the larger truck like the Town does for the smaller trucks.

Mayor Harshman reported that a truck like the Town needs is going to cost more than \$100,000 which is a lot, but the Town will probably get more than 20 years use out of it. Mayor Harshman is going to talk to Ms. Amanda Kerns from the Northern Shenandoah Valley Regional Commission (NSVRC) about the possibility of using some of the American Rescue Plan Act (ARPA) funds for at least a down payment if the Town decides to move forward. Mayor Harshman has been told that a truck ordered tomorrow would not be delivered until sometime in 2024.

The Cemetery Committee had no report.

The Park Committee had no report. Mayor Harshman reported that he met with a tennis court company about the tennis courts, but they haven't come up with any numbers yet. When they do come back with a price, it will be for the option of them working on the existing courts, filling the cracks and repainting, which would get 4 or 5 years of use. The other option would be to take

everything out, replace the asphalt courts and basically start over. The company did say that the Town could save some money by using a local paver to do the asphalt work after everything is pulled out.

Mayor Harshman stated that either way this is going to be an expensive project. He has heard from another town that it will cost around \$50,000 to resurface each court and the second option could be as much as twice that. Mayor Harshman reported that the Town might be faced with weighing the cost against the number of users of the courts, although the Town might have more users if there are better courts.

The Insurance Committee had no report. Mayor Harshman reported that he met with the Town Employees to discuss the issues between Valley Health and Anthem about the potential financial burdens that the employees may face if the Town's current insurance with Anthem becomes out of network. Mayor Harshman reported that the County switched to Aetna Insurance a couple years ago and the Town has a company looking into other options for the Town's insurance.

The Health and Safety Committee had no report. Dep. Smith read the January Calls for Service report. Councilman Baird stated that he was proud of the Deputies and that they do a wonderful job.

Mayor Harshman reported that the proposals for the Joint Procurement Agreement with the NSVRC from Pennoni Engineering will be considered later in the meeting and will be the last step in completing this process. Mayor Harshman also reported that the Town has sent letters out to the property owners at Cave Spring to let them know about the proposed project.

Mayor Harshman reported that he has not received the January Tourism Council meeting minutes yet and there will not be a meeting this month. Mayor Harshman will not be able to attend the meetings the next few months due to time off and other conflicts, but he has discussed this with Ms. Jenna French and she will be sending him anything that needs his input.

Mayor Harshman reported that the I-81 Visitor Center signs are scheduled to go up in March. Mayor Harshman also reported that visitation at the Visitor Center was up 86% in January.

Mayor Harshman reported that the annual inspection of the fire sprinkler system at the Edinburg Mill has been completed. The Edinburg Heritage Foundation (EHF) has been paying \$925 a year for these inspections and also for any repairs that were needed. Mayor Harshman reported that this year some items will need to be addressed including a 5-year internal piping inspection, gauge replacements, replacement of a number of sprinkler heads and some other recommended replacements. Mayor Harshman does not have the price for this work yet, but he thinks it will be more than the EHF should be expected to pay. Mayor Harshman stated that the EHF is willing to help as much as they can, but asked if the Council was okay with the Town paying for most of it. The consensus of the Council was yes and a motion was made by Councilman Beachy and seconded by Councilman Wood to approve the Town paying for most of the necessary repairs to the sprinkler system at the Edinburg Mill. Motion carried.

Mayor Harshman reported that the new poles and signs for the bus stops have been installed at the Library, Dollar General, the Pregnancy Center and on the sidewalk in front of the Mill.

Mayor Harshman reported that he sent additional photographs and the Town's approval to T-Mobile for the antennas on the top of the water tower, but he hasn't heard anything back yet.

Mayor Harshman reported that the changes to the speed signs required by VDOT have been completed and he has submitted the application for the Land Use Permits for the three signs.

Mayor Harshman reported that he checked on the status of the VDOT Sidewalk Study Grant Application last week and the applications are still under review.

Mayor Harshman reported that the crosswalk lights at the Post Office were assembled by Mr. Steve Van Stee and the Town has had trouble locating parts to repair them. Commercially available push-

button LED crosswalk signs cost over \$6,000 each and solar blinking crosswalk signs that flash all the time are around \$1,600 each. The less expensive continual flashing signs would be around \$3,200 for two signs if the Town wants to go that route. Mayor Harshman reported that Ortt's Electric has worked on the signs in the past but had some trouble figuring out Mr. Van Stee's set up. Mayor Harshman asked the Council if he should ask Ortt's Electric to come and take a look at the lights again and see if they can locate parts and the Council stated yes.

