

The regular meeting of the Town Council of the Town of Front Royal, Virginia was held on August 8, 2011, in the Warren County Government Center's Board Meeting Room. Mayor Darr led Council and those attending in the Pledge of Allegiance to the flag and a Moment of Silence. The roll was called at 7:00 p.m.

**PRESENT:** Mayor Timothy W. Darr  
Vice Mayor Chris W. Holloway  
Councilman Thomas E. Conkey  
Councilman Carson C. Lauder, Jr.  
Councilman Hollis L. Tharpe  
Interim Town Manager Steven M. Burke, P.E.  
Interim Town Attorney George M. Sonnett  
Clerk of Council Jennifer E. Berry, CMC

**ABSENT:** Councilman N. Shae Parker  
Councilman Thomas H. Sayre

(The above listed members represent the full body of Council as authorized in the Town Charter.)

*Vice Mayor Holloway moved that Council approve the Regular Council Meeting minutes of July 25, 2011 as presented.*

Vote: Yes – Conkey, Holloway, Lauder, and Tharpe  
No – N/A  
Abstain – N/A  
Absent – Parker and Sayre  
(Mayor Darr did not vote as there was no tie to require his vote)

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Delegate Clay Athey presented a Commending Resolution of the Virginia Assembly to former Mayor Eugene R. Tewalt.

**RECEIPT OF PETITIONS OR CORRESPONDENCE FROM THE PUBLIC**

There were no receipts of petitions or correspondence from the public.

**REPORT OF THE MAYOR, COUNCIL & STAFF**

Mr. Burke reminded citizens that Criser Road would be closed tomorrow, August 9<sup>th</sup>, for water line work; adding that the citizenry in the area may experience times of low water pressure.

Councilman Lauder noted that the Northern Shenandoah Valley Regional Commission (NSVRC) would be moving their offices from the 6<sup>th</sup> Street location to the Royal Phoenix building on Kendrick Lane.

Councilman Lauder asked about the status of the committee regarding the Route 522 Corridor business occupants. Mr. Burke stated that the Ms. McDonald would be facilitating that discussion through one of the EDA's current groups. He noted that Staff had continued their attempts to schedule a meeting with the Town Council and EDA Board as well.

Councilman Conkey stated that the Police Department recently came across a driver with unusual items, who was allegedly carrying a weapon and perhaps attempting to evade the

officers. He noted that the Front Royal Police Department should be commended for their diligent, observant work in protecting the community.

Mayor Darr thanked the Town’s Police Officers and the VIPS workers for a very successful National Night Out held on Main Street recently.

Mayor Darr asked if there were any proposals for additions or deletions to the agenda.

**CONSENT AGENDA:**

- A. COUNCIL APPROVAL – Release Letter of Credit for Patterson Properties, LC – 706 N. Royal Avenue – Royal Auto Works, Inc.

*Vice Mayor Holloway moved that Council approve the Consent Agenda as presented.*

- Vote: Yes – Conkey, Holloway, Lauder, and Tharpe
- No – N/A
- Abstain – N/A
- Absent – Parker and Sayre
- (Mayor Darr did not vote as there was no tie to require his vote)

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**PUBLIC HEARING to Receive Public Input and Present Information; and APPROVE RESOLUTION – Northern Shenandoah Regional Water Supply Plan & Town’s Drought Ordinance**

Ms. Jill Keihn noted that they collaborated with the 20 participating jurisdictions and Mr. Burke had been instrumental with assimilating and reviewing many of the sections presented. She stated that the drought ordinance was based on the State mandate for reviewing the water conditions in the area and placing appropriate actions for low water conditions where needed.

Mayor Darr opened the public hearing.

Linda Allen, of 416 Salem Avenue, noted that the document accomplished the overall purpose, though there were some improvements. She stated her concerns, including the documents low grade level style of writing, the missing data elements, the lack of a map with tributaries shown, the lack of a diagram showing the watershed, the overall organization of the document, the lack of addressing the global water shortage issue, and the estimates used at times throughout the data. Ms. Allen reminded Council to take appropriate measures in order to protect the community’s water assets.

Mr. Burke noted that the Town had little control over the format of the document. He stated that the referenced water source in the document was the McKay Spring site. He added that the Town was slowly upgrading their meters to ensure that the Town was not undercutting the user or the municipality. Mr. Burke added that he would be pleased to speak with Ms. Allen further and perhaps meet with her to address her concerns.

Councilman Lauder explained that the process was a way to measure and track water usage and water needs, adding that it was mandated by the State. He noted that the NSVRC was going to be examining the matter every five years.

