



TOWN COUNCIL REGULAR MEETING MINUTES

December 11, 2023 @ 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 for a limited time.

Moment of Silence

Pledge of Allegiance led by Marie Funk

ROLL CALL BY CLERK OF COUNCIL

PRESENT: Mayor Lori A. Cockrell
Vice Mayor R. Wayne Sealock
Councilman Joshua L. Ingram
Councilwoman Amber F. Morris
Councilman H. Bruce Rappaport
Councilwoman Melissa DeDomenico-Payne
Councilman Glenn E. Wood

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

APPROVAL OF MINUTES – Vice Mayor Sealock moved seconded by Councilwoman Morris that Council approve the Regular Meeting Minutes of November 27, 2023 and Work Session Minutes of December 4, 2023, as presented.

Vote: Yes – Councilmembers Sealock, Ingram, Morris, Rappaport, DeDomenico-Payne, Wood
No – N/A
Absent – N/A
Abstain – N/A

ROLL CALL

ADDITION/DELETION OF ITEMS FROM THE AGENDA OR REVISION TO ORDER OF BUSINESS - None

RECOGNITIONS/AWARDS/REPORTS

A. Proclamation to Recognize WFTR Radio Station for 75 years – Mayor Cockrell read the proclamation and Council presented it to Andrew Shearer, Founder/President of Royal Broadcasting.

B. Resolution for Dedication of South Street Bridge in Memory of Lieutenant Willia Patrick "Pat" Farrell – Mayor Cockrell read the Resolution and Council presented plaques to the family.

Vice Mayor Sealock moved seconded by Councilman Wood that Council approve a Resolution dedicating and naming the South Street Bridge in memory of Lieutenant William P. Farrell who died from a duty related

illness he contracted on November 6, 1977, ultimately causing his health to deteriorate until his death in July 1991, as presented.

Vote: Yes – Councilmembers Sealock, Ingram, Morris, Rappaport, DeDomenico-Payne, Wood

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

PUBLIC HEARINGS - None

PUBLIC COMMENTS NOT RELATED TO PUBLIC HEARINGS - None

REPORTS

A. Town Manager Report – Mr. Waltz gave a shout out to the Town Employees who volunteered “ringing the bell” for the Salvation Army and their hard work in organizing and participating in the Christmas Parade. He thanked Captain Crystal Cline for her 22 years of service in the Town’s Police Department.

B. Town Council Reports

Councilman Ingram attended the Grand Re-opening of Play Favorites Toy Store. He gave a shout out to those who participated and organized the Christmas Parade.

Vice Mayor Sealock thanked the Town Employees for their organization, decorating and participation in the Christmas Parade and activities, stating the “Town looks great”. He thanked Captain Cline for her service and wished her the best in her new role as Sheriff. He assisted the Warren County Rotary at the Gazebo spreading Christmas cheer to those less fortunate.

Councilwoman Morris thanked Town Employees for all their hard work on ensuring a wonderful Christmas atmosphere downtown noting Main Street was beautiful. She thanked Captain Cline for her service.

Councilwoman DeDomenico-Payne agreed with the comments from her fellow councilmembers about the Christmas Parade and festivities and the hard work to achieve great community spirit. She attended the Penny Lane Hair Company Grand Opening and the unveiling of the Raymond E. Santmyers Student Union. She thanked all those who had volunteered for the Salvation Army

Councilman Wood advised that he was on the Salvation Army Board, noting that they were approximately two-thirds into their \$40,000 goal. He encouraged people to continue to give if they were able up through Christmas Eve. He advised that he was given a tour of the Town Facilities by Mr. Waltz, voicing his amazement on what goes on behind the scenes giving a shout out to the Town Employees for their enthusiasm and professionalism while keeping the communities’ services running. He attended the Warren County Rotary Event at the Gazebo and thanked local businesses for their assistance. He recognized WFTR for their 75 years and expressed hope that Council would continue to recognize more businesses that have been in existence for a long time in the community.

