

**MINUTES OF THE STRASBURG TOWN COUNCIL WORK SESSION HELD ON MONDAY, FEBRUARY 5 , 2024 AT 7 P.M. IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.**

**COUNCIL MEMBERS PRESENT:** Mayor Boies, Vice Mayor McCornyn, and Council Members Carter, Hooser, Kimmons, Lowder, Monahan, and Stover.

**Call to Order – Mayor Brandy Boies**

**Introduction and Recognition of Visitors and Guests:**

**Citizen Comments on non-agenda items:**

**Discussion Items/Updates:**

- 1.) Project Updates
  - Park Bathroom Design

**Asst. Town Manager Shipe** said presented two options for the bathroom design with a storage unit/area being included with both.

Option one would include four separate rooms which would all be family style. The doors to each individual bathroom would be facing out, either toward the playground or the pavilions. .

Option two would have separate men's and women's sides with two stalls in each. Door would be on the front of the building. Additionally, there would be two ADA style bathrooms that would be accessed through the men's or women's room.

A brand new bathroom is about \$350,000; rehab for the structure we have at the park is about \$200,000. **Asst. Town Manager Shipe** said we would try to find the most vandal proof parts as possible.

**Council Member Carter** likes the four separate bays. **Council Member Hooser** said you might run into the problem of people going into the bathroom and vandalizing them, but if you have the male and female, if someone is in there vandalizing, someone could come in and make the person stop.

**Council Member Stover** agrees with the vandalism, but he likes the four family style bathrooms. **Council Member Hooser** said he really wouldn't care either way as he would be thrilled with just having a decent bathroom.

**Council Member Carter** would like to look at things other towns have that are more vandal proof.

It was noted that vandalism is going to happen. Timed locks are inexpensive. There is more flexibility in unisex bathrooms.

More discussion followed with the pros and cons of four separate rooms or a men's and women's side. A third option was given which would be to have the ADA bathrooms be accessible from the outside without going through the other bathroom. The ADA bathrooms would be unisex. **The consensus was to go with this hybrid model of having men and women bathrooms and then the unisex ADA bathrooms in the back with individual doors.**

Staff is looking for grant opportunities for the improvements.

- Town Run Plantings

**Asst. Town Manager Shipe** said a meeting is scheduled for Thursday January 5, on this project.

- Riverwalk Extension

**Asst. Town Manager Shipe** said Shenandoah County Public Schools is working on a right-of-way easement. Racey Engineering is looking at the trees and what will need to be removed and when to remove because of the bats that nest in them.

## 2.) Front Royal Road Update

**Asst. Town Manager Shipe** said VDOT is working on preliminary findings and their recommendation would be to lower the speed limit to 25 mph.

**Vice Mayor McCornyn** asked about the crosswalks. **Asst. Town Manager Shipe** said no comments were made on that, but it could be in the final report. Staff will ask more about this.

## 3.) Dunmore Rezoning Preview

**DPPS Otis** provided all with the staff report that will be on next week's agenda. A public hearing will be held. The Planning Commission recommended approval with conditions and one of these is the 100' buffer with an 8' berm. The applicant is considering other things due to the cost of the berm. He will have more information on this next week.

**Council Member Stover** said with he and **Council Member Carter** living in the neighborhood, the 100 feet of buffer is not enough for the people in the neighborhood. It has to be more than just 100 feet.

**DPPS Otis** said proffer conditions are voluntary. What was brought forth in the application was from discussions with residents. If Council doesn't feel it is enough, they can discuss this more at the meeting.

**Council Member Carter** said he is planning to meet with his neighbors and tell facts and not myth.

**Vice Mayor McCornyn** asked about the main concerns from the residents as brought forth in the Planning Commission meeting and they were noise and traffic.

**Mayor Boies** said traffic will not be going through Founder's Landing to reach this property so what was the concern, just the noise from the traffic? **DPPS Otis** said they thought the traffic would come through their development, but it will not be coming through this area and could only access the property from Radio Station Road or Borden Mowery Drive.

