



TOWN COUNCIL JOINT WORK SESSION WITH PLANNING COMMISSION MINUTES

Tuesday, August 16, 2022 at 6:30 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.

Update on the Comprehensive Plan from Summit Engineering, Inc. – Anne Darby of Summit Design and Engineering Services gave Council and the Planning Commission a recap of what had been completed thus far on the Comprehensive Plan such as survey results; bases of data; vision; and summary of public input process. She then advised what was coming up next including public hearings for both entities. It was confirmed that there were still opportunities before the public hearings for changes to be made noting a requested deadline for those changes being the end of August. Ms. Darby and Director of Planning Kopishke asked that all requests be sent to her, and she would forward to Summit. Due to the Comprehensive Plan having approximately 200 pages it was requested to send only those pages that have edits on them. Councilman Gillispie asked for a larger map to be distributed. There was much discussion on the end of August being the deadline, but staff stressed the importance of not delaying the Comprehensive Plan's completion. It was suggested to schedule another meeting between now and the 31st and invite the Front Royal Economic Development Authority (FREDA). Ms. Kopishke advised that she would have notebooks for FREDA available at their meeting on Thursday.

Mayor adjourned at 6:58pm and took a short recess.

PRESENT FOR JOINT MEETING: Mayor Holloway, Vice Mayor Cockrell, Councilmembers Gillispie, Jackson, Morris and Thompson. PC Chairman Darryl Merchant, PC Vice Chairman Will Gordon, PC Members Connie Marshner, Joshua Ingram and Doug Jones. Interim Town Manager Kathy Leidich, Interim Town Attorney George Sonnett, Clerk of Council Tina Presley, Director of Planning Lauren Kopishke, Police Chief Kahle Magalis, Interim Director of Energy Services Mary Ellen Lynn, Deputy Zoning Administrator/Town Planner I John Ware, Permit Technician Monic McClure, Manager of IT Grant Autry and members of the public and press.

TOWN COUNCIL SPECIAL WORK SESSION MINUTES

Tuesday, August 16, 2022 immediately following Joint Work Session in 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.

Continued Discussion on the Power Purchase Portfolio – Interim Director of Energy Services Mary Ellen Lynn introduced Garrett Cole of GDS Associates, Inc. who was via Microsoft Teams for tonight's meeting. She continued with a recap of the future needs discussion at the Council Work Session held in June. She reminded them of a volatile market and the need to protect the Town and keep the budget in line. Mrs. Lynn gave a brief presentation "Town of Front Royal – Power Supply RFP-Not to Exceed Authorization". She highlighted various areas to include Annual Energy Portfolio from 2022 – 2031 predictions; Indicative RFP

Results & Market Price Forward Movement for 2023 – 2025; and, Wholesale Cost Projection Assuming 3-year Seasonal Hedge for 2022/2023, 2023/2024, 2024/2025 and 2025/2026. She quoted the price of \$94.35 currently and stressed that they did not want to go into the open market. Mr. Cole advised that GDS would get the lowest price possible. Mrs. Lynn noted that the costs would be less in 2023 and more in 2024 and 2025. Councilman Gillispie questioned what the increase would be for the typical homeowner. Mrs. Lynn advised that until they began the process a projection could not be given stressing that they may not need to do anything. She explained the decrease of the PCA charge (Power Cost Adjustment) in 2019 and the option for an increase to that charge. She stressed the importance of trying not to impact the residents too much. Council agreed to add the resolution authorizing GDS Associates to execute the 2023-2025 fixed volume energy supply schedule with American Municipal Power (AMP) to the Consent Agenda of the August 22nd Regular meeting.

Blight Abatement Program – Hotels – Planning Director Lauren Kopishke, Chief of Police Magalis, Deputy Zoning Administrator/Planner I John Ware and Permit Technician Monica McClure advised that they were looking for direction from Council on how to begin the Bligh Abatement Program. Council was given an update on the current enforcement problems occurring in Town hotels and motels as they related to long term residency. They were presented with possible code amendments and inspections. Council voiced concern on the displacement of families especially those with children and questioned why the focus should not be more on abandoned properties. There was much discussion on how the hotels/motels operated including their management, no credit checks, payment by the week, etc. Vice Mayor Cockrell drew Council's attention to the success of the project in Ashland, Virginia noting that it was not a quick process and would take years to initiate. Chief Magalis advised that they were directed to look at hotels and motels and gave Council all the calls at these properties with focus on domestics, drugs and sex offenses. Councilwoman Thompson advised that hotels/motels were not her priority. Ms. Kopishke noted that the zoning ordinance is in the process of being rewritten and suggested that specific regulations could be placed in there related to hotels and motels accountability that could result in fines as an example.

Councilman Jackson left the meeting at 7:30pm

There was consensus in holding hotel/motel owners more accountable and protecting the children. Mr. Ware explained how property maintenance worked and the difference between blight and property maintenance. Ms. Kopsishe advised that property maintenance and spot blight abatement were currently in the Town Code; however, an Appeals Board needed to be formed. She questioned whether Council wanted to use the County's current board or for the Town to form their own. It was mentioned that the current Zoning Ordinance was not inline with the State Code. Interim Town Manager Leidich advised that Summit would correct that upon their rewrite. It was agreed that this subject come back before Council at their next meeting in September.

Continued Discussion of Condemnation Resolution for Redundant Waterline in Route 522 N Corridor – Interim Town Manager Kathy Leidich gave Council a brief update to the Condemnation Resolution revision from Council's July 25th Regular Meeting. She advised that the certified letter in question was mailed. Councilman Gillispie questioned when the construction would begin. She advised that it was on schedule and in "a perfect world" it would begin in October. Council agreed to place the resolution on the Consent Agenda for the Regular Meeting on August 22nd.

CLOSED MEETING

Vice Mayor Cockrell moved seconded by Councilwoman Thompson that Council convene and go into a Closed Meeting 1) for the discussion, consideration, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of any public body, specifically Town Manager, Town Attorney, and Clerk of Council pursuant to §2.2-3711(A)(1) of the Code of Virginia; and, 2) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel specifically, support of the Front Royal Economic Development Authority, pursuant to §2.2-3711(A)(8) of the Code of Virginia

Vote: Yes – Vice Mayor Cockrell and Councilmembers, Gillispie, Morris, and Thompson

No – N/A

Absent – Councilman Jackson

Abstain – N/A

ROLL CALL

Motion to Certify Closed Meeting at its Conclusion

[At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:]

Councilman Gillispie moved seconded by Councilwoman Morris 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 – Vice Mayor Cockrell and Councilmembers, Gillispie, Morris, and Thompson

No – N/A

Absent – Councilman Jackson

Abstain – N/A

ROLL CALL

PRESENT: Mayor Holloway, Vice Mayor Cockrell, Councilmembers Gillispie, Jackson (left early), Morris and Thompson, Interim Town Manager Kathy Leidich, Interim Town Attorney George Sonnett, Clerk of Council Tina Presley, Director of Planning Lauren Kopishke, Police Chief Kahle Magalis, Interim Director of Energy Services Mary Ellen Lynn, Deputy Zoning Administrator/Town Planner I John Ware, Permit Technician Monic McClure, Manager of IT Grant Autry and members of the public and press.

Approved by Town Council

Date: 10/24/22 -----