



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: Town Manager Joseph E. Waltz
Town Attorney George M. Sonnett, Jr.
Clerk of Council Tina L. Presley
Various members of the staff and public

New Business

A. Bid Award for De-Icing Road Salt – Purchasing Manager Michelle Campbell gave an overview of the seven bids received for the road salt and that funding was available. Council agreed to add to the Consent Agenda on September 23rd.

B. Fiscal Year 2025-2026 Budget Calendar – Finance Director BJ Wilson reviewed the proposed budget calendar for fiscal year 2025-2026 noting that in February there may be some tweaking due to insurance rates and there would be time for multiple work sessions. Mayor Cockrell questioned the reassessments being every two years versus four years and how that may affect the budget. Mr. Wilson explained the process of receiving the information from the County and that he would brief Council at that time. Mrs. Cockrell stated that major items would be reviewed in January and asked that Council decide what they may want to see in the upcoming budget in December.

C. Request to Renew Lease Agreement for Parking Spaces – RPS Composites at 211 E. 4th Street – Town Manager Joe Waltz received a request from RPS Composites asking for renewal of their lease agreement. Town Attorney George Sonnett noted that public rights-of-way could not be leased since the public had rights for ingress and egress and therefore suggested a license agreement instead. He explained that a license is revokable at the will of the Town. Councilman Rappaport question whether there was any onsite parking. Mr. Waltz advised that there was some parking on the side and rear of the property. There was continued discussion about leasing and Mr. Sonnett explained that leasing Town property was different that leasing Town rights-of-way reiterating that the Town did not have rights to convey a lease. Council agreed to the license agreement and confirmed that the Town Manager could execute the documents.

D. Waiver of Special Use Permit Application Fee for Salvation Army's Requested Mural at 296 South Street
Town Manager Joe Waltz advised that the Salvation Army had paid the application fee of \$400.00 and was requesting reimbursement. After a brief discussion, Council agreed to add to the Consent Agenda on September 23rd, noting that the basis for the waiver was the Salvation Army was a non-profit organization.

E. Ordinances to Adopt and Re-enact a Republished Town Code and to Amend and Re-enact Chapter 1 and Repeal Chapters 43 and 180 – Clerk of Council Tina Presley explained the changes to the Town Code and showed Council what it looked like online. Council agreed to advertise the ordinances for public hearings on September 23rd.



F. Resolution to Cancel October 15th and November 4th Regular Work Sessions – Mayor Cockrell explained that October 15th was the VML Conference, and several councilmembers were attending, and November 4th was the night before the election with several councilmembers and herself being on the ballot the next day. Council agreed to add as a business item on the September 23rd agenda.

Old Business

A. Property Maintenance Update – Director of Planning Lauren Kopishke advised that tonight was a brief update on Property Maintenance from the March 4th Work Session. She introduced Daniel Wells the Town's Code Enforcement-Property Maintenance Official. Mr. Wells advised that he was hired in April and hit the ground running as well as completing all the training. He explained that code enforcement and property maintenance were not the same thing. He went over a presentation that included: derelict structures abatement mechanisms that included an options table identifying property maintenance, public nuisance, abatement of nuisance, dangerous structures/drug blight and spot blight abatement and how they were each driven and how compliance was met. He continued with the Virginia Property Maintenance Code and its definitions. He showed the property maintenance code cases in 2023 and 2024 and briefly explained public nuisance and abatement or removal of nuisance. He concluded by showing various properties, their violations, letter sent and status. He explained that appeals go to the Local Building Board of Code Appeals (LBBCA) .

Mr. Wells advised that property maintenance was complaint driven and going inside a residence was not allowed unless he had permission. Various costs to the Town were discussed during the abatement phase with liens being placed on properties if needed. Councilwoman DeDomenico-Payne questioned whether looking through a window and seeing a possible hoarding situation could be used as evidence. Mr. Wells explained that without actually entering the residence, hoarding could not be identified correctly through a window. He encouraged families and friends to identify a hoarding situation and let local emergency personnel and law enforcement know right away. Mr. Wells advised that he was consistent across the board and tried to keep people updated on what he was doing, but there were some individuals who wanted to stay anonymous.

