



## TOWN COUNCIL SPECIAL MEETING MINUTES

Monday, April 12<sup>th</sup>, 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).

### ROLL CALL FOR MAYOR/TOWN COUNCIL

**PRESENT:** Mayor Chris W. Holloway  
 Vice Mayor Lori A. Cockrell  
 Councilman Gary L. Gillispie  
 Councilman E. Scott Lloyd  
 Councilman Joseph E. McFadden  
 Councilman Jacob L. Meza

**ABSENT:** Councilman Letasha T. Thompson

*(the above represents municipal officers of the Town of Front Royal as stated in Town Charter Section 4)*

### COUNCIL APPROVAL – Resolution for Leach Run Parkway

*Vice Mayor Cockrell moved, seconded by Councilman Gillispie to approve the Resolution for Leach Run Parkway as presented.*

Vote: Yes – Unanimous (NO ROLL CALL)

Mayor Hollow adjourned the Special Meeting at 7:01 PM and Council began their Work Session.

Approved by Town Council

Date: 6/28/21



## TOWN COUNCIL WORK SESSION MINUTES

Monday, April 12<sup>th</sup>, 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).

Councilman Thompson arrived directly after the Special Meeting at 7:02 P.M.

### Closed Meeting – Personnel and Consultation with Counsel and Investment of Public Funds

*Vice Mayor Cockrell moved, seconded by Councilman Meza, that Town Council convene and go into Closed Meeting under the following provisions of Section 2.2-3711 of the Freedom of Information Act as follows:*

*(1) To discuss and consider the appointment, performance, and resignation of specific public officers and appointees of any public body, pursuant to Section 2.2-3711. A. 1. of the Code of Virginia., under subsection A. 1.*

*(2) Consultation with legal counsel employed or retained by Town Council regarding specific legal matters requiring the provision of legal advice by such counsel, under subsection A. 8.*

*(3) Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of Town Council would be adversely affected, specifically a medical practice located in Town, under subsection A. 6.*

*(4) for the purpose of consultation with legal counsel employed or retained by Town Council regarding specific legal matters requiring the provision of legal advice by such counsel, specifically, the legalities and potential legal liability exposures of the Town regarding its Town-owned Town Commons pursuant to Va. Code Section 2.2-3711. A. 8.*

There was a unanimous consensus of Council to go into Closed Session.

*Councilman Gillispie moved, seconded by Vice Mayor Cockrell, 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, McFadden, Meza & Thompson

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

**Water/Sewer Line Replacement Program** – Finance Director, BJ Wilson, presented Council with various options for a Water/Sewer Line Replacement Program for homeowners at the request of Mayor Holloway. Mr. Wilson explained that sewer line replacement could be included in the Inflow & Infiltration (I & I) Abatement Project. He recommended Council develop a grant program for the project.

Councilman Lloyd asked if there was state or federal funding available. Mr. Wilson explained that any grants from the state or federal governments would need to be applied for directly by the homeowner. He noted that a grant program through the town would provide funding to citizens to hire a pre-approved contractor to complete the work. He added that, for budgetary purposes, the town would place a cap on the amount of grants awarded per year.

Council expressed their wish to move forward and asked Mr. Wilson to provide them with more detailed information on how the program would work.

**Happy Creek Sanitary Sewer Replacement Project** – Mr. Wilson explained that the estimated cost for the Happy Creek Sanitary Sewer Replacement project would be \$1 Million Dollars. Town Staff recommended transferring the necessary funds from the fund balance, to then be replaced by an I&I Loan that would be obtained later in the year. He noted that, due to the amount, the transfer would require a public hearing, and Council's approval.

**Proposed Amendment to Chapter 170 "Weeds and Debris"** – Interim Director of Planning and Community Development, Chris Brock, explained that Town Staff was recommending a minor change to Town Code Chapter 170. The change would add the word "designee" throughout the chapter to save time with property owner notification and response to complaints. Mr. Brock noted that, as written, Chapter 170 is one of the most difficult code sections to enforce. Town Manager, Steven Hicks, added that Council should expect similar changes to the town code in the future. Council all agreed to move forward with a public hearing.

**Rezoning Requesting Amendment of the Zoning Map from R-3 to C-1 of 0.45 Acre of Land on the West Side of Pine Street near the Intersection of South Street for Additional Employee and Customer Parking Space for Spelunkers Restaurant** – 116 South Street, LLC was available to speak with Council regarding their rezoning request. Councilman Meza asked why both parcels were

**Liaison Committee Meeting Items for April 15<sup>th</sup> Meeting** – The April 15<sup>th</sup> Liaison Committee Meeting was rescheduled for April 29<sup>th</sup>. Vice Mayor Cockrell mentioned adding the discussion of youth centers to the agenda. Mayor Holloway, Councilman Gillispie and Councilman McFadden agreed to attend.

**Resolution Initiating Proposed Text Amendments to the Regulations of Chapter 148 and Chapter 175 Pertaining to Permitting and Approval Authorities of the Planning Commission** – Council all agreed to move forward with a public hearing on the changes to Chapters 148 & 175 as presented.

**Open Discussion** – Town Manager Hicks informed Council that he would be absent for their Regular Council Meeting on April 26<sup>th</sup>, 2021.

Councilman Lloyd requested Town Attorney research what the upcoming legalization of marijuana would mean for localities.

Mayor adjourned the work session at 9:02 P.M.

PRESENT: Mayor Holloway, Vice Mayor Cockrell, Councilmen Gillispie, Lloyd, McFadden, Meza, and Thompson, Town Manager Steven Hicks, Town Attorney Doug Napier, Deputy Clerk of Council Mary Ellen Lynn, Finance Director BJ Wilson (remotely), Purchasing Manager Alisa Scott, Information Technology Director Todd Jones, members of the public and press.

Approved by Town Council

Date: 6/28/21