

**A SPECIAL MEETING OF
THE TOWN COUNCIL
OF
THE TOWN OF LURAY, VIRGINIA**

Tuesday, October 28th, 2025

The Luray Town Council met in Special Session on Tuesday, October 28th, at 5:30 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia, at which time there were present the following:

Presiding: Mayor Stephanie Lillard

Council Present:

Ron Vickers
Jerry Dofflemyer
Jason Pettit
Joseph Sours
Chuck Butler

Also Present:

Bryan Chrisman, Town Manager
Michael Coffelt, Assistant Town Manager
Danielle Babb, Clerk Treasurer
Danielle Alger, Deputy Clerk Treasurer
Chief Bow Cook, Luray Police Department
Joey Haddock, Water Treatment Plant
Brad Herman, 15 Campbell Street, Luray
Andy Caviness, Council Candidate
Catherine Speaks, Council Candidate
Ryan "Beaver" Dean, Council Candidate

(This meeting was made public via the Town's Facebook page. Public comments were accepted prior to the meeting via e-mail to bchrisman@townofluray.com).

A quorum being present, Mayor Lillard declared the Council to be in session for the transaction of business. All present stood for a moment of silence. Mayor Lillard led everyone in the United States Pledge of Allegiance. The roll was then called with all Council members present.

UPDATES AND DISCUSSION ITEMS

15 Campbell Street

Brad Herman provided Council with a brief update on the 15 Campbell Street project. Mr. Herman thanked Council Members that made it to the walk through of the property. Mr. Herman stated that he is waiting on the loan documents, he said it could be early 2026 until he gets them. Mr. Herman also stated that he was

applying for another piece of funding that he is hopeful of obtaining this year. He added this will be very impactful for the project. Mr. Herman stated that this application is scored on objective criteria and points are given if a municipality helps with infrastructure. Mr. Herman inquired if the town would be willing to move the water line from the front of the property to the rear of his property. Mr. Herman added that a six-inch line is needed for fire suppression. He stated four inches would be for the sprinkler system and two inches for residential use. Councilman Dofflemyer inquired where the Town would get the funding to change the water line. Mr. Chrisman stated that the Town would have to make a conscious choice to fund the construction. Mr. Chrisman would like to see this broken down over two fiscal budgets cycles if Council chooses to proceed.

Mr. Pettit stated that Mr. Herman already has an easement from the adjacent property owner to allow for this change. Mr. Dofflemyer inquired about the depth of the lines. Mr. Chrisman stated the lines are usually around forty-two inches deep, but since it's under concrete, thirty-six inches is acceptable, but the depth may be variable.

Mr. Chrisman stated he would recommend writing a letter to support the infrastructure project. Mr. Herman stated this letter of support would be very meaningful. Councilman Vickers stated that he is supportive of this letter going forward. Councilman Butler stated on behalf of Council, he believes all are in agreement of allowing Mr. Chrisman to move forward with this letter. Mayor Lillard inquired if a consensus is acceptable. Mr. Chrisman stated that the consensus was fine. Councilman Dofflemyer thanked Mr. Herman for allowing them a tour of the building.

BZA Vacancy

Town Manager, Bryan Chrisman, requested Council review and discuss the need for an appointment to the Town's Board of Zoning Appeals (BZA). This vacancy has occurred upon the resignation of Richard M "Rick" Black, who has moved outside of Luray. Mr. Black was appointed by former Councilman Alex White.

Mr. Chrisman stated there was a citizen who has reached out to Councilman Butler with interest in this vacancy. He asked Mr. Butler to request additional information.

Mr. Chrisman stated Council can wish to consider making an appointment based on further information provided by the current candidate, or they may wish to allow the new Council appointee to make nominations once they are seated.

ACTION ITEMS

Chapter 26-3 Update

Town Manager, Bryan Chrisman, requested Council review, discuss, and take action on a minor update to Chapter 26-3 (d) to align our Code with the latest update from the Virginia Assembly.

Mr. Chrisman stated this is a small change and is in Council's packet tonight.

Motion: Councilman Dofflemyer motioned to approve the enclosed Code Ordinance update, as presented. Councilman Sours seconded the motion with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Pettit, Sours, Butler. **Approved 5-0**

~Recess~

CLOSED MEETING

CODE OF VIRGINIA SECTION 2.2-3711(A)(1)

Town Council conducted a Closed Meeting for discussion, consideration, and interviews of prospective candidates for appointment, as authorized by Section 2.2-3711(A)(1) of the Code of Virginia. The subject matter is the vacant position on Town Council.

Motion: Councilman Pettit motioned to convene and go into Closed Meeting for discussion, consideration, and interviews of prospective candidates for appointment, as authorized by Section 2.2-3711(A)(1) of the Code of Virginia. The subject matter is the vacant position on Town Council. Councilman Sours seconded the motion with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Pettit, Sours, Butler. **Approved 5-0**

~Closed Meeting~

Motion: Councilman Pettit motioned the closed meeting be adjourned and the Luray Town Council reconvene in open session. Motion seconded by Councilman Butler with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Pettit, Sours, Butler. **Approved 5-0**

Certification: Councilman Pettit asked members of Council with respect to the just-completed closed session and to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and only such public business matters as were identified in the motion by which the closed meeting was convened where heard, discussed, or considered in the meeting by the Town Council. Motion seconded by Councilman Butler with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Pettit, Sours, Butler. **Approved 5-0**

ADDITIONAL ACTION ITEMS

Announcement of Council Vacancy Candidate(s)

Motion: Councilman Butler motioned to consider the following individuals Andy Caviness, Catherine Speaks and Ryan "Beaver" Dean to be considered for appointment to fill the unexpired term of a Council seat vacancy. The term lasts until December 31, 2026. Motion seconded by Councilman Pettit with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Pettit, Sours, Butler. **Approved 5-0**

COUNCIL COMMENTS

None this evening.

MAYOR ANNOUNCEMENTS

Mayor Lillard reminded everyone of the upcoming Christmas Dinner in December. Mayor Lillard also reminded everyone of the Downtown Halloween Event this Friday from 5:00-7:00 pm.

ADJOURN

With no further business, the meeting was adjourned at 7:32 p.m.

Stephanie Lillard
Mayor

Danielle Alger
Deputy Clerk-Treasurer