



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.

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
Various members of the staff and public

ABSENT: Town Manager Joseph E. Waltz
Town Attorney George M. Sonnett, Jr.

Addition of Item to the Agenda

Councilwoman Morris moved seconded by Vice Mayor Sealock that Council add the Town Manager to the Closed Meeting motion and that Council consider taking action regarding personnel matters following the closed meeting.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Proclamation for National Police Week - Mayor Cockrell read the Proclamation. She advised that the Town dedicated the South Street Bridge to Lieutenant Patrick "Pat" Farrell and last Fall the Commerce Avenue Bridge to Sergeant Dennis Smedley.

CLOSED MEETING

Councilman Ingram moved seconded by Councilman Rappaport that 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 Planning Commission and Town Manager.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL



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Councilwoman Morris moved seconded by Vice Mayor Sealock 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

Councilwoman Morris moved seconded by Councilwoman DeDomenico-Payne that Council, for the duration of the current absence of the Town Manager, designate BJ Wilson, Director of Finance, to perform the duties of the Town Manager, effective immediately.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

New Business and/or Consent Agenda Items for Tuesday, May 28th - Director of Finance BJ Wilson gave an overview of the following:

A. FY24 Budget Amendment to Receive Funds for Electric Pole Stock Replacement – Mr. Wilson explained that the poles had already been purchased and Bright Speed was reimbursing the Town for the purchase. It was confirmed that Bright Speed would own the poles per their pole attachment agreement with the Town. Council agreed to add to the May 28th Consent Agenda.

B. FY2023-2024 Write Off for Bad Debt – Mr. Wilson explained that this item was brought to Council annually and represented the accounts that had gone through the various avenues for collection before being deemed inactive. Councilwoman DeDomenico-Payne questioned how the deposit system was working. Mr. Wilson explained that approximately three or four years ago the deposit was increased; however, due to negative feedback it was reverted back. He noted that the deposit system would most likely be reviewed again due to impending legislation. It was agreed to move the May 28th Consent Agenda.

C. FY24 Budget Amendment & Transfer for Additional Revenue – Mr. Wilson advised that the General Fund Transfer to Street Fund should read \$505,000 not \$515,000. He explained that the budget amendment and transfer accounted for revenues that exceeded FY24 budgeted amounts and staff suggested allocating the additional funds to advance the Town's paving plan and Town Hall security. Councilman Wood suggested that the additional money go toward Council's goals such as a sidewalk program, blighted/derelict buildings, and an assistant town manager position. While it was noted that the money was to be spent before July 1st, Mr. Wilson indicated that it could roll over into fund balance after July 1st.

Vice Mayor Sealock advised that more officers were needed and suggested that some of the money go towards them. It was confirmed that salaries and benefits were committed items for future budgets.



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Councilman Rappaport agreed that the assistant Town Manager was a valuable position and should be kept on the "watch list".

Councilwoman Morris suggested allocating funds to the Front Royal Economic Development Authority (FREDA) so that they could get to work.

Council agreed to bring back to the June 3rd work session to allow the Town Manager to give his thoughts.

D. FY24 Budget Amendment, Financing & Purchase for Single Axle Vac Truck – Mr. Wilson explained that this item was three-fold (budget amendment to accept financing, the financing itself and the purchase of a single axle flush/vac truck). He noted that VML VACO was assisting with procurement and felt confident that the bids would be in before the May 28th meeting. Council agreed to add to the May 28th consent agenda.

New Business

A. Ordinance to Amend Town Code Chapter 158-6 Adoption by Reference of State Vehicular Laws – Mayor Cockrell noted that Mr. Sonnet was not here and gave an overview of this item noting that it was an annual adoption of the vehicular laws. Council agreed to advertise for a public hearing at the June 24th meeting.

Adjourned approximately 8:08pm

Approved by Town Council

Date: **May 28, 2024**