



NOTE: The first 35 minutes were not videotaped due to audio issues.

Moment of Silence

Pledge of Allegiance led by Scholarship Winners: Ava Strickler, Dwayne Tucker and Ayaana Vasishta

ROLL CALL BY CLERK OF COUNCIL

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

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

APPROVAL OF MINUTES – Vice Mayor Veitenthal moved seconded by Councilman Sealock *that Council approve the Council Meeting minutes of the April 28, 2025 Regular Meeting, May 5, 2025 Work Session and May 12, 2025 Work Session, as presented.*

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

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

Mayor Cockrell and the Town Council recognized and congratulated three 2025 Town Scholarship winners: Ava Strickler, Dwayne Tucker and Ayaana Vasishta.

Mayor Cockrell and the Town Council recognized and congratulated the graduates from the Town's first Town Citizens Academy. Those in attendance and who shared their experiences were Benjamine Petrone, Louis (Allen) Neel, and Walter Mabe. Graduates Ray Jewel, David Sheann and Cheryl Gehringer did not attend the meeting.

Public Works Director Robbie Boyer recognized and presented a plaque to Town Employee Mitch Sine for receiving Maintenance Technician of the Year from the *Virginia Rural Water Association (VRWA)*. The Mayor and Town Council congratulated Mr. Sine and thanked him for his continued service with the Town.

Mr. Boyer recognized and presented a plaque to Town employee Allen Pack for passing the *International Society of Arboriculture's Virginia State Arborist Exam*. Mayor Cockrell and the Town Council congratulated Mr. Pack on his accomplishment.

Planning Commission Chairman Connie Marshner gave a brief annual report.



PUBLIC HEARINGS

Request for Special Use Permit (SUP) from WC Community Health Coalition for Lodging House at 506 N. Royal Avenue
James Funkhouser, 501 S. Royal Avenue [The Landing], Certified Peer Recovery Specialist and House Manager, spoke on behalf of the applicant, explaining that there needed to be more space for women. Councilman Wood confirmed that the neighbors on either side of the property were "on board" with the SUP. It was confirmed that there were no existing parking spaces, which prompted the condition placed by the Planning Commission for the parking spaces. Mr. Funkhouser advised that the gravel parking spaces were located behind the property and accessed by the alley.

Mayor Cockrell opened the public hearing.

Heather Rollins, 200 N. Royal Avenue [The Nest], Certified Peer Recovery Specialist and House Manager, expressed the need for housing to accommodate women. She said she would be living onsite with them and supporting them as they entered their new life.

Dale Yake, 501 S. Royal Avenue [The Landing], advised that he lived in the house with Mr. Funkhouser stating it was the "best decision he ever made." He said he was clean, sober, holding a job, trustworthy and dependable again.

Andrea O'Bryan, 200 N. Royal Avenue [The Nest], praised the Warren Coalition and Ms. Rollins for ensuring she had a job, chores and the ability to see her kids.

Kim Perry, 200 N. Royal Avenue [The Nest], stated that the Warren Coalition was helping to rebuild her life.

Michelle Smeltzer, 6 Morain Street, and President of HARTS (Hope & Rest Temporary Shelter) explained that The Nest would revert to an all-men's facility and the house at 506 N Royal Avenue would be an all-women's facility. She encouraged Council to approve the SUP.

Joyce Fincham, 616 W. 11th Street, advised that recovery houses gave people a purpose and a second chance.

Jason Tucker, 501 S. Royal Avenue [The Landing], supported the new house. He mentioned the recently held Memorial and Garden Dedication Ceremony at The Landing and what it meant to him and all those who had lost a loved one to addiction.

Christine Mahoney, 705 W. 11th Street, Program Manager for the House of Hope Men's Homeless Shelter, advised Council of her long-term addiction and would be graduating from the Drug Recovery Court in July.

Mayor Cockrell closed the Public Hearing

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Vice Mayor Veitenthal moved seconded by Councilwoman DeDomenico-Payne that Council approve a Special Use Permit (SUP) for the Warren County Community Health Coalition for a lodging house at 506 N. Royal Avenue identified by Tax Map 20A5, Section 7, Block 18, Lots 3-4.

Mayor Cockrell advised that she represented the Town on the Drug Recovery Court Committee and looked forward to seeing Ms. Mahoney at graduation.