*Vice Mayor Holloway moved that Council approve a resolution approving the Northern Shenandoah Regional Water Supply Plan as presented.*

Councilman Conkey noted that Ms. Allen made important comments, and asked if the Town would be correct in approving the resolution at this time. Mr. Burke agreed, though added that Ms. Allen's comments mainly related to the documents format, and the changes could be looked into before the document was placed for final submittal.

Vote: Yes – Conkey, Holloway, Lauder, and Tharpe  
No – N/A  
Abstain – N/A  
Absent – Parker and Sayre  
(Mayor Darr did not vote as there was no tie to require his vote)  
(By Roll Call)

⌘ **RESOLUTION** ⌘  
**Approving The Northern Shenandoah  
Regional Water Supply Plan**

**WHEREAS**, Virginia State Water Control Board Regulation 9 VAC 25-780, Local and Regional Water Supply Planning, requires all counties, cities and towns in the Commonwealth of Virginia to prepare and submit a water supply plan to the Department of Environmental Quality (DEQ); and,

**WHEREAS**, the Town of Front Royal is a participant in the Northern Shenandoah Valley Regional Water Supply Planning Group comprised of twenty jurisdictions including the City of Winchester; the five Counties of Clarke, Frederick, Page, Shenandoah, and Warren; and the fourteen Towns of Berryville, Boyce, Edinburg, Luray, Middletown, Mount Jackson, New Market, Shenandoah, Stanley, Strasburg, Stephens City, Toms Brook, and Woodstock; and

**WHEREAS**, on August 8, 2011 the Town of Front Royal held a public hearing to accept public comment on the Regional Water Supply Plan; and,

**WHEREAS**, the adopted Regional Water Supply Plan must be submitted to the DEQ on or before November 2, 2011; and,

**NOW, THEREFORE BE IT RESOLVED** that the Front Royal Town Council of the Town of Front Royal hereby adopts the Regional Water Supply Plan as it pertains to the Town of Front Royal. Approval and adoption of this regional plan indicates support for and general agreement with the regional planning approach, but does not indicate approval or disapproval of conclusions and recommendations presented in the plan as they pertain to other localities. The Town of Front Royal reserves the right to comment on specific water supply alternatives in the future even though such alternatives may be

recommended in this adopted plan. The Town of Front Royal will not be limited to specific water supply alternatives in this adopted plan and reserves the right to recommend additional alternatives for consideration in the future; and,

**BE IT FURTHER RESOLVED** that the Front Royal Town Council of the Town of Front Royal intends that the Regional Water Supply Plan shall be revised to reflect changes in relevant data at least once every five years and resubmitted to Virginia Department of Environmental Quality every ten years in accordance with the regulation and sound planning practice.

**PASSED, APPROVED AND ADOPTED** by the Front Royal Town Council of the Town of Front Royal at a meeting held on August 8, 2011.

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**CLOSED MEETING: Prospective Candidates for the Town Manager’s Position**

*Vice Mayor Holloway moved that Council convene a Closed Meeting to discuss prospective candidates for the Town Manager’s position, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia, 1950 as amended.*

Vote: Yes – Conkey, Holloway, Lauder, and Tharpe  
No – N/A  
Abstain – N/A  
Absent – Parker and Sayre  
(Mayor Darr did not vote as there was no tie to require his vote)

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*Vice Mayor Holloway moved that Council certify that to the best of each Council member’s knowledge as recognized by each Council member’s affirmative vote, that only public business matters as were identified in the motion by which the preceding closed meeting was convened; were heard, discussed or considered during the closed meeting of the Council; and that the vote of each individual member be taken by roll call and recorded and included in the minutes of this meeting.*

Vote: Yes – Conkey, Holloway, Lauder, and Tharpe  
No – N/A  
Abstain – N/A  
Absent – Parker and Sayre  
(Mayor Darr did not vote as there was no tie to require his vote)

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**COUNCIL APPOINTMENT: Town Manager**

*Vice Mayor Holloway moved that Council appoint Steven M. Burke as Town Manager for the Town of Front Royal, and approve the Town Manager Agreement with Steven M. Burke as Town Manager; and the Mayor to execute the agreement on behalf of the Town.*

Vote: Yes – Conkey, Holloway, Lauder, and Tharpe  
No – N/A  
Abstain – N/A

Absent – Parker and Sayre

(Mayor Darr did not vote as there was no tie to require his vote)

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There being no further business, the Mayor declared the meeting adjourned at 7:41 p.m.

APPROVED:

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Jennifer E. Berry  
Clerk of Council