



TOWN COUNCIL WORK SESSION MINUTES

Monday, May 10th, 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.

Closed Meeting – Personnel, Consultation with Legal Counsel, Disposition of Publicly Held Property

Councilman McFadden moved, seconded by Vice Mayor Cockrell, that Town Council go into Closed Meeting pursuant to Section 2.2-3711, of the Code of Virginia for the following purposes:

(A) The discussion, consideration, or interviews of prospective candidates for appointment to various Boards, under subsection A. 1.

(B) The purpose of assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of a public body, under subsection A. 1

(C) 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 under Subsection A. 8.

(D/E) The disposition of publicly held real property, specifically, the use and the sale or vacation of a Town right of way, being an alley (Carter Street and N. Royal Avenue) where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of Town Council under subsection A.3.

(F) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, under subsection. A. 8.;

(G) Regarding claimed or potential financial obligations, whether legal or moral, consultation with legal counsel employed or retained by Town Council and briefings by staff

members or consultants regarding specific legal matters, including actual and probable litigation, requiring the provision of legal advice, under subsections A. 7 and 8.

(H) With respect to an MOA, 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.

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

No – N/A

Abstain – N/A

Absent – Councilman Meza

ROLL CALL

Councilman McFadden 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 & Thompson

No – N/A

Abstain – N/A

Absent – Councilman Meza

ROLL CALL

Mayor temporarily adjourned the Closed Meeting at 10:20 P.M. after discussions of items A, C, F & H, so Council could proceed with their Public Work Session.

Blighted Building Process and Blighted Properties on Non-Conforming Lots – Town Code Enforcement Officer, Chris Brock, gave a presentation regarding amendments to the Town Code that would help Town Staff make progress on blighted buildings that are located on non-conforming lots. He suggested that if Council and Town Staff deemed a property 'blighted,' based on specific criteria, then Council could pass an ordinance to require demolition. Additionally, the non-conformity could be grandfathered in, giving the property owner an incentive to rebuild. He added that prior to a required demolition, he would attempt to work with building owners to assist them in creating an effective management plan.

Update on Proposed Special Events Policy and Procedures – Purchasing Manager, Alisa Scott, explained that the Town had created a sub-committee for future Special Events. She recommended removing the section of Town Code related to Special Events and creating a separate document that would be kept in the Town Managers Office. This would allow Town Staff

to make necessary changes to Special Event Policies and Procedures more quickly and efficiently. Council agreed to move forward with a Public Hearing to remove Special Event Policies and Procedures from the Town Code.

Proposed Amendment to Town Code Chapter 158-6 Adoption by Reference of the State Motor Vehicle Laws – Council all agreed.

Continuation of Closed Meeting

Councilman McFadden moved, seconded by Councilman Gillispie, that Town Council go into Closed Meeting pursuant to Section 2.2-3711, of the Code of Virginia for the following purposes:

(B) The purpose of assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of a public body, under subsection A. 1

(D/E) The disposition of publicly held real property, specifically, the use and the sale or vacation of a Town right of way, being an alley (Carter Street and N. Royal Avenue) where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of Town Council under subsection A.3.

(G) Regarding claimed or potential financial obligations, whether legal or moral, consultation with legal counsel employed or retained by Town Council and briefings by staff members or consultants regarding specific legal matters, including actual and probable litigation, requiring the provision of legal advice, under subsections A. 7 and 8.

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

No – N/A

Abstain – N/A

Absent – Councilman Meza

ROLL CALL

Councilman McFadden 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 & Thompson

No – N/A

Abstain – N/A

Absent – Councilman Meza

ROLL CALL

Mayor adjourned the work session at 11:49 P.M.

PRESENT: Mayor Holloway, Vice Mayor Cockrell, Councilmen Gillispie, Lloyd, McFadden and Thompson, Town Manager Steven Hicks, Deputy Clerk of Council Mary Ellen Lynn, Clerk of Council Tina Presley 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: 5/24/21