



## TOWN COUNCIL REGULAR MEETING MINUTES

January 25, 2021 @ 7:00PM in Warren County Government Center

The following minutes are a summary of items on the agenda. This meeting may be viewed in its entirety by accessing the video of the same date online via the Town's website at [www.frontroyalva.com](http://www.frontroyalva.com).

**Moment of Silence was led by Vice Mayor Cockrell**

**Pledge of Allegiance was led by Councilman McFadden**

**ROLL CALL PRESENT:** Vice Mayor Lori A. Cockrell  
 Councilman Gary L. Gillispie  
 Councilman E. Scott Lloyd  
 Councilman Joseph E. McFadden  
 Councilman Jacob L. Meza  
 Councilman Letasha T. Thompson

**ABSENT:** Mayor Chris W. Holloway

**APPOINTED STAFF PRESENT:** Town Manager Steven W. Hicks  
 Town Attorney Douglas W. Napier  
 Clerk of Council Tina L. Presley (via remote)

**APPROVAL OF MINUTES - Councilman moved seconded by Councilman Lloyd that Council approve the Regular Council Meeting minutes of January 11, 2021 as presented.**

Vote: Yes – Vice Mayor Cockrell, Councilmen Gillispie, Lloyd, McFadden, Meza and Thompson

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

### **RECEIPT OF PETITIONS AND/OR CORRESPONDENCE FROM THE PUBLIC**

*(comments may be heard in their entirety on the Town's website by accessing video of the same date)*

Paul Gabbert, 1221 Valley View Dr, gave his comments regarding actual litigation, proposed Town Building Inspection Office, cutting of trees along Happy Creek, renaming a street after Donald Trump, appointment of the vice mayor, violations of Town Charter regarding non-partisan elections and signs for the hospital.

Karen Patton, Front Royal, voiced concern over not being able to obtain statistical information from law enforcement and social services regarding the children in homes where people have been arrested. She suggested that Council stop fighting amongst themselves and help the community improve lives.

**REPORTS****a. Report of Special Committee of Town Officials and Town Manager**

Town Manager Hicks advised that the Town Hall will re-open on February 1, 2021. The weather will determine whether Town Hall will close early or open late.

**b. Requests and Inquiries of Council Members**

Councilman Gillispie responded that the actual litigation mentioned earlier was turned over to the Virginia Municipal League (VML) the same day it was brought to Council's attention. He noted that he was at the polls on election days supporting all the candidates.

Councilman Thompson responded that the actual litigation mentioned was taken seriously. She explained that a Town Building Inspection Office is being considered due to not getting quick enough responses from the County. She noted that she did not see an engineering report pertaining to the cutting of trees along Happy Creek. She voiced her disagreement for renaming a street due to the hardship of residents of having to change their address. She advised that she was not caught off guard regarding the Vice Mayor appointment. She voiced concern over children passing away due to the widespread drug epidemic in our community. She suggested that the funds collected from a PILOT program with Valley Health could be used towards community efforts to assist everyone involved with the drug epidemic not just the ones who get arrested.

Councilman McFadden explained about the internal Building Inspections Office, noting that while he was on the Planning Commission a rental inspection ordinance was discussed but not approved; however, he explained that the building inspection office is an extension of that. He suggested that the community look at it as part of the Town's future by taking care of blighted buildings and not waiting on the County to take care of our problems. He suggested a monthly report with numbers and to place on a work session on what the council can do.

Councilman Lloyd acknowledged Ms. Patton's comments and assured the public that the naming of streets does not take priority over the drug epidemic in this community and apologized if that was the impression that the Council was giving. He voiced his sincere commitment to do whatever necessary to address it.

Councilman Gillispie advised that a committee has been formed in the community to combat the drug epidemic in Front Royal and Warren County. He noted that a number of agencies including law enforcement are trying to get ahead of this.

Vice Mayor Cockrell voiced appreciation to those who reached out to her and her family for the loss of her father last week.

c. Report of the Mayor – Due to Mayor Holloway being ill, there was no report. It was noted that the appointments would be made by the Mayor at the next meeting.

**PROPOSALS FOR ADDITION/DELETION OF ITEMS – None**

Councilman Meza moved second by Councilman McFadden to allow a gentleman to speak since he missed the time that allowed citizens to comment.

VOTE: unanimous (NO ROLL CALL)

Shaun O'Reilly voiced his delight that Council was proposing to name a street after Donald Trump.

**CONSENT AGENDA ITEMS**

A. FY21 Budget Transfer Release of Street Contingency Funds

*Council approved a FY21 budget transfer to release \$187,365.00 from the street fund contingencies and transfer funds to previously removed line items & street reconstruction for paving.*

B. Resolution to Increase Stipends for Boards/Commissions

*Council approved the Resolution pertaining to Amending Stipends for Planning Commission, Board of Zoning Appeals (BZA) and Board of Architectural Review (BAR) as presented.*

C. Authorization to Sell Excess Property through Private Sale

*Council authorized the sale of excess property (surplus Kendrick and Happy Creek Transformers) through private sale.*

D. Award for Legal Services including Bond Counsel for Upcoming I & I Abatement and Redundant Waterline Bond and Potential Bond Validation

*Council approved an award for legal services to Estes Law and Consulting, PLLC for a total amount not to exceed \$31,000.00, that includes \$12,500 for the completed services of bond counsel for the I & I Abatement bond, and \$13,500.00 for the redundant waterline bond, and a potential bond validation of \$5,000.00.*

E. FY21 Budget Amendment for Insurance Reimbursement

*Council approved a FY21 budget amendment totaling \$7,644.53 for insurance reimbursements to offset unexpected expenses incurred by the Town for structural and vehicle damages.*

*Councilman Meza moved seconded by Councilman Thompson that Council approve the consent agenda as presented.*

Vote: Yes – Vice Mayor Cockrell, Councilmen Gillispie, Lloyd, McFadden, Meza and Thompson

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

**APPROVAL** – Authorize to Advertise for Public Hearing for McKay Springs Property: Approval of Letter of Intent and Approval of Sales Process

*Councilman Thompson moved seconded by Councilman McFadden that Town Council authorize that a public hearing upon the question of the sale of the McKay Springs property be held after two (2) publications in a newspaper published or having general circulation in Front Royal be had. I further move that bids be received in accordance with Town Code 1-22. A. 1. and Va. Code § 15.2-2102.*

Councilman Meza commented that this was a great example of the Town and County working together.

Vote: Yes – Vice Mayor Cockrell, Councilmen Gillispie, Lloyd, McFadden, Meza and Thompson

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

**CLOSED MEETING** – Personnel – Boards and Commissions (Urban Forestry Advisory Commission, Front Royal-Warren County Joint Tourism Committee and Board of Architectural Review)

**Motions to Go Into Closed Meeting**

Councilman McFadden moved second by Councilman Thompson I move that Council go into Closed Meeting for the purpose of assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific, public officers, appointees or employees of a public body, specific to the Urban Forestry Advisory Commission, the Front Royal-Warren County Joint Tourism Committee and the Board of Architectural Review, pursuant to Section 2.2.3711.A.1. of the Code of Virginia

Vote: Unanimous (NO ROLL CALL)

**Motion to Certify Closed Meeting at its Conclusion**

Councilman Gillispie moved seconded by Councilman Meza that the Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by the Council, and that the vote of each individual member of the Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

Vote: Yes – Vice Mayor Cockrell, Councilmen Gillispie, Lloyd, McFadden, Meza and Thompson

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Approved by Town Council

Date: 2/8/21