



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 Deputy 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.
Deputy Clerk of Council Hillary Wilfong
Clerk of Council Tina L. Presley
Various members of the staff and public

Addition to the Agenda

Vice Mayor Veitenthal moved, seconded by Councilman Ingram, to add a Closed Meeting to the Agenda as item #4.

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

No – N/A

Absent – N/A

Abstain – N/A Roll Call

Motion carried by roll call vote.

MOU Between the Smithsonian and the Town of Front Royal the Town owns approximately 6.84 acres of property located south of the Town limits on Remount Road. The property was originally acquired in 1902 by the Royal Water Company as a potential municipal water source. While the Town currently sources its water from the Shenandoah River, it has retained ownership of the property as a potential alternative water source.

Representatives from the Smithsonian Institution and the Smithsonian Conservation Biology Institution (SCBI) provided an overview of the institute's mission and its longstanding presence in Warren County. SCBI highlighted its leadership in global wildlife conservation, research initiatives, and the training of future conservationists, noting its nearly 50-year partnership with the Town through its 3,200-acre campus.

Smithsonian staff presented a proposed Memorandum of Understanding (MOU) between SCBI and the Town concerning the Town-owned property adjacent to the SCBI campus. The proposed MOU establishes a collaborative framework focused on conservation, ecological restoration, and preservation of property, including maintenance of Sloan Creek Pond as a potential alternative water source.

Key components of the MOU, including the roles and responsibilities of both parties, were reviewed and discussed. This item will be placed on the April 27th Consent Agenda for Council's consideration.

2026 Power Pool Agreement with American Municipal Power Director of Energy Services Carey Saffelle and virtually Craig Klienhenz from American Municipal Power, Inc. (AMP) presented information regarding a proposed "Pool of One" Agreement. It was noted that the Town does not currently have an active Power Pool Agreement, as the previous agreement expired several years ago.



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The proposed agreement would establish standardized rules for billing and allocation of charges through PJM, as well as procedures for short-term energy purchases and Financial Transmission Rights (FTRs). The Town operates independently as a "Pool of One" within AMP, and the agreement would formalize these processes.

Staff explained that the agreement does not change current practices or obligate the Town to purchase power. Rather, it provides a formal framework and authorizes AMP, with Town approval, to procure short-term power and hedging tools during outages or periods of high demand.

Councilman Rappaport inquired about the timing and frequency of short-term power purchases. Staff explained that usage and pricing are monitored in advance of peak winter and summer seasons to allow purchases at more favorable rates.

Council agreed to move forward under New Business for the April 27, 2026 meeting.

NEW BUSINESS

Police Department Purchase – 3D Laser Scanner Software & Equipment Package Purchasing Manager Michelle Campbell requested Council approval for the purchase of a 3D laser scanner, software, training, and related equipment from Leica Geosystems in the amount of \$69,396.00. The equipment will be used to document crime scenes, serious motor vehicle crashes, and other incidents requiring precise scene reconstruction. The scanner allows for comprehensive scene capture in significantly less time, while the accompanying software produces detailed visual representations for investigative and courtroom use.

This procurement is being conducted as a sole source purchase, as no other manufacturer produces equipment with the same specifications. The BLK360 G2 is exclusively manufactured by Leica Geosystems. A sole source letter and justification form were provided.

The Chief advised that the equipment is widely used by other law enforcement agencies and will improve efficiency by reducing documentation time and replacing more labor-intensive methods.

During discussion, Councilwoman DeDomenico-Payne inquired about maintenance and operation, and Councilman Wood asked whether training was included.

This item will be placed on the April 27th Consent Agenda for Council's consideration.

Advertisement for FY26–27 Appropriation Ordinance Finance Director BJ Wilson requested direction from Council to advertise the FY26–27 Appropriation Ordinance. During the March 2, 2026 work session, staff presented the FY26–27 budget calendar and outlined statutory requirements under the Code of Virginia (§ 58.1-3321 and § 15.2-2506) regarding public hearings, tax rate adoption, and the annual appropriation ordinance. The Code requires that the public hearing be held at least seven days prior to adoption.

To allow Council to consider approval at the May 26, 2026 meeting, a public hearing must be held on May 11, 2026, prior to the Work Session at Town Hall.

Council agreed to move forward to advertise for the public hearing to be held on May 11th.

FY26 Budget Amendment – Sale of Tub Grinder Finance Director BJ Wilson requested approval of a FY26 budget amendment in the amount of \$18,100 to allocate proceeds from the sale of a 1997 W.H.O. tub grinder toward the future purchase of a replacement solid waste truck.



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The equipment had been listed for sale on three occasions across two online auction platforms to obtain the best value.

This item will be placed on the April 27th Consent Agenda for Council's consideration.

Alley Vacation Updates – E. 5th Street and Happy Creek Town Manager Joe Petty advised that previously approved ordinance vacating an alley for Zuckerman Metals and 218 East 14th Street LLC must be repealed due to title complications following the sale of the property. He noted that legal representatives for the applicants and purchasers requested the repeal to allow new property owners to reapply. Council agreed to repeal the ordinances and allow submission of new applications.

The ordinances will be placed on the April 27th Consent Agenda for Council's consideration.

Motion On To Go Into Closed Meeting

Vice Mayor Veitenthal 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:

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, the Amendment to the Voluntary Settlement Agreement Between the County of Warren, Virginia and the Town of Front Royal, Virginia, Regarding the Compromise for PILOT Meals and Lodging Taxes, and 2)pursuant to §2.2-3711(A)(1) of the Code of Virginia, for the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, more specifically, the Town Manager.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Motion to Certify Closed Meeting at its Conclusion

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Action Coming Out of Closed

Vice Mayor Veitenthal moved, second by Councilman Wood, that Council approve an amendment to Town Manager Agreement dated 24th of March, 2025, as presented, with the Mayor to execute the amendment on behalf of the Council and the Town.

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

No – N/A



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Absent – N/A

Abstain – N/A

ROLL CALL

Meeting adjourned at approximately 8:34PM

Approved by Council:04/27/2026