Vice Mayor Veitenthal thanked all the speakers for allowing Council to hear their personal stories of addiction and recovery. She explained that she removed the condition pertaining to the parking from the motion because if the



property were being used by right, the parking would not be required. She advised that the parking lot was almost complete and ready for use.

Councilman Wood expressed appreciation for The Landing's Memorial Garden and the importance to hold something in your hand to help you through. He recognized Philip Vaught in the audience whose passion was with the Warren Coalition and what it does for the community.

Councilwoman DeDomenico-Payne thanked all the speakers for sharing their personal stories noting that recovery houses show that the community was moving forward in helping people in need.

Councilman Rappaport voiced concern on the parking condition being removed from the motion because N. Royal Avenue currently has traffic backups. He expressed appreciation to the speakers and to those who have taken an interest in helping those in need.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Zoning Text Amendment to Town Code 175-12-1.1 to Allow Lodging Houses by Special Use Permit (SUP) in R-1 Zoning
Director of Planning Lauren Kopishke gave a recap of the Planning Commission's reason for denial of the SUP.

Harmony Hike [applicant], 1516 N Royal Avenue, explained that the request was to allow organizations like the Warren Coalition, in R-1 Districts noting a critical need in the community for this type of housing. The SUP, she explained, would ensure the use was managed properly.

Mayor Cockrell opened the public hearing.

Doug Ichiugi, 125 W. 1st Street, applauded the Warren Coalition and what they were doing. He encouraged Council to pass the text amendment noting that the lot was sizable and there was a great need for housing.

Lori Howard, 118 Fairview Avenue, Executive Director/Pastor/Substance Abuse Counselor for Harvest Missions Outreach Center in Front Royal. She advised that the "face of homelessness" had changed over the years noting more women and children were without homes. She gave examples of Front Royal families living in motels and cars even though they had a job stressing that rent was too high for these families. Lodging houses help families get back on their feet.

Michelle Smeltzer, 6 Morain Street, voiced support of the text amendment stating that she received calls every day from people looking for an affordable place to live. She stressed the importance of the community getting involved.

Bob Butler, Lake Frederick, President of Faithworks, a community housing development organization that opened doors of financial support for community housing. He stated that he had been working with the Hike family on their mission to help kids.

Philip Vaught, Harmony Hollow, advised that he had been a part from the beginning of the two recovery houses [The Landing and The Nest.] He stressed the need for affordable housing in the community. He expressed hope that private and non-profit organizations could work together to assist those in need.



Harmony Hike, 1516 N. Royal Avenue, stated that this text amendment was for the community not a personal agenda.

Mayor Cockrell closed the public hearing.

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Councilwoman DeDomenico-Payne moved seconded by Councilman Wood that Council approve a zoning text amendment to Town Code §175-12.1 to allow lodging houses by Special Use Permit (SUP) in the R-1 Zoning District, as presented.

Councilman Wood confirmed that the text amendment was by SUP and the required criteria had to be met specifically noting that it was on a case-by-case basis.

Councilwoman DeDomenico-Payne advised that she had no issues with the motion stating that a lodging house was an alternative to a motel room.

Vice Mayor Veitenthal reminded Council that SUPs are revokable. She voiced her passion for women and children's needs in the community and favored them living in R-1 since residential versus commercial created a more normal way of life. She stated that she was receiving no financial gain from supporting this text amendment.

Councilman Rappaport stated that the concept was a great idea but had issues with it being in R-1 since R-1 was historically designed for single family homes. He listed seven reasons for his concerns: 1) potential for overcrowding; 2) incompatible with neighborhood character noting transient population; 3) potential for disruption by noise; 4) potential decrease in property values; 5) public safety and welfare; 6) disruption to existing neighborhoods in schools and parks; and 7) separation of uses. He noted that he would embrace any other district other than R-1 and respected the Planning Commission's recommendation.

Councilman Ingram noted that the ¾ acre requirement identified a very small number of properties in Town.

Mayor Cockrell reminded Council that any SUP requested was required to go before Planning Commission first and then to Town Council for final approval.

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

No – Councilman Rappaport

Absent – N/A

Abstain – N/A

ROLL CALL

An Ordinance to Amend and Re-enact Town Code Chapter 175-137(A) Fees, Charges and Expenses

Mayor Cockrell opened the public hearing and since there were no speakers closed the public hearing.

