

REGULAR COUNCIL MEETING MARCH 12, 2024

The Edinburg Town Council met in a regular session on Tuesday, March 12, 2024. Mayor Harshman called the meeting to order at 7:30 p.m. All the Councilmembers were present. Also present were Capt. Glenn Ogle and Major Kolter Stroop from the Shenandoah County Sheriff's Office.

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

A motion was made by Councilman Dellinger and seconded by Councilman Beachy to approve the minutes of the February 13, 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.

Councilman Beachy called attention to Inboden's report for February.

Mayor Harshman reported that water production is still down.

Mayor Harshman reported that the lead pipe inventory is just about done and the Maintenance Department has been doing some digging to verify some questionable lines. Mayor Harshman also reported that no lead has been found, but they have found galvanized pipes that should be replaced. Mayor Harshman reported that once the inventory is completed, a plan will need to be created for how and when to correct anything that needs to be replaced.

Mayor Harshman reported that the backup compressor and the dryer for the Water Treatment Plant (WTP) have been installed and Mayor Harshman also reported that the Town is still waiting on the air switches to correct the numerous air leaks on the three smaller filters units.

Mayor Harshman reported that the Town received the results of the Virginia Department of Health's (VDH) annual water inspection that was done last month. Mayor Harshman reported that they have requested that the paint and chemicals that are stored in the pump house at Well #2 be removed. Mayor Harshman reported that these items have been there since 1998 without ever being commented on before, but the Town will be removing them and anything else that doesn't need to be stored there.

Mayor Harshman reported that the VDH is also recommending that the Town create a Waterworks Business Operations Plan (WBOP) that they would use to assess the technical, managerial, and financial capacities of the Town's waterworks. Mayor Harshman is cautious about doing this, but he will continue to look into it.

Mayor Harshman attended a meeting with the DEQ and the Northern Shenandoah Valley Regional Commission (NSVRC) about the status of the water levels. Mayor Harshman reported that the DEQ lifted the drought warning about a month ago, but a drought watch still exists for ground water, which covers the Town's wells. Mayor Harshman reported that the surface water levels are currently good and with the ground reaching 100% saturation levels, everything is just about the same or slightly better than this time last year.

The Street Committee had no report. Mayor Harshman reported that so far, the Town has received a total of \$47,727.50 for snow removal from VDOT.

The Ordinance Committee had no report. Mayor Harshman reported that he hasn't made any progress on the enforcement of the building maintenance section of the Historic Preservation section of the Town's Zoning Ordinance. Mayor Harshman also reported that everything keeps going back to the fact that neither the County nor the Town have adopted the Maintenance Section of the Building Code.

Councilwoman Reistetter reported that the Personnel Committee met last week to discuss the cell phone use policy and she drafted what she thought was acceptable for the employees from the

Maintenance Department to sign regarding personal cell phone use. Councilwoman Reistetter provided the Council with the proposed policy. Councilman Wood asked to see the current policy, which the mayor provided to him. After some discussion, a motion was made by Councilwoman Reistetter and seconded by Councilwoman Wymer-Hollar to adopt the personal cell phone use policy that was presented by the Personnel Committee. Motion carried.

The Finance Committee had no report. Mayor Harshman reported that the Town is starting to see results from the efforts to collect past due taxes and utilities. Mayor Harshman also reported that he and the Town Treasurer are also working on a few changes as to how the Budget might be structured to eliminate a couple of quirks with how QuickBooks is tracking things.

Mayor Harshman reported that the first large interest payment of \$30,600 will be paid on the Wastewater Treatment Plant (WWTP) loan this month. Mayor Harshman reported that the Town has also paid around \$10,500 in principal and interest on the smaller USDA loan, but the larger loan had no payment due for the first twelve months. Mayor Harshman reported that this interest payment will be the first that has been paid on the larger loan and then the Town will be paying monthly payments of \$6,633 going forward.

Mayor Harshman reported that he has begun looking at the Budget and stated that Business Licenses are way down. Mayor Harshman also reported that the WWTP Upgrade and American Rescue Plan Act (ARPA) project are off since both were hard to estimate where the Town would be with them as of July 1, 2023, so the numbers ended up being off as the Town moved through the 2023-2024 Budget.