Mayor Harshman reported that one of the ARPA projects on the original list is a backup generator for Well #2. There is currently a propane backup generator at Well #1 which allows the Town to supply water during extended power outages, but Well #1 is not capable of producing the quantity of water equal to the normal daily usage. The Town would need to restrict water use if an outage went on for more than a day and the Town would be relying on storage if Well #1 failed for any reason in conjunction with a power outage. Mayor Harshman reported that there was \$25,000 in the ARPA budget for the generator for Well #2, which was based on the installation at Well #1 which was done around 5 years ago at a cost of less than \$18,000.

It has taken some time to get quotes on a generator for Well #2 which would be used for powering the 7.5 HP well pump and the building lights. Mayor Harshman requested quotes from 3 companies. Shallow Creek Electrical Services is the electrician that did all of the work on the WTP and who the Town usually calls on to work at both the WTP and the Wastewater Treatment Plant (WWTP). Their quote for a 41KW, 124/240, V3 phase diesel generator and digital generator set controller is \$79,422.08 and the Town would still need to get a fuel tank. The Power Connection is the company that installed the back up generators at the Town Hall, the WWTP and Well #1 and they also do the annual maintenance on all of the generators including the one at the Massanutten sewer lift station. Their quote for a 30 KW, 120/240, V3 phase diesel generator and controller auto transfer switch is \$50,949.61 and the Town would still need to get a fuel tank. Ortt's Electric's quote for a 30 KW propane generator including a propane tank and piping installation is \$42,500.

This is obviously much more than expected, but the Town has another \$25,000 budgeted for a generator at the 200,000-gallon tank pumping station and that generator is still desirable, but probably not as important as Well #2 having a backup. Mayor Harshman asked the Council if they would like to move forward with the low bid from Ortt's Electric. Mayor Harshman stated that there will be a 24-36-week lead time for the generator. A motion was made by Councilman Dellinger and seconded by Councilman Baird to approve the low bid for the generator at Well #2 from Ortt's Electric at a cost of \$42,500 to be funded with ARPA funds. Motion carried.

Mayor Harshman provided the Council with a list of what to do for those interested in starting a business in Edinburg, which will be part of a free seminar that will be held on Wednesday, March 1st from 9 a.m.-12:00 p.m. at the County Chamber Office which is sponsored by the County Chamber, County Tourism, all of the towns and the Small Business Administration.

Mayor Harshman reported that the next Town and County Dinner will be hosted by Mt. Jackson and they are currently working on the event to be held on Wednesday, April 5th. There are no details yet, but he asked the Council to put the date on their calendars.

Mayor Harshman reported that he received a call from Mr. Bill Holtzman after he saw that a Rails to Trails meeting would be held in Edinburg. Mr. Holtzman was interested in knowing if the Town planned to allow the Rails and Trails group to also speak at this event. Mayor Harshman explained that the Town was only hosting the meeting and it is a Rails to Trails group's program. Mayor Harshman also told him that they asked the Town to do the meeting and the Council agreed to do so and that he would bring any similar request from the Rails and Trails group to the Council if one was made. Mayor Harshman asked the Council if they were okay with hosting a Rails and Trails meeting if it was requested and the consensus was yes.

Mayor Harshman reported that the Town Council unanimously passed a Resolution in support of the Rails to Trails project in April 2021 and he just received a request for a Letter of Support from the

Town for a possible \$25 million grant for Rails to Trails. He asked the Council if they were okay with him doing this and the Council said yes.

The ARB met on January 26th to review the proposed plans for the property at 213/215 Piccadilly Street that was recently purchased by HAM Rentals, LLC. Mr. Thompson explained the exterior work that is proposed for the building and showed a photograph of the 36” door that has been selected, which is very similar to the existing door in appearance and shared a sample of the vinyl siding that will be used on the building. After some discussion, the ARB approved the proposed exterior work on the building.

The Planning Commission met on January 17th to discuss the proposed project for 213/215 Piccadilly Street. Mr. Thompson explained the plans for converting the 2 units to 4 apartments and about how the parking would be handled. The Planning Commission asked a number of questions and let him know that he would also need to meet with the ARB about the exterior changes to the building. The Planning Commission recommended approval of the Special Use Permit application to the Town Council.

The Zoning Report showed that two permits were issued:

1. Carol Cameron
114 Cooper St.
Fence
2. Alan & Maud Watson
301 Shenandoah Ave.
Patio

Mayor Harshman stated that there was a WWTP upgrade construction progress meeting last Tuesday and the next one will be on Tuesday, March 7th at 10:30 a.m. at the Town Hall.