Councilman Ingram moved seconded by Councilman Sealock that Council adopt an ordinance to amend and re-enact Town Code §175-137(A) Fees, Charges and Expenses as presented.

Mayor Cockrell noted a new fee "25% fee reduction for non-profit organization" and explained that this was a way to help recover staff time.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL



An Ordinance to Amend and Re-enact Town Code Chapter 148-1100(A) Fees

Mayor Cockrell opened the public hearing and since there were no speakers closed the public hearing.

Vice Mayor Veitenthal moved seconded by Councilman Wood that Council adopt an ordinance to amend and re-enact Town Code §148-1000(A) Fees, as presented.

Councilman Rappaport questioned whether the Town was covering all costs associated with the fee "Boundary Adjustment" at just \$100.00. Ms. Kopishke advised that there was no point in increasing this fee since this was done administratively. It was suggested to gather data at another time and present to ensure the costs met the labor.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

An Ordinance to Amend and Re-enact Town Code Chapter 12-2 to Increase the Septic Tank Waste Fee

Mayor Cockrell opened the public hearing and since there were no speakers closed the public hearing.

Councilman Wood moved seconded by Councilman Sealock that Council adopt an ordinance to amend and re-enact Town Code §12-2.1 to increase septic tank waste fee as presented.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

An Ordinance to Amend and Re-enact Town Code Chapter 134 to Increase Water and Sewer System Service Rates

Mayor Cockrell opened the public hearing and since there were no speakers closed the public hearing.

Councilman Rappaport moved seconded by Councilman Sealock that Council adopt an ordinance to amend and re-enact Town Code §§134-22(A)(E), 134-22.1(A)(B), 134-22.4(A), 134-30(A)(B)(F)(H), 134-31.1(A)(B) and 134-31.2(A) to increase water, sewer and system development charge service rates, as presented.

Councilman Ingram stated that Council had reviewed this thoroughly noting costs were increasing.

Councilman Wood explained that the Enterprise Funds had to cover their own expenses noting that they were not "money making" operations and the costs were staying even.

Councilman Rappaport added that the rate study indicated a level load increase for FY25 – FY30.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Receive Public Comment on the Proposed Annual Appropriation Ordinance (Budget) for Fiscal Year 2025-2026

Mayor Cockrell opened the public hearing and since there were no speakers closed the public hearing.

NO ACTION TAKEN



PUBLIC COMMENTS NOT RELATED TO PUBLIC HEARINGS - None

REPORTS

Town Manager Report – Town Manager Joe Petty advised he attended the Memorial Day Commemoration on the courthouse lawn yesterday. He congratulated the Town Citizens Academy graduates and Town Scholarship winners. He encouraged citizens to apply for the next Town Citizens Academy. He thanked the staff of the Police Department, Public Works Department and Electric Department along with the Warren County Sheriff's Department and Warren County Fire/Rescue for their participation and efforts during the May 14th Flood Event. He advised that the 8th Street bridge was closed and will be closed until February 2026. He noted that the waterline upgrades had begun on N. Royal Avenue from Commerce Avenue to 6th Street cautioning motorists on lane shifts and closures until August.

Town Council Reports

Councilwoman DeDomenico-Payne congratulated all the graduates. She thanked all those who served in honor of Memorial Day and thanked staff for the up-to-date communications regarding various events.

Councilman Wood attended a ZOOM Conference regarding the new Virginia laws effective July 1st; the FREDA Meeting, Hike Kidz Foundation Kickoff, Wine/Craft Festival; Dogs of War Memorial Ceremony; Salute to Service Festival and the Memorial Day Commemoration on the courthouse lawn yesterday. He reminded the citizens of the following: Shred Day on June 5th, Warren Coalition Fundraiser "Let's Get Cheesy" on June 6th; Salvation Army Banquet on June 13th; and Hike Kidz Foundation "Dueling Disco" Event on June 27th.

Councilman Sealock advised that he rode with Mr. Boyer during the flood cleanup and thanked him and his crew along with the Police Department stating, "it was a mess in Town". He also thanked the County organizations for assisting the Town. He thanked all our veterans.

