

## REGULAR COUNCIL MEETING FEBRUARY 18, 2025

The Edinburg Town Council met in a regular session on Tuesday, February 18, 2025. Mayor Harshman called the meeting to order at 7:31 p.m. All the Councilmembers were present except Councilman Wood, Councilwoman Dellinger and Councilman Dellinger. Also present were 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 motion was made by Councilman Crisman and seconded by Councilwoman Strong to approve the minutes of the January 14, 2025 regular meeting. Motion carried.

A motion was made by Councilwoman Wymer-Hollar and seconded by Councilman Crisman to approve the Treasurer's report and to pay all the bills as presented. Motion carried.

Mayor Harshman called attention to Inboden's report.

Mayor Harshman reported that the DEQ audit of the pretreatment program found a difference in the Boiler Plate Language that was used in the Permit and what is currently in the Town Code. This was caused by the fact that the Permit was issued three years ago, and the Town Code was amended to include changes in the State Code a year and a half ago. The mayor reported that the DEQ requires that the Permit language be updated to match the Town Code, and an official Town Council approval of the change is needed. The mayor ran the following motion by Inboden's Compliance Officer to make sure it would satisfy the DEQ: The Edinburg Town Council approves the addition of certain Boiler Plate Language within any permit issued to those discharging to the Edinburg Wastewater Treatment Plant (WWTP) under categorical pretreatment standards to align permit language with that currently included in the Edinburg Town Code, as amended. A motion was made by Councilman Crisman and seconded by Councilwoman Wymer-Hollar to approve the addition of the Boiler Plate Language within any permit issued to those discharging to the Edinburg Wastewater Treatment Plant (WWTP). Motion carried. Recorded vote as follows: Wymer-Hollar - aye, Dellinger - absent, Strong - aye, Crisman - aye, T. Dellinger - absent, Wood - absent, Harshman - aye.

Mayor Harshman reported that everything went well with the meter readings, but the Town had to order 2 quick chargers for the tablet since it ran down a little quicker than expected. The mayor also reported that there are still some adjustments to be made to how the reports are printed out.

Mayor Harshman reported that there is an oil problem with the backup compressor at the Water Treatment Plant (WTP). The Town has had this problem before where the unit starts blowing oil out onto the floor. The service people have been contacted about correcting this again and it should still be under warranty.

Mayor Harshman reported that Mark Inboden contacted him after talking to Or-Tec, the manufacturer of the micro bar screen equipment at the WWTP and Mr. Inboden now agrees that the repairs should be their responsibility due to the lack of maintenance on the equipment since it was first installed. The mayor reported that the Town will be paying \$9,540 to replace 6 rakes and a scraper on the unit and Inboden will deduct this amount from the Town's monthly bill.

Mayor Harshman reported that Or-Tec offers an annual inspection and service program that includes changing the oil and fluids, adjusting the chains and inspecting the overall operation and parts of the micro bar screen equipment. The mayor reported that a one-time visit is \$2,976, which is what the Town had to pay for them to come out to look at the problems with the equipment and from the cost of the repairs needed right now, this could head off additional expensive repairs and plus the Town would be paying this just to have them come out if there is another problem and they won't be doing any of

the maintenance work that is included in the annual service program. The mayor stated that if the Town decides to do this, it would be included in the 2025-2026 budget.

Mayor Harshman reported that USDA has paid the Town \$2,976 for the troubleshooting visit for the Micro Bar Screening equipment and \$4,617.51 for repairs, which leaves a balance of zero in USDA grant funds.

The Street Committee had no report. Mayor Harshman reported that there is \$45,000 in the budget for snow removal and the Town has already collected 84% of the budgeted amount as of the end of January.

The Ordinance Committee had no report

The Personnel Committee had no report. Mayor Harshman reported that he had sent the Council information about employee vacations and asked if they had any issues with it. The Council had no issues, and he will have further discussions with the Town employees about it.

