

MOUNT JACKSON
PLANNING COMMISSION
REGULAR MEETING
October 5, 2015

Chairperson Good called the meeting to order at 7:00 p.m. Commissioners in attendance included: Mses. Diehl, Fadely, A. Miller and Messrs. Hackenbracht and Hand. Commissioner Bowyer was unable to attend. Guests included Jack and Kathy Frady and Robert Whitehurst.

ADDITIONS/DELETIONS/CHANGES TO AGENDA: Commissioner Hackenbracht MOVED and Commissioner Hand seconded a motion made to add under Old Business a closed session to discuss a personnel matter.

VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Commissioner Diehl		Commissioner Bowyer
“ Fadely		
“ Hand		
“ Hackenbracht		
“ A. Miller		

5 AYE, 1 ABSENT, motion carried

MINUTES- Commissioner Fadely MOVED, seconded by Commissioner Miller, to APPROVE the minutes of the September 3, 2015 Regular Meeting.

VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Commissioner Diehl		Commissioner Bowyer
“ Fadely		
“ Hand		
“ Hackenbracht		
“ A. Miller		

5 AYE, 1 ABSENT, motion carried

OLD BUSINESS: Comprehensive Plan update/revision. Membership for the Focus Group plan will represent town residents, businesses, industries and adjacent county residents from the study areas. The Planning Commission will select and approve a maximum of 16, (a flexible number), members for the committee. A maximum of 4 committee members will be residents from Shenandoah County. Three areas are to be represented, Caverns Rd., the east area and the west area. Remaining members will be selected from the Mount Jackson residents. Prospective members have to agree to hold themselves personally responsible to uphold the operating procedures for this committee. Each person that agrees to serve has to agree that they are going to observe the guidelines. The town manager, Kevin Fauber, is going to be the chair of the committee, the vice chair will be selected by the membership of the committee and the recorder will be the administrative assistant, Heather Taylor.

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Changes will be presented to the Planning Commission who will then present them to the Council.

Effectiveness of meetings: If someone in the group feels that the group is struggling to perform expected tasks any member has the right to say that they don't think this is working this way and may suggest how to make the meetings more effective. This is all done by vote. A quorum will consist of one more than half. The product to be produced will be the 2016 Comprehensive Plan. The meetings are monthly or as called by the Committee Chair and/or the Task Force Chair.

Sample of new style of agenda; if a meeting can't be extended with something added to the agenda that item will go to the agenda for the next meeting. Kevin Fauber will be responsible for all cost items. There will be workshops with the community and Milt Herd will be the consultant resource.

This does support the mission of the town which is to develop every ten years a Comprehensive Plan that will take us into the future.

Commissioner Diehl MOVED that the minutes from each Focus Committee meeting be placed on the website following each meeting, seconded by Commissioner Miller.

VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Commissioner Diehl		Commissioner Bowyer
“ Fadely		
“ Hand		
“ Hackenbracht		
“ A. Miller		

5 AYE, 1 ABSENT, motion carried

Motion made by Commissioner Hackenbracht that the Planning Commission of the town of Mount Jackson go into a closed meeting under the Virginia Freedom of Information Act in order to discuss, interview, assign or appoint personnel under the Virginia Code 2.2-3711A-1, seconded by Commissioner Hand.

VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Commissioner Diehl		Commissioner Bowyer
“ Fadely		
“ Hand		
“ Hackenbracht		
“ A. Miller		

5 AYE, 1 ABSENT, motion carried

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Commissioner Hackenbracht MOVED that the Planning Commission of the Town of Mount Jackson return out of a closed meeting under the Virginia Freedom of Information Act in order to discuss, interview, assign or appoint personnel under the Virginia Code 2.2-3711A-1, seconded by Commissioner Hand.

<u>VOTE:</u> Diehl	So Certify	<u>ABSENT:</u>	Bowyer
Fadely	“		
Good	“		
Hackenbracht	“		
Hand	“		
Miller	“		

Ayes- 6, Nays- 0, Absent -1

Commissioner Hand made a MOTION to APPROVE contacting the vetted list of candidates for the Focus Group committee, seconded by Commissioner Diehl.

VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Commissioner Diehl		Commissioner Bowyer
“ Fadely		
“ Hand		
“ Hackenbracht		
“ A. Miller		

5 AYE, 1 ABSENT, motion carried

Chairman Good will contact Mr. Fauber and give him the list that had been discussed and it will be his committee so he will be contacting these people.

NEW BUSINESS: None

Actions of Board of Zoning Appeals: None

Report of Town Council: Commissioner Hackenbracht reported that the Water Treatment Project is now in the hands of VDH and is about to bid. The SCADA System went down. This is the system that collects data. Additional SCADA is in the plan and the town is trying to get it all in the contract, the old and the new. The Sidewalk Project-The Mayor met with someone on the Transportation Board to discuss this project and the delays. This conversation helped this project move beyond the issue and there is a meeting 10/6/15 with VDOT and the engineer. There is another sidewalk project on Orkney Grade Drive. The new playground equipment is at the park and the kiddie pool is about to receive modifications. The Rotary Club spoke to the committee about a Dog Park at the town park.

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Zoning Administration Report: None

Board Members' Items-Commissioner Fadely stated that one night while walking near the funeral home a gentleman asked her if she had connections to the town. This person stepped into an open water meter hole. Commissioner Fadely contacted Public Works Director Randy Lonas that night and by the next morning Randy had the hole repaired. She requested that it be put on record what a good job he does and how responsive he was.

Commissioner Diehl made a MOTION to adjourn at 8:20 p.m.

Submitted:

Heather M. Taylor, Town Clerk

