



TOWN COUNCIL WORK SESSION

April 4, 2016 @ 7:00pm
Front Royal Administration Building

DRAFT

Town/Staff Related Issues:

1. Continued Discussion to Waive Curb/Gutter Installation at Pullen/Cable Streets – *Vice Mayor Tharpe*
2. Budget Presentation by Staff – General Fund
(will follow budget book)

Council/Mayor Related Items

3. 2016 VML Policy Committee Nominations
4. Resolution to “Support Local Workforce” – *Mayor Darr*
5. BZA Term Expires May 1, 2016
6. Council Discussion/Goals (*time permitting*)
7. CLOSED MEETING – Personnel Matter

Motion to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting for the purpose of assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of a public body, pursuant to Section 2.2 3711. A. 1. of the Code of Virginia.

Motion to Certify Closed Meeting at its Conclusion [*At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:*]

I move 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.

SUMMARY - WS April 4, 2016

1 Pullen/Cable C&G

Hollis introduced Glenda Mikulak

Demolished dilapidated residence from property working to rehabilitate property. Didn't know that C&G was an issue. Talked with 3 on Council. \$12k to remove trees for C&G installation with C&G installation makes project too expensive. Jeremy has developed two options with C&G at optimal location and with preservation of trees. Wants to construct home for disabled children. Hopes to work her way up Front Street.

Bret - Seeking waiver of Cable - Yes

Jacob - Seeking curb install to preserve trees? - Yes also.

Bebhinn - Require C&G but preserve trees.

Glenda - Will clean up the trees

Gene - Not in favor of it. If you narrow streets, you'll have problem. If we do it here, we'll have to do it everywhere.

Bret - Doesn't set precedent. 1) in floodplain; 2) catalyst economic development project. I hope we'll see revitalization of Front Street. This is the Town kick starting an effort.

Regular Agenda Item. Include Jeremy's plan & language from Bret

2 Budget - General Fund

Gene & Hollis - Use Reserved Acct funding for Comm Dev

Gene - Reserve Corridor funding for future use.

Tim - Continue Funding for Downtown efforts

Confirm reserve funding

Tim - Check Medical Insurance for Clerk

Hollis - Get breakdown of Clerk request

Gene - List of all employees with salaries and position. Current + W/COLA + Incentives/

Position Changes

Gene - List of all proposed vehicles & equipment per Dept & Division

Hollis - Include vehicles being removed/replaced

Gene - Provide TM, TA, & Clerk salary + w/ COLA + Incentive

John - Police Dept Line Item in IT -

Gene - New vehicle - Let them use an offline vehicle.

Jacob - Maintenance Contract Increase - Todd explained

Jacob - Replacement plan - Every 4 years however we've gone to thin clients

Gene - What effect on Tourism if we drop \$55k from Lodging Tax

Bret - Tim & Felicia - Seek sponsorships

Gene - Keep giving senior positions salary adjustment. Its not fair to hourly employees. Its not

right.

Gene - Department heads keep getting salary adjustment

Jacob - Market adjustments every three years. Bret - Adopting that program

Julie - Currently participating in a salary survey with Shenandoah County. Jacob - What keeps folks from asking each year.

Gene - We're paying Big City salaries for top folks

Tim - Some positions are more important

John - Flat COLA benefits lower paid.

Tim - Get what Gene asked for.

Jacob - Need justification and process for market adjustment

Bret - Did not understand that salary is affected by COLA

John - Highlight Finance Admin Salary & investigate benefits

Jacob - Overtime in PD Patrol

Kevin - PD had been over on overtime previously so PD looked at details for overtime.

Bebhinn - Does training need to be overtime

John - Have you looked at increased staffing versus overtime.

Kevin - We have focused on lost positions previously during the budget crunch. Next year we'll look at increased staffing.

John - Demonstrate call history to justify staffing

Gene - Lost positions.

Jacob - New positions will not adjust overtime.

Kevin - No It could help with CID, but not patrol.

Norman - They are civilian positions.

Gene - I don't remember where you lost positions.

Tim - Patrol Uniform cost includes vests.

Bebhinn - \$4500 Maint - Kevin Camera Maint

Bebhinn - Memberships \$4600 - Data Lynx

Jacob - Overtime increases even with additional person.

TAKE a LOOK at Overtime

Tim - Add New Positions to the list of salaries

Bebhinn - Would we hire within for the supervisor

Gene - How many in the Drug Task Force - 3

Tim - Maint Serv - \$15k Energov

Gene - online in May

Tim - Comp Plan Update done - Yes

Hollis - \$16k for survey truck

Bebhinn - NSVRC Increase - Jeremy - Addl staff

Bebhinn - Asset Forfeiture - From State? Yes

Gene - Is EDA project funding paid - CHECK On THIS

Bebhinn - Is there need for addl tech? - Jimmy & Kevin - Yes

Bret - Outsourcing horticulture - Done before too expensive

Gene - Vehicles in Streets

Gene - Kendrick Lane repairs

Hollis - Overtime - due to projects

Gene - Inspect concrete - Be there during pour.

Bret - Group Health Insurance - Catastrophic vs Maintenance. High Deductible with HSA.

Bebhinn - Can we do that.

John - Affordable Care Act limits

Gene - Is Health Insurance through VML -

CHECK INTO COST SAVINGS

Jacob - Total Cost for \$1 COLA Increase in Percentage

Jacob - Do we project 5 years for revenue

Gene - Budget went up \$1M

Look at Public Hearing in June

3 VML Policy Committee

Community & Econ Dev -

Environ

Finance - BJ replace Kim

General Laws - Jacob replace Daryl Funk

Transportation

4 Local Workforce Resolution

Tim - Passed out resolution

Steve - Send in WORD to COUNCIL

Next WS discuss

Council approve resolution to be sent to County for review.

5 BZA

Advertise for 2 weeks & interview

Interview Mr. Shipman

6 Council Goals

Bret - Resolution for Freedom Day - April 13th - Want on Consent Agenda for 4/11 - Doug will clean up.

Gene - Vacate Elec - Joe May 1st; Get appraisal - Put them in the hands of a realtor to market.

Doug - will look into process to select a realtor.

Gene - What is in the budget proposed to be funded through Corridor funding.

Closed Meeting - John Read/Bret - 6-0