The Finance Committee had no report. Mayor Harshman reported that Robinson, Farmer & Cox were at the Town Office in January working on the audit. Mayor Harshman also reported that the Town is looking for someone to help the Town Treasurer out with QuickBooks since the P&L does not move to the balance sheet.

The Property Committee had no report. Mayor Harshman reported that Ortts Electric finally replaced one of the rooftop units at the Edinburg Mill, which was paid for a while back, except for the installation costs.

Mayor Harshman reported that Holtzman Propane has fixed the other rooftop unit at the Edinburg Mill that went out a couple of months ago. Holtzman's installed this unit, but the warranty has expired. The mayor reported that this is the second time that the control board and the fan motor have gone out on this unit; the first time was from an electrical event when the tree took out the wires behind the Mill. At first Holtzman's thought that there was an issue with the 3-phase power that caused this to occur again, but Dominion Energy checked it and didn't find a problem. The mayor reported that Carrier, the manufacturer of the unit, said that there isn't anything with the 3-phase power that could have caused the problem, but they recommended putting a surge protector on the unit to protect it from any electrical events going forward. The surge protector was around \$500 in additional cost, but it was a good idea with the track record on the rooftop units.

Mayor Harshman reported that the roof on Well #2's pump house collapsed last week. The pump house has a flat roof that the Town replaced the membrane on within the last 10 years, but the roof joists appear to have rotted at the one end in the rear corner and the roof was not draining. The mayor contacted Don Largent Roofing who has done the flat roof work in the past and an insurance claim has been filed. The mayor also reported that the Town stretched a tarp over the 17x17 building to hopefully protect things until the roof can be replaced.

Mayor Harshman reported that there is a potential problem with the large tree in front of the Edinburg Mill. The trunks of the tree were cabled together a couple of years ago due to concerns about it splitting at the base of the tree, but the trunk has moved closer to the sign pole. The mayor has contacted Billy Lonas to look at the tree to determine if the trunk should be removed and if it does have to be removed, the whole tree may have to be taken down since the trunk hanging over the parking lots is cabled to the one that will be removed.

The Cemetery Committee had no report. Mayor Harshman reported that Central's FFA students assisted with the removal of the Veteran's wreaths and flags on January 29<sup>th</sup>.

The Park Committee had no report.

The Insurance Committee had no report. Mayor Harshman reported that the Town has received the 2025-2026 Local Choice health insurance rates, which included a 12% increase. The Town pays 100% of the individual rate and 70% of dual and family rates. The mayor asked the Council if they approved of renewing the Local Choice health insurance. A motion was made by Councilwoman Strong and seconded by Councilman Crisman to approve the renewal of the 2025-2026 Local Choice health insurance. Motion carried.

The Health and Safety Committee had no report.

Mayor Harshman reported that he still hasn't heard anything on Madison Village.

Mayor Harshman reported that the Town has finally received all 7 months of rent payments from T-Mobile.

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Mayor Harshman reported that the ShenGo Bus Service had 1,539 riders in January.

Mayor Harshman reported that the Tourism Council met on January 21<sup>st</sup>. He reported that Jenna French gave an update on the current budget, and she also talked about the FY26 proposed budget which will include continued work with Katherine Manley's company Black Valley Creative which has been handling digital and social media advertising for the County. The mayor also reported that they got an update on the Civil War Trails program and a new map that they are working on. He also heard about the Shenandoah Valley Travel Association's announcement of their Epic 100 Bucket List of places to visit in Virginia which included the Edinburg Mill Museum.

Mayor Harshman reported that the visitation at the Mill and Visitor Center for January was impacted by the weather and was closed for 4 days, and there were only 187 visitors in January with 58 of them going through the Museum.

Mayor Harshman reported that the Edinburg Heritage Foundation spent around \$8,100 on advertising in 2024 with most of it being in print. The mayor reported that they are going to cut back on local newspaper ads and try some radio this year. He will also be meeting with Katherine Manley who he already mentioned works with the County on social media promotion to talk about doing something for the Museum and Visitor Center.

