



TOWN COUNCIL REGULAR MEETING MINUTES

December 12, 2022 @ 7:00PM in the 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 led by Councilwoman Thompson

ROLL CALL PRESENT: Mayor Chris W. Holloway
Vice Mayor Lori A. Cockrell
Councilman Gary L. Gillispie
Councilwoman Amber F. Morris
Councilman R. Wayne Sealock
Councilwoman Letasha T. Thompson

ABSENT: Councilman Duane R. "Skip" Rogers

APPOINTED STAFF PRESENT: Town Manager Joseph E. Waltz
Town Attorney George M. Sonnett, Jr.
Clerk of Council Tina L. Presley

APPROVAL OF MINUTES – Vice Mayor Cockrell moved seconded by Councilwoman Morris that Council approve the Regular Meeting minutes of November 28th, and Special Meeting minutes of November 29th and November 30th, 2022, as presented.

Councilman Sealock asked that the name "Jackson" be replaced with "Sealock" on page 2 in the vote of the November 29th meeting minutes.

Vote: Yes – Vice Mayor Cockrell, Councilmembers Gillispie, Morris, and Thompson
No – N/A
Absent – Councilman Rogers
Abstain – N/A

ROLL CALL

ADDITION/DELETION OF ITEMS FROM THE AGENDA –

Vice Mayor Cockrell moved seconded by Councilwoman Morris that Council remove 11C – Advance Application/Authorize to Advertise for a Public Hearing – Vacation of a Portion of an Alley and place on the January 9, 2023 work session agenda.

Vote: Yes – Vice Mayor Cockrell, Councilmembers Gillispie, Morris, and Thompson
No – N/A
Absent – Councilman Rogers
Abstain – N/A

ROLL CALL

RECOGNITIONS/AWARDS/REPORTS – Mayor Holloway and Councilmembers Gillispie and Thompson were recognized with plaques for their dedicated service.

PUBLIC HEARINGS - None

PUBLIC COMMENTS (COMMENTS NOT RELATED TO PUBLIC HEARINGS) - None

REPORTS

A. Town Manager Report – Mr. Waltz gave the following report:

Good evening, I wanted to provide a few updates on projects the Town is currently working on. We issued a public notice last week about our contractor, Bushong, who will be upgrading the waterline on Braxton Road between Leach Street and Polk Ave. This work started today and will continue through the end of February. Please use caution while driving and walking in this area.

We also plan to have our contractor back in-town in the next two weeks to finish the line painting from the recent paving projects.

As we approach the Holidays, our trash and recycling schedule will change due to the observance of the holidays for town staff. First of all, due to the reduced work week, we will have no yard waste collection from Dec 19 through Jan 6th. But we will start collecting your xmas trees starting on January 11th.

Trash and recycling collection for Friday December 23rd will be collected on Wednesday December 21st

Trash and recycling collection for Monday December 26th will be collected on Wednesday December 28th

Trash and recycling collection for Monday January 2nd will be collected on Wednesday January 4th

Please check the website for the schedule changes or just give us a call.

We are also monitoring the weather event this Thursday and will make preparations if necessary for any pretreatment.

And finally, on behalf of all Town employees, we would like to wish everybody a happy Holiday and a safe new year.

B. Town Council Reports –

Councilman Gillispie wished everyone a Merry Christmas and a Happy New Year. He thanked the employees for their service and the citizens for allowing him to serve.

Councilman Sealock wished everyone the best of holidays with a reminder that there are still those who work during the holiday and are being taken away from their families.

Councilwoman Thompson thanked everyone for allowing her to serve and wished everyone a happy celebration season in whatever fashion they celebrated.

Vice Mayor Cockrell advised that she received positive comments about the recently held Christmas parade and noted that it was a great community event. She advised that she attended Community Planting Day where (26) trees were planted. She gave a shout-out to the volunteers as well as those who were on the Environmental Sustainability Advisory Committee (ESAC). She noted it was a great opportunity for the community to come together.

Councilwoman Morris reiterated that the Christmas parade was a huge success. She thanked Community Engagement Manager Lizi Lewis, the Chamber of Commerce and the Town Manager for their hard work and participation. She thanked Mayor Holloway and Councilmembers Thompson and Gillispie for their service. She wished everyone a Merry Christmas and a Happy New Year.

C. Mayor Report – Mayor Holloway echoed sentiments of Council about the parade. He thanked everyone for putting their trust in him as Mayor. He thanked Town Staff and acknowledged the appointments of Joseph Waltz as Town Manager and George Sonnett as Town Attorney. He wished everyone a Merry Christmas and a Happy New Year.

CONSENT AGENDA ITEMS

A. FY23 Budget Amendment for Auction Proceeds

Council approved a FY23 Budget Amendment in the amount of \$40,700 to receive funds from the Gov Deals for the sale of two refuse trucks and allocate funds to be used for the purchase of a replace pickup truck for the refuse department.

B. 2022 I & I Abatement Rehabilitation Project Contract Administration

Council approved the award of a task order for CHA Engineering to perform contract administration on the 2022 I&I Abatement Rehabilitation Project totaling \$172,000. I further move that Council direct the Town Manager to execute all documents.

C. Lease Agreement with the Front Royal Volunteer Fire & Rescue Department for Town Property Known as the Carnival Lot

Council approved a 5-year lease with the Front Royal Volunteer Fire & Rescue Department for use of 1.803 acres of land known as the "Carnival Site" located at Crosby Road and 8th Street, said lease ending December 31, 2027. I further move that Council direct the Mayor to execute the lease on behalf of the Town. Councilwoman Morris moved seconded by Councilwoman Thompson that Council approve the consent agenda as presented.

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

No – N/A

Absent – Councilman Rogers

Abstain – N/A

ROLL CALL

BUSINESS ITEMS –

A. Appointment to the Planning Commission

Councilwoman Morris moved seconded by Councilman Sealock that Council appoint Glenn E. Wood to the Planning Commission said term ending August 31, 2024.

Councilwoman Morris noted that Mr. Wood was a huge attribute and addition to the Planning Commission especially since he had served in the past. Vice Mayor Cockrell echoed Ms. Morris comment.

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

No – N/A

Absent – Councilman Rogers

Abstain – N/A

ROLL CALL

B. Appointment to the Local Board of Building Code Appeals

Councilwoman Morris moved seconded by Councilwoman Thompson that Council appoint George E. Cline, Jr. and C. Frank Stankiewicz to the Local Board of Building Code Appeals, said terms to be established in by-laws once by-laws are approved by Town Council.

Councilman Gillispie noted that the appointments were the beginning of “going after” dilapidated buildings.

Councilwoman Morris advised that the committee was one of the many things that this Council united to get completed.

Vice Mayor Cockrell reminded Council that the two members appointed tonight resided in the County and the Council was searching for three more members who reside in the Town.

~~C. Advance Application/Authorize to Advertise for a Public Hearing — Vacation of a Portion of an Alley~~
REMOVED

Meeting adjourned at 7:25pm.

Approved by Town Council
Date: 1/23/23