Councilman Rappaport congratulated Captain Cline in her new role as Sheriff. He gave a shout out to the Town Employees who made certain the services were always available. He participated in the parade, Penny Lane Hair Company Grand Opening and Raymond E. Santmyers Student Union Dedication.

C. Report of the Mayor – Mayor Cockrell participated in the Christmas Parade along with all the other Downtown Festivities that day. She thanked the Town Staff for their hard work in making it a joyous occasion for everyone. She attended the Penny Lane Hair Company Ribbon Cutting, Warren County Rotary Event at the Gazebo, Warren County High School Bazaar, *Reaching Out Now* (RON) Meet/Greet Event at Honey Hops, and Raymond E. Santmyers Student Union/Activity Center Dedication. She advised that RON was in the process of fundraising with a wish list of items including monetary, noting the public could contact her if they would like to donate or need more information. She stated that Main Street was beautiful and thanked Town Employees for all their hard work. She advised that she would be attending the Employee Christmas Luncheon this week.

The Mayor and Council wished everyone a Merry Christmas and a Happy New Year.

CONSENT AGENDA ITEMS

A. Bid Award for 2023 Rehabilitation Project

Council approved awarding a bid for the 2023 sewer rehabilitation project to Synder Environmental Services in the amount of \$2,758,648.04.

B. Front Royal-Warren County Liaison Committee Mission Statement and Policies Revision

Council approved the revised Front Royal-Warren County Liaison Committee Mission Statement and Policies as presented.

C. Reappointment to Advisory Committee for Environmental Sustainability (ACES)

Council reappointed Justin Proctor to a 4-year term on the Advisory Committee for Environmental Sustainability (ACES) beginning December 13, 2023 and ending December 13, 2027.

Councilman Ingram moved seconded by Vice Mayor Sealock that Council approve the Consent Agenda as presented.

Mayor Cockrell stated that she was grateful that Justin Proctor was willing to serve a four-year term on ACES and thanked him for his continued service.

Vote: Yes – Councilmembers Sealock, Ingram, Morris, Rappaport, DeDomenico-Payne, Wood

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

BUSINESS ITEMS

A. HEPTAD Request for a One-Year Extension to Submit Development Plan

Councilman Rappaport moved seconded by Councilman Wood that Council approve a six-month extension for HEPTAD to file a Development Plan, pursuant to Town Code 175-37.18.

Vote: Yes – Councilmembers Sealock, Rappaport, DeDomenico-Payne, Wood

No – Councilmembers Ingram and Morris

Absent – N/A

Abstain – N/A

ROLL CALL

CLOSED MEETING

Councilwoman Morris moved seconded by Vice Mayor Sealock that Town Council convene a closed meeting, pursuant to Sections 2.2-3711 and 2.2-3712 of the Code of Virginia, for the following purpose:

- 1) pursuant to §2.2-3711(A)(1) of the Code of Virginia, for the discussion, consideration, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of any public body, more specifically the Front Royal Planning Commission and the Local Board of Building Code Appeals (LBBCA); and,*
- 2) pursuant to Section 2.2-3711(A)(7) of the Code of Virginia, consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, more specifically, Town of Front Royal v. Front Royal Limited Partnership; and,*
- 3) pursuant to Section 2.2-3711(A)(8) of the Code of Virginia, for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, more specifically, property located at 201 E. 8th Street formerly owned by the Town; and,*
- 4) pursuant to Section 2.2-3711(A)(8) of the Code of Virginia, for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, more specifically, obligations of the Front-Royal Warren County EDA.*

Vote: Yes – Councilmembers Sealock, Ingram, Morris, Rappaport, DeDomenico-Payne, Wood

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Councilman Ingram 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 – Councilmembers Sealock, Ingram, Morris, Rappaport, DeDomenico-Payne, Wood

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Meeting adjourned approximately 10:05pm.

Approved by Town Council

Date: 1/22/24