



Roll Call by Clerk of Council

PRESENT: Mayor Lori A. Cockrell
Vice Mayor R. Wayne Sealock
Councilman Joshua L. Ingram
Councilwoman Amber F. Veitenthal
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

Director of Elections & General Registrar Matthew Reisinger presented certificates to Mayor Cockrell, Vice Mayor Sealock, Councilwoman DeDomenico-Payne and Councilman Wood for their most recent election to the mayor and councilmember seats.

ADDITION TO THE AGENDA

Amber Veitenthal moved seconded by Vice Mayor Sealock that Council add an item to the agenda as 3D – Purchase Wood Media for Wastewater Treatment Plant

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

ROLL CALL

Main Street Solid Waste Service Area Discussion (Virtual) – John Culbertson and Cynthia Momile from MSW Consultants gave a virtual presentation that recapped their most recent Solid Waste Utility Cost of Service Rate Study for the Town. The presentation included: 1) an overview of the three customer classes (residential, commercial dumpsters and Main Street shared containers); 2) map of the Main Street service area; 3) cost of service vs. rate revenue; 4) service summary table that showed a breakdown of confirmed residential and commercial customers on Main Street; 5) Main Street evaluation process; 6) possible cost recovery options (solid waste tax, solid waste assessment and utility bill) giving an overview of each option; 7) summary of the outreach the Town did about the options to the customers; 8) Main Street recommendation approved by Town Council and Town Code Chapter 85 revisions; 9) focus on large business/restaurant (Class III) showing dumpsters outside of Main Street, market research on containerized waste service and commercial container service options; 10) status report for first month invoiced showing a subsidy required of \$24,776; and 11) other rate options that included OPTION 1: all accounts pay the same, no subsidy; OPTION 2: increase residential and commercial to full cost; OPTION 3: increase commercial rate same % as residential increase and retain large commercial subsidy; OPTION 4: increase commercial more than option 3 but less than full cost and retain small commercial subsidy; OPTION 5: remove Class III, retain other classes; and OPTION 6: remove Class III, adjust Class I and Class II higher. Other considerations included 1) have generators establish their own collection to alleviate overflow and billing controversy and 2) consider central compactor containers for Main Street.



Council questioned whether the models were ever based on businesses revenue. Mr. Culbertson advised they had not but reminded Council that solid waste was a “tonnage base industry” noting there was no correlation between business revenue and waste collection.

Council questioned who was categorizing the businesses into their classes. Mr. Culbertson explained that customers being placed in the wrong class were expected and adjustments are necessary noting the Public Works Director was often the one making the determination. Town Manager Waltz explained that while executing the classes there were some flaws, but they had been addressed. Council noted that 99% of the businesses on Main Street had less than ten employees but it was stated that the study was based on solid waste usage not the number of employees. It was stated that businesses serving food could become a human services issue if the waste was not properly disposed of.

There was much discussion and explanation regarding the residential units on Main Street and how their utility accounts were established. Director of Finance BJ Wilson explained the billing process for both residential and commercial meters. Mr. Culbertson reminded Council that the focus was on large businesses and the Class III establishment noting that they generated more and heavier waste. He also noted that Main Street customers receive three times a week collection services vs customers outside the Main Street service area who receive once a week collection. He explained the efficient use of a front load truck with a single operator compared to other trucks that cost more to operate in difficult areas.

Council questioned what the Main Street service area covered since some customers on Main Street were not included. Mr. Wilson explained that those businesses most likely have their own container. The service area includes only those businesses that have shared containers. Discussion ensued about how to exclude access to the shared dumpsters who were not customers and/or who were illegally dumping. Director of Public Works Robbie Boyer explained that cameras were used on Peyton Street at one time because of illegal dumping but have since been removed.

Discussion ensued about the option not to collect commercial waste and have businesses go to the private market or suggest large generators of solid waste go to the private market explaining that this would reduce the operating expense in the downtown area; however, this would not alleviate the overflow issue and would likely take away parking spaces. At this point a central compactor for solid waste was discussed noting it could hold a lot more and eliminate smaller containers but would increase the level of difficulty depositing the solid waste since walking was required and parking spaces would be lost. The rate structure could stay the same for a compactor but the consultant recommended to think more about implementation in the midterm to see how things work out. Mr. Waltz advised that staff was exploring the compactor and will bring forth when there was more information.