Mayor Harshman reported that the leak testing on the clarifiers and aeration basin units has been completed and the back filling around the units has begun. There was some seepage at a few of the concrete form ties that can be solved from inside the tank prior to it going on-line and most of these will probably seal as the concrete plugs cure.

Mayor Harshman reported that the installation has begun on the clarifier mechanisms, which are currently only primed and will require repainting in the spring.

Mayor Harshman reported that work on replacing the digester blowers should be back on track since the U.S. made pipe has arrived. Mayor Harshman received a complaint from a resident about the noise from the blowers now that the front of the building has been opened up. He wanted to know if and when the noise level might return to normal. Mayor Harshman spoke to the Contractor about sealing things up better than just leaning a sheet of plywood against the opening and Mayor Harshman is hoping that the new blowers will be substantially quieter than the old ones which require ear protection to enter the building where they are located.

Mayor Harshman reported that all of the major equipment other than the variable frequency drives are now on site and the project still remains slightly ahead of schedule.

Mayor Harshman reported that the Town is nearing the end of the interim financing and the USDA has requested the closing instructions so that the Town can close on the permanent financing and pay off the bank note.

Mayor Harshman asked the Council to consider HAM Rentals, LLC’s Special Use Permit Application to convert 213/215 Piccadilly Street from 2 rental units to 4 apartments. A motion was made by Councilman Dellinger and seconded by Councilman Beachy to approve the Special Use Permit

Application submitted by HAM Rentals, LLC to convert 213/215 Piccadilly Street from 2 rental units to 4 apartments. Motion carried.

Mayor Harshman asked the Council to consider authorizing him to sign two proposals from Pennoni Engineering to provide engineering consulting services for the Cave Spring Watermain Replacement (\$30,000) and the 200,000 Gallon Water Tank and Pumping Station Project (\$15,000) to be funded with ARPA funds. A motion was made by Councilman Beachy and seconded by Councilman Wood to authorize Mayor Harshman to sign two proposals from Pennoni Engineering to provide engineering consulting services for the Cave Spring Watermain Replacement (\$30,000) and the 200,000 Gallon Water Tank and Pumping Station Project (\$15,000) to be funded with ARPA funds. Motion carried.

Mayor Harshman asked the Council to consider reappointing Stacy Windle to the Planning Commission for a 4-year term beginning on May 1, 2023 and expiring on April 30, 2027. A motion was made by Councilman Wood and seconded by Councilman Dellinger to approve reappointing Stacy Windle to the Planning Commission for a 4-year term beginning on May 1, 2023 and expiring on April 30, 2027. Motion carried.

Mayor Harshman asked the Council to consider appointing Steve Crisman to the Planning Commission for a 4-year term beginning on April 1, 2023 and expiring on March 30, 2027. A motion was made by Councilman Dellinger and seconded by Councilman Wood to approve appointing Steve Crisman to the Planning Commission for a 4-year term beginning on April 1, 2023 and expiring on March 30, 2027. Motion carried.

Mayor Harshman asked the Council to consider reappointing Jennifer Wages to the Board of Zoning Appeals (BZA) for a 5-year term beginning on April 1, 2023. A motion was made by Councilman Dellinger and seconded by Councilman Wood to approve reappointing Jennifer Wages to the Board of Zoning Appeals for a 5-year term beginning on April 1, 2023. Motion carried. Mayor Harshman stated that the Town still needs one more BZA member.

A motion was made by Councilman Wood and seconded by Councilman Dellinger to go into closed session to discuss Personnel Matters as permitted by § 2.2-3711-A-1. Motion carried.

A motion was made by Councilman Beachy and seconded by Councilman Wood to come out of closed session and return to regular session. Motion carried.

A motion was made by Councilman Wood and seconded by Councilman Dellinger that to the best of each member's knowledge, they certify that only personnel matters were discussed as permitted by 2.2-3711-A-1 in the closed session. Motion carried. Recorded vote as follows: Wymer-Hollar – I certify, Dellinger – I certify, Baird – I certify, Beachy – I certify, Reistetter – I certify, Wood – I certify, Harshman – I certify.

With no further business, a motion was made by Councilman Wood and seconded by Councilman Dellinger to adjourn the meeting. Motion carried. The meeting was adjourned at 8:31 p.m.

Daniel J. Harshman, Mayor

Mary L. Lowerre, Town Clerk