



TOWN COUNCIL REGULAR MEETING MINUTES

October 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.

Moment of Silence

Pledge of Allegiance was led by Councilman McFadden

ROLL CALL PRESENT: Mayor Chris W. Holloway
Vice Mayor Lori A. Cockrell
Councilman E. Scott Lloyd
Councilman Joseph E. McFadden
Councilman Letasha T. Thompson

ABSENT: Councilman Gary L. Gillispie

APPOINTED STAFF PRESENT: Town Manager Steven W. Hicks
Town Attorney Douglas W. Napier
Clerk of Council Tina L. Presley

APPROVAL OF MINUTES – Vice Mayor Cockrell moved, seconded by Councilman McFadden that Council approve the Work Session Minutes of September 13th, Regular Meeting Minutes of September 27th, Audit/Finance Committee Meeting Minutes and Work Session Minutes of October 12th and Special Meeting Minutes of October 13th, as presented.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

ADDITION/DELETION OF ITEMS FROM THE AGENDA – None

RECOGNITIONS/AWARDS/REPORTS –

Brandon Davis, Executive Director of the Northern Virginia Shenandoah Valley Regional Commission gave a report including new developments on the Rail to Trail Project. He encouraged Council to visit the website for more information on the progressing project at <https://shenandoahalliance.org/project/shenandoah-rail-trail-partnership/>.

PUBLIC HEARINGS**A. FY2022 Budget Amendment and Award for Sanitary Sewer Point Repairs**

Mayor Holloway opened the public hearing. No one spoke and the public hearing was closed.

Vice Mayor Cockrell moved, seconded by Councilman Thompson that Council approve a FY2022 Budget Amendment in the amount of \$2,052,087.98 and approve an award contract to Snyder Environmental Services, Inc. in the same amount for urgent sanitary sewer point repairs.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

B. FY2022 Budget Amendment for Outstanding Purchase Orders

Mayor Holloway opened the public hearing. No one spoke and the public hearing was closed.

Councilman McFadden moved, seconded by Councilman Thompson that Council approve a FY2022 Budget Amendment in the amount of \$11,351,303.86 to carry forward unpaid balances on purchase orders not completed as of June 30, 2021, and to carry funds forward to fiscal year 2022, as presented.

Vice Mayor Cockrell clarified that this was money already budgeted but not yet spent as of June 30, 2021.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

PUBLIC COMMENTS (COMMENTS NOT RELATED TO PUBLIC HEARINGS)

Craig Anderson, 110 Sunset Lane, Linden, VA, referenced and left with the Clerk of Council a June 2020 New York Post article “Black Lives Matter Co-Founder Describes Himself as Trained Marxist” encouraging Council to read.

REPORTS

A. Town Manager Report – Steven Hicks advised that Council’s Work Session will be held on November 8th. Town Hall’s new hours, beginning November 1st, will be 8:00am – 4:30pm with a news release being distributed tomorrow. All Town business offices will be closed for Veterans Day on November 11th. Vice Mayor Cockrell asked that Mr. Hicks update Council on how the new hours are working out.

B. Town Council Reports

Councilman McFadden advised that he volunteered at the Visitor Center over the weekend due to the shortage of staff and noted the many visitors from various states who were staying in short-term rentals.

Vice Mayor Cockrell advised that Hometown Halloween, which the Town is a co-sponsor, would be held this weekend on Sunday, October 31st from 4:00pm – 8:00pm in Downtown Front Royal. Clerk of Council Presley confirmed that there are other events being planned for 12:00pm at the Gazebo.

Councilman Lloyd gave an update on the Ministerial Association and Sister City status.

C. Mayor Report – None

CONSENT AGENDA ITEMS

A. Resolution to Adopt Empower Retirement Plan Document

Council approved a resolution for the Empower Retirement 457(b) Deferred Compensation Plan and approve the plan amendment fee due Empower Retirement of \$300, as presented. I further move that Council directs the Town Manager to execute the plan document(s).

B. Resolution for VDOT Revenue Sharing Application for 8th Street Bridge Replacement

Council approved a Resolution for the Virginia Department of Transportation (VDOT) Revenue Sharing Application for the 8th Street Bridge Replacement as presented.

Vice Mayor Cockrell moved seconded by Councilman Thompson to approve the Consent Agenda, as presented.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

BUSINESS ITEMS

A. Appointment and Re-Appointment to the Board of Architectural Review

Vice Mayor Cockrell moved, seconded by Councilman McFadden, that Council appoint Katherine Snyder to the Board of Architectural Review to a four-year term beginning November 13, 2021, and ending November 13, 2025. Vice Mayor Cockrell further moved seconded by Councilman McFadden that council re-appoint Gary Vaughn to the Board of Architectural Review to another four-year term ending November 13, 2025.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

B. Bid Award for Operations Plan and Drought Management Plan

Councilman McFadden moved, seconded by Councilman Thompson that Council approve a bid award to CHA Consulting in the amount of \$23,950.00 for the successful completion of an Operations Plan and Drought Management Plan as requested from the Water Treatment Plant.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

C. Bid Contract Award for Snow Removal for the FY22 Winter Season

Councilman McFadden moved, seconded by Councilman Thompson that Council approve the bid contract award to Timber Works LLC for the snow removal services for the FY22 winter season based on the mobilization fees at the beginning and end of the season: \$125 per hour for each 7.5 snowplow and \$125 per hour for each skid steer loader.

Town Manager Hicks clarified that this was supplement workforce in the case of a large snow event as well as when the Town is understaffed with CDL drivers.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

D. Award for Sole Source Purchase of Goods and Services to Replace Three (3) Raw Water Pumps

Councilman Lloyd moved, seconded by Councilman McFadden that Council approve the sole source purchase of goods and services to replace three (3) raw water pumps at the Luray Avenue Pump Station from Flomec, Inc. in the amount of \$316,860.00.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

E. Bid Award for De-Icing Road Salt

Councilman McFadden moved, seconded by Vice Mayor Cockrell that Council approve the bid award for de-icing road salt to Morton Salt, Inc. at \$79.61 per ton.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

CLOSED MEETING –

Vice Mayor Cockrell moved, seconded by Councilman Thompson that Town Council go into Closed Meeting pursuant to Section 2.2-3711.A. of the Code of Virginia for the 1) discussion, consideration, or interviews of prospective candidates for appointment to boards for which Town Council has the power of appointment, as well as the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town, pursuant to Subsection 1. of that Code; and 2) with respect to a commercial/industrial enterprise outside the Town's corporate limits that is being requested the Town furnish public utilities to, pursuant to Section 2.2-3711. of the Code of Virginia, as follows: The discussion of the award of a public contract involving the expenditure of public funds, and discussion of the terms or scope of such contract, where discussion in an Open Meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711. A. 29. of the Code of Virginia.

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

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

Councilman McFadden moved, seconded by Councilman Thompson moved seconded by Councilman 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, Vice Mayor Cockrell, Councilmen Lloyd, McFadden, and Thompson

No – N/A

Absent – Councilman Gillispie

Abstain – N/A

ROLL CALL

Approved by Town Council

Date: 11/22/21