The Property Committee had no report. Mayor Harshman reported that things are still moving forward on the new dump truck and the Town still hasn't been asked to pay anything. Mayor Harshman reported that the original quote from Shade Equipment for a painted steel bed was \$26,000, which also included the price for the snowplow and the mounting rig, which will be provided by VDOT at no cost to the Town. Mayor Harshman reported that the quote he received from Shade Equipment for a stainless-steel dump bed was \$33,000 and he had been hoping that the original plow costs would cover the additional cost of the stainless-steel bed, but that is not the case. Mayor Harshman is thinking that the Town should pay cash for the stainless-steel bed and finance the new dump truck for 5-7 years. A motion was made by Councilman Baird and seconded by Councilman Wood to authorize the mayor to move forward on the purchase of the new dump truck and stainless-steel dump bed. Motion carried.

The Cemetery Committee had no report.

The Park Committee had no report. Mayor Harshman reported that the tee numbers for the disc golf course have been installed, but the signage still needs to be put up on how to use the course.

The Insurance Committee had no report. Mayor Harshman reported that he has not heard anything from the Virginia Risk Sharing Association (VRSA) yet. Mayor Harshman reported that the Town received the renewal for the Sun Life Insurance policy on the Town's eight full time employees which is increasing \$284 for the year. Mayor Harshman also reported that there has been little to no increase for a number of years and this increase is because the long-time employees are aging.

The Health and Safety Committee had no report. Capt. Ogle reported that he has removed the categories from the Calls for Service reports that had zero counts for the month. He also reported that he forgot to add the direction of the streets on the incident report, but he will add them on the next report. Mayor Harshman asked Capt. Ogle if he knew what the status was on the contract renewal. Capt. Ogle stated that he received some preliminary numbers and he would pass them along to the Mayor.

Mayor Harshman reported that work is beginning on a VDOT study of Rails with Trails. Mayor Harshman reported that it is anticipated that it will take about 10 months after the approval of a framework document that spells out the study process. Mayor Harshman reported that the study area

will be the same area that was evaluated in the Feasibility Study for a Linear Park in the Shenandoah Valley, which is the rail corridor from the northern end of Rockingham County through Shenandoah County to the central part of Warren County.

Mayor Harshman reported that Councilwoman Reistetter, Councilman Baird and Councilman Beachy are all up for re-election in November if they decide to run. Mayor Harshman also reported that the paperwork for the November 5, 2024 election is due by Tuesday, June 18, 2024 and the Town Clerk will provide the candidates with the required paperwork.

Mayor Harshman reported that he provided the Council with a letter to them from Brown Edwards that explained their engagement to audit the Town's financial statements for the 2022-2023 budget year. Mayor Harshman reported that this audit has been somewhat of a challenge since it started with Mrs. Michelle Heier, the previous Town Treasurer and then transitioned to the new Town Treasurer, Ms. Mandy Roberts. Mayor Harshman reported that when you add that to the fact that so much of the Town's bookkeeping is done manually and the auditors no longer come on site, it makes for many hours of extra work in the office to supply what the auditor wants to see. Mayor Harshman reported that someone from Brown Edwards is actually coming to the Town Office on Thursday to do some onsite work and to hopefully get the information they need to complete everything.

Mayor Harshman reported that he will provide the February Tourism Council meeting minutes to the Council when he receives them.

Mayor Harshman will be talking to a Senior Government Class on Wednesday afternoon at Central High School. Mayor Harshman reported that they are interested in hearing about his job as the mayor and how things operate in a small town like Edinburg.

The Architectural Review Board did not meet.

The Planning Commission did not meet.

The Zoning Report showed that two permits were issued:

1. Scott Young
94 Railroad Avenue
Storage Building
2. Leonard & Susan Greisz
117 Stony Creek Boulevard
Gazebo

There was no report from the Town Attorney.

Mayor Harshman reported that the new plant is operating well and things are being fine tuned as the operators get used to the new process and discover how certain parts of the new plant function.

Mayor Harshman reported that he believes that the adjustments have been made to the telescoping valves to eliminate solids from backing up the clarifiers.

Mayor Harshman reported that the clarifier railings have arrived and will be installed by the Maintenance Department. Mayor Harshman also reported that the Contractor still has not replaced the Tee that continues to leak air in the west aeration basin. Mayor Harshman reported that this will require closing down half of the treatment process and since the Town would prefer not to do that during cooler weather and interrupt the continued growth of the "bugs" in the aeration basins, they are planning to do this on March 21st or March 25th.