Council voiced concern that there were some residentials not paying anything and asked for some way to “fix” the situation. There was discussion on how other areas in Town handled individual apartments and how solid waste was collected. Mr. Wilson explained the process between landlord and tenant with some of the buildings in town. He advised that there were no more than twenty residential units on Main Street who were not paying for solid waste.

Council discussed the various options recommended by the consultant noting that subsidizing was a great concern. It was noted that a lot of businesses that located on Main Street were “built” on the former rate, and they could not react to the current increase. Mr. Waltz confirmed that the new rates have been implemented. He reiterated that the Town has a community dumpster system being used by residential



and commercial customers, explaining that if the commercial customers get their own dumpster the Town still had to serve the residential customers. It was noted that approximately two parking spaces were being used per enclosure and that a majority of dumpsters sat on town property with a few on private property. Much discussion continued on what option to choose, noting various charges by adjusting the individual class rates to create no subsidy or lower subsidy. Mr. Waltz reminded Council that any changes in rates would require a public hearing and the earliest would be January 2025. Mr. Culbertson reiterated that the basis of subsidization was the lack of existing utility meter accounts, therefore some customers were not getting billed. Mr. Waltz advised that currently no one was being billed for Class III. He suggested keeping the rates for Class I and II and coming back to them on January 6th to discuss Class III options. Council suggested that staff look into a process to retrieve more information on the residential units on Main Street.

New Business

A. Purchase and Replacement of Truck for Department of Energy Services – Mr. Wilson advised that money was budgeted, and everything was in order for procurement. Council agreed to add it to the December 9th Consent Agenda.

Mayor Cockrell moved the addition of 3D - Purchase Wood Media for Wastewater Treatment Plant to 3B – Mr. Wilson advised that this was a sole source and was budgeted. Council agreed to add it to the December 9th Consent Agenda.

B. Ordinance Amendment to Extend Public Passenger Bus Service Franchise Agreement for Five Years – Mr. Waltz advised that the current agreement had expired, and this was an amendment to accept another 5-year extension. He gave the ridership statistics and noted the trolley was being utilized. Council agreed to a public hearing on December 9th. It was clarified that the advertisement had already been completed.

C. Request to Donate Utilities for Salvation Army's Angel Tree Drop-Off Location at 419 South Street – Mr. Waltz advised that the Salvation Army was asking for assistance to pay three months' worth of utilities for their Angel Tree Drop-Off location located in the former Domino's Pizza location. Councilman Wood disclosed that he was on the Salvation Army Board. There was discussion about setting a precedence if approved. The consensus was to donate up to \$250.00 ending December 31, 2024. After further discussion Mayor Cockrell agreed that she would personally donate the \$250.00.

Requests for Town Water and Sewer in the Corridor for Industrial Use – Mr. Waltz handed out information to Council that included: Water System Volume Available Capacity and Sewer System Volume Available Capacity noting the various limits at each station.

A. Continued discussion – Equus Development LP (Executive Land Holdings IV, LLC) – Baugh Drive – Mr. Waltz advised that they estimated 4,200 gallons per day assuming twenty gallons per day per employee.

B. Continued Discussion – Toray Plastics Inc. (TC MidAtlantic Development V, Inc) – Toray Drive - Mr. Waltz advised they were estimating 1,800 gallon a day without a projection of the number of employees.

Council questioned the issues with the Riverton pump station. Mr. Boyer advised that the early 80's pump station needed upgraded, and the plans were currently being reviewed. He explained the difference between peak days and daily average and how it affected the numbers. He continued that the current daily average could handle these two requests. Mr. Waltz advised Council of the fees the two industries would bring in monthly. Council agreed to place items under Business Items on the December 9th agenda.



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.

CLOSED MEETING

Councilwoman Veitenthal moved seconded by Councilman Wood 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 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, a) the insolvency of the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia, b) supplying water and sewer to industrial users outside of Town limits, and c) imposition of road impact fees.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Councilman Ingram moved seconded by Councilwoman Veitenthal 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, Veitenthal, Rappaport, DeDomenico-Payne, Wood

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Adjourned approximately 10:15pm

Approved by Town Council

Date: 12/9/24