Vice Mayor Veitenthal advised she was a board member of the Hike Kidz Foundation and advised of their mission and vision for children. She advised of their fundraiser "Dueling Disco" and encouraged participation. She mentioned implementing a PILOT for Valley Health. She also mentioned reading the Letter to the Editor regarding the Town's alleged participation in bringing data centers to Town. She "set the rumor straight" that the Town has had no discussions about data centers. She advised that the Town's budget was flat, bringing attention to the fees and rates that were approved tonight. She expressed appreciation to Mr. Petty for updating the Council on the most recent flood and expressed awe at seeing the Town Crews out scrubbing roads and sidewalks of debris left from the flood in the early morning hours.

Councilman Ingram thanked Town Staff for their participation and hard work during the Wine/Craft Festival and stated that he attended the Memorial Day Commemoration on the courthouse lawn yesterday.

Councilman Rappaport attended the Wine/Craft Festival. He gave credit to Finance Director BJ Wilson on working on a difficult budget. He voiced concern about not putting enough money away for future infrastructure needs, sidewalk needs, road/paving projects and economic development.

Report of the Mayor – Mayor Cockrell expressed appreciation to staff on the cleanup after the recent flood and the importance of working together with the County during these kinds of events. She attended the Scholarship Ceremony at Warren County High School; C&C Frozen Treat's 10-year Anniversary Ribbon Cutting; E Wilson Morrison Elementary School's 4th Annual Early Act Memorial Day Event; Warren County and Skyline High School graduations; and the Wine/Craft Festival.



CONSENT AGENDA ITEMS

FY25 Budget Amendment and FY25 Budget Transfer to Allocate Automated School Speed Camera Revenue Received from Blue Line Solutions

Council approved a FY25 Budget Amendment in the amount of \$269,480.00 and a FY25 budget transfer in the amount of \$107,200 to allocate revenue received from the automated school speed cameras. Said allocation to be used to purchase replacement school flashers in the amount of \$107,200.00 and new in-car camera equipment from Motorola Solutions for the Police Department, in the amount of \$162,280.00.

FY25 Budget Amendment to Accept Donation of Funds from Front Royal Independent Business Alliance (FRIBA)

Council approved a FY25 budget amendment to accept a donation of \$2,250.00 from the Front Royal Independent Business Alliance (FRIBA) to be used toward the purchase of new water barricades to supplement the current supply and replace broken devices

Deed of Easement from Rushmark Rockland Road LLC for Waterline Easement and Rights-of-Way Acquisition for Town Water Facilities

Council approved and accepted the Deed of Easement conveying a waterline easement and rights-of-way over portions of property identified as Tax Map No. 12A-116-A3, owned by RUSHMARK ROCKLAND ROAD, LLC, to the Town; and directed the Mayor and Town Attorney to execute the Deed of Easement, as presented.

Councilman Ingram moved seconded by Councilman Rappaport that Council approve the Consent Agenda as presented.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

BUSINESS ITEMS

Request for Water and Sewer in the Rt. 522 Corridor for Industrial Use from Stafford One Investments LLC (Rt. 522 Properties LLC Owner) at Winchester Road and Winners Court

Councilman Rappaport moved that Council, based upon a finding of sufficient excess capacity, approve a joint request from Warren County and Stafford One Investments LLC (522 Properties LLC, Owner) for water and sewer service, not to exceed 4,500 gallons per day, within the Route 522/340 North Corridor on property identified as Tax Map 12-6F, 4-44B, 4-43A, 4-45Bp and located on the west side of Winchester Road at its intersection with Winners Court for use as an industrial warehouse and distribution center, conditioned upon conveyance to the Town of any necessary easements and the execution of an out-of-Town excess capacity utility agreement and direct the Town Manager and Town Attorney to execute the necessary agreement with the Owner in compliance with all Town Code requirements, with rates and charges at one hundred percent (100%) more than the in-town rates and charges.

Motion died for lack of a second.

CLOSED MEETING

Councilman Ingram moved seconded by Councilman 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, or interviews of prospective candidates for employment;



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.

assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, more specifically, Town Attorney.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

ACTION AFTER CLOSED

Vice Mayor Veitenthal moved seconded by Councilwoman DeDomenico-Payne that Council approve the Second Amendment to Employment Agreement of the Town Attorney as presented, with the Mayor to execute the amendment on behalf of Council and the Town.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

The meeting adjourned at approximately 9:30 pm.

Approved by Town Council

Date: 6/23/25