Mayor Harshman reported that all of the concrete structures have been demolished and WGK Construction is working on disconnecting the drains and other lines that are no longer required for

operating the Plant. Mayor Harshman reported that they have also completed the final hook up of the pumped line from the sewer at the Maintenance Shop. Mayor Harshman reported that they are also backfilling the demoed structures and doing grading so that sidewalk and roadway work can begin as soon as the weather permits.

Mayor Harshman reported that the Town was able to use the lower half of the secondary clarifier's concrete structures as retaining walls that allowed the widening of the roadway leading back to the Maintenance Shop. Mayor Harshman reported that the roadway really narrowed in the area at the old chlorine contact tank. A fire hydrant was relocated that has always been in a poor location that was made even worse by the widening of the roadway.

Mayor Harshman reported that the replacement panels for the sludge bed roof structure have been located. Mayor Harshman reported that the Town will probably be purchasing these and the mounting screws directly and then will be hiring someone to do the installation. Mayor Harshman reported that the Town has also purchased a chain hoist that can be used to raise the aeration basin diffusers when service is required. Mayor Harshman reported that this will be attached to the boom of the backhoe to allow the diffuser to be pulled straight up when removal is required.

Mayor Harshman reported that the Town is continuing to track reimbursed expenses to submit to the USDA for the work the Town completes in support of the WWTP upgrade.

Mayor Harshman reported that T-Mobile agreed to all of the amendments to the contract that he and the Town Attorney presented, including the limit of 9 antennas on the tank. Mayor Harshman reported that the contract called for the rent to begin on the first of the month following the date the contract was signed and it was assumed that the installation would begin immediately. Mayor Harshman reported that T-Mobile has learned that the installation start date might need to be pushed out to later in 2024 and they are concerned that they might be paying for six months or more in rent before the actual installation begins. Mayor Harshman reported that the T-Mobile contact on the contract negotiations thinks that the actual work will probably begin around June. Mayor Harshman reported that T-Mobile has asked that the contract wording be changed to read that the rent will begin on January 1, 2025 or the first of the following month after when installation begins, whichever comes first. Mayor Harshman reported that if the work begins in June 2024, the rent will begin on July 1, 2024 and if it doesn't happen in 2024, the rent will begin on January 1, 2025 no matter how much later the work begins. Mayor Harshman agreed to this change and stated that the rent that the Town will be receiving is \$2,500 per month for the 10-year initial lease, which comes to \$30,000 a year. A motion was made by Councilman Dellinger and seconded by Councilman Beachy to authorize the mayor to sign the contract with T-Mobile to place 9 antennas on top of the Town's elevated water tank. Motion carried.

Mayor Harshman reported that the Town of New Market will be hosting the next Town & County Dinner on Wednesday, May 8, 2024 at the VMI Battlefield Museum. Mayor Harshman reported that the Town Clerk will share more details when they become available.

Mayor Harshman reported that the Sheriff's Department is requesting authorization to install stationary license plate readers that will capture license plate numbers from vehicles traveling through the Town. Mayor Harshman reported that the license plates will be stored for a period of 30 days and can only be retrieved if there is an active case and probable cause to see if a certain vehicle was in the Town. Mayor Harshman also reported that these numbers are deleted after 30 days and no other personal information will be stored in the system. Captain Ogle stated that one of the readers will be installed on Route 11 in town and the other on Stony Creek Boulevard just out of town. A motion was made by Councilman Wood and seconded by Councilman Dellinger to authorize the Sheriff's Department to install 2 license plate readers in Edinburg. Motion carried.

Mayor Harshman reported that the Local Choice Health Care Program's renewal rates for July 1, 2024 to June 30, 2025 will not be increasing and will remain at the following rates: Single-\$896, Dual-\$1,657 and Family-\$2,418. A motion was made by Councilman Dellinger and seconded by

Councilman Beachy to approve the Local Choice Health Care Program's renewal rates for the period of July 1, 2024 to June 30, 2025. Motion carried.

Councilwoman Reistetter reported that enough money and donations were raised from the Edinburg Heritage Foundation's booth at the Flea Market on Landfill Road to buy new appliances for the kitchen at St. Paul's Heritage Center and now the booth at the Flea Market will be raising money for the Edinburg Mill.

With no further business, a motion was made by Councilman Beachy and seconded by Councilman Dellinger to adjourn the meeting. Motion carried. The meeting adjourned at 8:21 p.m.

Daniel J. Harshman, Mayor

Mary L. Lowerre, Town Clerk