Mayor Harshman reported that the Virginia Tourism Corporation's annual seminar for Certified Visitor Center Staff is going to be in Harrisonburg on March 10-12. The mayor is hoping that some of the Mill staff will be able to attend since it is so close to home.

The Architectural Review Board did not meet.

The Planning Commission did not meet.

There were no Zoning Permits issued.

Mayor Harshman reported that some changes are needed with the Planning Commission, the Architectural Review Board (ARB) and the Board of Zoning Appeals (BZA) because of the recent change in the Town Council. The mayor stated that Joan Reistetter had been the Council's representative on the Planning Commission, and she was also Chairman of the group, but this ended when she left the Town Council. He also reported that Steve Crisman was a member of the Planning Commission prior to being elected to the Town Council and if he is agreeable, he can become the Council's representative on the Planning Commission and also be the Chairman. Councilman Crisman agreed, and a motion was made by Councilwoman Strong and seconded by Councilwoman

Wymer-Hollar to appoint Councilman Crisman as the Town Council representative on the Planning Commission. Motion carried.

Mayor Harshman stated that Barbara Strong served as a member of the ARB until being elected to the Town Council, so the Town needs to find a replacement as soon as possible to complete her term that would have ended 2/29/2028.

Mayor Harshman stated that Barbara Strong also served on the BZA, so a replacement is also needed on the BZA. Her term would have ended 6/19/2027.

Mayor Harshman asked if any of the Town Council knew anyone that would be interested in serving on the Planning Commission, the ARB or the BZA to please talk to them about doing so.

Mayor Harshman reported that a contractor has built 2 houses on South Grove Avenue behind Edinburg Motors and wants to build another one, but there are 4 lots that border the right-of-way. The Town Attorney informed the mayor that the lots were created before the subdivision ordinance, so the lots are grandfathered as buildable lots as long as they meet the normal requirements for setback lines. The Town Attorney thinks that the Town should require the lot owners to submit a recordable road maintenance agreement covering the 4 lots that border the right-of-way for the Town's review. The Council's consensus was to require the lot owners to submit a recordable road maintenance agreement covering the 4 lots bordering the right-of-way for the Town's review and approval.

Mayor Harshman read the first reading of an Ordinance to Amend Chapter 10, Finance, to add § 10-6 Convenience fee for the acceptance of credit and debit cards. The mayor stated that he put this under Old Business since the Council took a vote to move forward with this at the last meeting. The mayor reported that the Town Code must be amended to insert this item and there must be a Public Hearing since it is a new fee that will be collected from taxpayers. The second reading will be at the March meeting.

Mayor Harshman asked the Council to consider reappointing Anne Parks to the Planning Commission for the term of 2/28/2025 to 2/28/2029. A motion was made by Councilman Crisman and seconded by Councilwoman Strong to reappoint Anne Parks to the Planning Commission for the term of 2/28/2025 to 2/28/2029. Motion carried.

Mayor Harshman read the first reading of an Ordinance to Amend Chapter 160, Vehicles and Traffic, Article III, Town Licenses. The mayor stated that he put this under New Business since it was already discussed, but an official vote was not taken. The mayor is including this in the Public Hearing with the convenience fees since he reached out to residents on both items in the February Newsletter. The second reading will be at the March meeting.

Mayor Harshman stated that a Public Hearing will need to be scheduled to hear comments on the proposed amendments to Chapter 10, Finance and Chapter 160, Vehicles and Traffic. The Council agreed to have a Public Hearing scheduled on Tuesday, March 11, 2025 at 7:15 p.m. before the council meeting.

With no further business, a motion was made by Councilwoman Wymer-Hollar and seconded by Councilman Crisman to adjourn the meeting. Motion carried. The meeting was adjourned at 8:11 p.m. assistant

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Daniel J. Harshman, Mayor

Mary L. Lowerre, Town Clerk