B. Suggestions for Recognizing Former Mayor John Marlow in the Gazebo Area Located on Main Street – Mayor Cockrell asked for any suggestions. Vice Mayor suggested naming the pavilion after Mr. Marlow; however, it was noted that the gazebo was what people remembered him constructing; the pavilion was constructed a few years ago. The suggestions from Council included: MARLOW PLAZA; MARLOW SQUARE; JOHN MARLOW PLAZA with a plaque showing his picture and history; long sign on the gazebo; place a light on a sign right outside the Visitors Center and a bust of Mr. Marlow. Mr. Waltz advised that he would review all suggestions with staff to determine what may be feasible and send to council through email for their consideration. It was requested not to place on a future work session.

C. Reaching Out Now (RON) Funding Discussion – Mayor Cockrell advised that a couple of councilmembers asked that this item be discussed at a work session. Councilman Rappaport complimented RON's qualities and what their mission and goals were. He reminded Council of the recent approval of the \$535,000 transfer to the general fund to be used for the construction of a sidewalk on W. Criser Road but since the sidewalk project would not begin for approximately three years, he asked that Council consider a donation of \$50,000 to RON to be used for their Executive Director position. He continued that the \$25,000 the Town already donated to them had been used for the purchase of furniture and computers. He stressed the importance of saving one child from going in the wrong direction, stating that RON was all about youth and



a donation was the right thing for the community. Councilwoman DeDomenico-Payne voiced concern on the executive director position. Councilwoman Morris voiced concern that there were other nonprofits in the community that had been in existence longer than RON, specifically the Salvation Army's Boys and Girls Club.

There was much discussion on responsibilities of the Town and VDOT's matching grant noting that VDOT was expected to begin acquiring easements this Fall for the sidewalk project. The discussion continued on the unity of community; risky behaviors of the community's youth; making the county accountable; and the unfairness of other nonprofits not getting any funds from the Town. There was some discussion about the Voluntary Settlement Agreement and using the former youth center building as a recreation center.

Councilman Wood admitted that he did not understand the recent approval of the transfer of \$535,000. He stated that saving one child was worth it and safety of children was paramount. He explained that RON was offering after school programs in tutoring creating a safe environment where children could gather and be loved. He stated that donating to RON created an investment in the community. He suggested allowing Mrs. Barber (Founder/President of RON) to come before Council and show them everything.

Councilwoman DeDomenico-Payne advised that governments donating money to nonprofits was detrimental to the nonprofit as they will rely on it every year. She explained that she had been an executive director of a nonprofit noting it took a long time for a nonprofit to "get up and running". She suggested community support outside of government support such as a mechanism similar to the lottery where it could fund one nonprofit a year so it's more fairly dispersed referring to Rappahannock Electric's Power of Change where electric bills are rounded up. Councilman Ingram reminded Council that a one-time donation was given to RON with no other donations in the future. He complimented the Council on being financially responsible noting there was a consensus to apply the funding toward the Criser Road Sidewalk Project. Mayor Cockrell stated that there was no consensus to change anything. She encouraged the public to donate to RON if they were able and suggested ways RON could acquire donations and funding.

CLOSED MEETING

Councilwoman Morris moved seconded by Councilman Ingram 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 purposes and that Council consider taking action on these matters in open session: 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 Attorney.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL



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.

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

ACTION TAKEN AFTER THE CLOSED MEETING

Councilwoman DeDomenico-Payne moved seconded by Councilwoman Morris that Council appoint Andrew Brooks to the Planning Commission to an unexpired term ending August 31, 2025.

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 Councilman Ingram that Council reappoint Megan Marazzo to the Planning Commission to a 4-year term ending August 31, 2028.

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

No – Councilmembers Rappaport, Wood

Absent – N/A

Abstain – N/A

ROLL CALL

Adjourned approximately 9:27pm

Approved by Town Council

Date: 9/23/24