



## TOWN COUNCIL WORK SESSION MINUTES

Tuesday, February 4th, 2021 at 7:00 PM

Town Hall Conference Room

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).

### **Closed Meeting – Disposition of Publicly Held Property, Consultation with Legal Counsel, Actual Litigation, Personnel Matters**

*Councilman Gillispie moved, seconded by Vice Mayor Cockrell, that Town Council go into Closed Meeting pursuant to Va. Code Sections 2.2- 3711., in the following subsections indicated of that Code Section, to discuss the following matters:*

*(1) The disposition of publicly held real property, specifically the Afton Inn property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. (A.3., A.8.)*

*(2) Consultation with legal counsel employed or retained by a public body regarding specific legal matters; and the possible taxation of certain portions of hospital real and personal properties located in the Town of Front Royal; pursuant to Va. Code § 58.1-3606. A. 5. of the Code of Virginia.(A.8.)*

*(3) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation, specifically, a lawsuit brought by a former Town staff member against the Town, where such consultation or briefing in Open Meeting would adversely affect the negotiating or litigating posture of the public body.(A.7.)*

*(4) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation, specifically, a lawsuit brought by the Town against the Warren County EDA and Jennifer McDonald, as well as a bankruptcy petition filed by Jennifer McDonald in an attempt to divest herself of debts she owes the Town. (A. 7.)*

*(5) the purpose of assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific, public officers, appointees or employees of a public body, pursuant to Section 2.2.3711.A.1. of the Code of Virginia*

Vote: Yes – Councilmen Cockrell, Gillispie, Lloyd & Thompson

No – N/A

Abstain – N/A

Absent – Councilmen McFadden and Meza

ROLL CALL

*Vice Mayor Cockrell moved, seconded by Councilman Gillispie that 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 Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.*

Vote: Yes – Mayor Holloway, Councilmen Cockrell, Gillispie, Lloyd & Thompson

No – N/A

Abstain – N/A

Absent – Councilmen McFadden and Meza

ROLL CALL

**Fiscal Year 2021-2022 Proposed Budget Presentation** – Town Manager Steven Hicks, Finance Director BJ Wilson, and Purchasing Manager Alisa Scott, presented Council with a PowerPoint that highlighted the top goals for the town and how the FY22 budget would support those goals. The goals focused on economic development & marketing, infrastructure, appearance, communication, and the Town's employees. Additionally, they noted that together with Town Staff they were able to realize a \$1.5 million reduction in the overall FY22 budget.

**FY21 Budget Amendment/Intra Fund for Purchase of Refuse Truck** – Finance Director Wilson explained the immediate need for an additional refuse truck. He stated that citizens were spending more time at home due to COVID-19 and the current refuse fleet was reaching maximum capacity. Council all agreed to add the Refuse Truck purchase to their consent agenda.

**Matrix for the Change in Meeting Times** – Mr. Hicks provided council with a matrix that included agenda item due dates and publication dates. He explained that due to the decrease in monthly Council meetings, his goal was to provide Councilmembers with more time to review agendas and ask questions prior to their Work Sessions and Regular Meetings.

**Open Discussion** – Councilman Gillispie referenced the 'Drug Prevention Committee' that he is a part of, explaining their plan to focus on education. He noted that Warren County was exploring the possibility of hiring a part-time grant writer specifically to help their cause. He also added his belief that Council should draft and send a resolution to the State opposing the recent change in legislation regarding Marijuana. Councilman Lloyd wondered if there was a need for a full-time grant writer, not just for drug prevention, but other grant opportunities as well.

Vice Mayor Cockrell stated that she had been approached by several citizens wondering if the Gazebo area could be used to host a safe, outdoor Prom. Mr. Hicks stated that he thought it was a "great idea" and asked if the school system could provide him with some tentative dates.

Mr. Hicks also proposed that the Town begin offering twenty-four hours of funeral leave to employees as well as 8 hours of volunteer time. Council all agreed.

Mayor adjourned the work session at 9:57 P.M.

PRESENT: Mayor Holloway, Vice Mayor Cockrell, Councilmen Gillispie, Lloyd, and Thompson, Town Manager Steven Hicks, Town Attorney Doug Napier, Deputy Clerk of Council Mary Ellen Lynn, Finance Director BJ Wilson, Purchasing Manager Alisa Scott.

ABSENT: Councilmen McFadden and Meza

Approved by Town Council

Date: 2/22/21