**Council Member Monahan** asked about the traffic if it were single family. **DPPS Otis** said there would be much more traffic.

**Mayor Boies** thanked **Council Member Stover** and **Council Member Carter** for talking to the neighbors and debunking any myths.

**Council Member Hooser** asked about Colley Block Road extension and **DPPS Otis** said if it were to be developed in residential, then they could have an extension through here because it goes to Route 55.

**Council Member Stover** said he has met with three of the neighbors and he has told all three that he needs to try to get rid of the possibility of 499 homes and get light industrial. But, if he can't get at least the sound wall, he just doesn't know. He would like this to be rezoned, but he needs to try to keep the neighbors happy.

**DPPS Otis** said the biggest challenge is they have no idea what the end use will be. There are wide ranges of uses. It would be up to Council to approve whatever it is.

**This will be on next week's Town Council agenda; a public hearing is also scheduled.**

#### **4.) FY2025 Proposed Budget Calendar**

**Town Manager Coggsdale** said staff is working on the draft budget. The calendar is a planning document for Council. The draft budget will be given on March 4 with the budget public hearing scheduled for May. This will allow another month before a vote is taken.

**The FY2025 Proposed Budget Calendar will be added to the consent agenda for the February 13 regular meeting.**

#### **5.) FOIA Training Proposed Date and Time**

**Town Attorney Helm** is willing to do the required FOIA training for Council before the March 12 meeting. We will need to have an official action so as to amend our calendar for this meeting.

**Changing the start time of the March 12 regular Town Council meeting will be added to the consent agenda for the February 13 regular meeting.**

#### **Committee of the Whole (listed Areas of Focus will be discussed):**

##### **1.) Public Works, Utilities, Infrastructure – Liaison, Council Member Council Member Carter**

- Water/Sewer Extension Policy

**DPPS Otis** provided a draft of the policy and application. This would be the process that would be utilized when looking to provide water to anyone outside the town limits.

**Town Manager Coggsdale** said this is a process we have discussed for a long time, and this just formalizes it. The vast majority of this is for out-of-town hook-ups, but we also need to know the usage in the business park. Questions can be asked next week after all have had a chance to look it over.

- 2<sup>nd</sup> Water Source Presentation

**Superintendent of Water Treatment Gimple** gave a presentation on Secondary Water Source, Drought and Emergency Response. Power Point slides attached.

We have the Fort Valley Reservoir and the Sandy Hook Reservoir. The Fort Valley Reservoir is 33 million gallons of raw water storage that is available for use during short-term emergencies. Additional piping would be needed to get the water to the treatment plant.

*Well System:* these are a big unknown. A study would have to be done as to where to put the wells. It would be limited production. It is not controlled by DEQ. Could serve as an emergency water system, but not sure what you will get.

*Additional Water Tank:* To take the smaller reservoir off line, we would need an additional water tower. An additional tower would allow for emergency use immediately. It would allow for redundancy in the system. A pro to this is it gives the town about a two day supply of water.

*Quarry:* is another unknown. Would give additional production capacity. It is a slow recharge on this.

**Council Member Carter** said water storage on this side would give us about 2 days' worth of water, and the mountain reservoir would allow for about 20 days. **Supt. Gimple** said that was correct, but the water quality is unknown.

**Mayor Boies** said we are diving into this because there is a lot of panic with the drought restrictions. She understands that we are having these because DEQ is requiring it and are in the same place as all the other localities. If there is an emergency, we can tap into the reservoir.

**Supt. Gimple** said his only concern is the short-term emergencies.

**Town Manager Coggsdale** said we have a plant that can produce over 3 million gallons per day. We have a permit that allows us to produce 2.5 million per day. The problem is the source. As long as the river is flowing good, we have no problem. That is why we are looking at a second source. Currently, we could double our current usage and still have additional capacity that can go through the plant. The river dictates what the figures really say.

**Supt. Gimple** said droughts in this area are cyclical. He gave the years the town has been considered in drought conditions.

**Council Member Hooser** said the reservoir could be dependent on the drought, too. Some form of treatment would have to be done with any of the options given.

**Council Member Monahan** said she did a whole span of the water levels. She saw the cycles. On her computer, it looked like the spikes to fill the river were less so should we be concerned with how quickly the river fills. **Supt. Gimple** said that is a hard answer because we can't control growth except for the town's growth. Wells are also drought vulnerable.

*Closed loop system:* reclaiming sewer water and turning it back into the water plant. **Supt. Gimple** said public perception is the problem. What is coming out of the sewer plant is cleaner than what comes into the water plant.

**Mayor Boies** asked what we can do to control the water usage. Can we put in place options so that businesses can operate so that don't lose their livelihood. **Supt. Gimple** said he is looking to tailor our policy to look at some of these things. Pressure washing was not a business when the policy was made. He is working with the NSVRC to get the policy changed.

**Council Member Monahan** asked about quarries. She has learned that our cave system is very protected so would we have issues if we try to take the water out of the quarry. **Supt. Gimple** said the quarries are not owned by the town or locality and you have to get permission to use the water out of the quarry.

**Vice Mayor McCorn** said we currently get enough water from the river. It is not urgent that we identify another source. Do we need another source? This discussion was more for educational information. **Council Member Carter** said when people were talking during the summer about the drought, so he thought it would be good for the Council to have the information given them.

**Council Member Lowder** said the quickest source is the Fort Valley reservoir and **Supt. Gimple** said we would still need a second water tower.

It was noted that all of these solutions would take years to get online.

**Council Member Monahan** said every few Councils have the conversation that we need another water tower. What drove those discussions? Should we look down the road for another tower or tank? Should we start planning for this. **Supt. Gimple** said yes, mainly for the redundancy in the system. This was further discussed and the pressure in the system.

**Town Manager Coggsdale** said Council can decide if they want to bring up any of this in a later meeting.

- Shenandoah Valley Electric Coop Easement Request

**DPPS Otis** said this easement request is over an existing lift station off of Little Sorrel Drive. It is an overhead electrical line easement, and they want to install a communication line. Since the original easement didn't contain a communication line, they needed to get approval from Council.

**This will be added to the consent agenda for the February 13 meeting.**

## **2.) Strategic Initiative: (Parks and Recreation) – Liaison, Council Member Council Member Kimmons**

- Strasburg Little League Agreement

**Council Member Kimmons** said the **Town Attorney** has reviewed the agreement. They will be meeting with the league.

- Pool Repairs Update

National Pools came in and gave some recommendations for improvement. Slides were shown of things that needed to be repaired or replaced.

- Dive Stands
- Step down in the kiddie pool
- Lifeguard chairs – rust areas (3 need replaced)
- Backwash line – should be moved (ramp would go and the line would be raised)
- Tile replacement
- Fence repairs (this was approved for a CIP in the upcoming year)
- Pumps that need replacing
- Filters that need replacing

**Council Member Hooser** asked why the pool was closed last summer and the reason given was for chemical issues.

**Council Member Stover** said he has had more conversations about the pool than any other thing. His fondest hope was that money could be shifted from the bathrooms to the pool. He thinks we need to put money into the pool.

**Asst. Town Manager Shipe** said the fencing around the pool is a CIP item. More discussion was held about the tile and plaster work (replastering). It was not known when the pool was last replastered. This work could not be done before opening in May.

**Town Manager Coggsdale** said we can use ARPA funds for these repairs. He said the pool is not an enterprise fund; it does not make money. It is a quality of life issue.

Discussion was held on the tile and plaster work. Council would like to have a quote on this cost since ARPA funds will not be there in five years.

**Town Manager Coggsdale** asked how we want to proceed. We can go and find out if the work can be done by May 1 and then put it on the agenda for next week.

**Consensus was to put on the agenda.**

**Council Member Monahan** asked about a policy on proper attire at the pool. Certain fibers can affect the chemicals. **Council Member Kimmons** will look into this and bring back suggestions to Council.

**Council Member Comments:**

**Closed Meeting (if needed):**

**Adjournment**

**Being no other business, the work session adjourned at 8:44 p.m.**