

The regular meeting of the Town Council of the Town of Front Royal, Virginia was held on May 8, 2017, in the Warren County Government Center's Board Meeting Room. Mayor Tharpe led Council and those attending in the Pledge of Allegiance to the flag and a Moment of Silence. The roll was called at 7:00 p.m.

PRESENT: Mayor Hollis L. Tharpe
Councilman John P. Connolly
Councilman Bébhinn C. Egger
Councilman Jacob L. Meza
Councilman Christopher S. Morrison
Councilman William A. Sealock
Councilman Eugene R. Tewalt
Town Attorney Douglas W. Napier
Interim Town Manager Joseph E. Waltz
Clerk of Council Jennifer E. Berry, CMC

(The above listed members represent the full body of Council as authorized in the Town Charter.)

Vice Mayor Tewalt moved, seconded by Councilman Egger moved that Council approve the Regular Council Meeting minutes of April 24, 2017 as presented.

Vote: Yes – Connolly, Egger, Meza, Morrison, Sealock and Tewalt

No – N/A

Abstain – N/A

Absent – N/A

(Mayor Tharpe did not vote as there was no tie to require his vote)

RECEIPT OF PETITIONS OR CORRESPONDENCE FROM THE PUBLIC

There were no receipts or petitions from the public.

Joe Waltz, Interim Town Manager, noted that there would be some Criser Road lane closures for the updates to the Ressie Jeffries Elementary School. He stated that tree removal would be taking place along N. Royal Avenue and he asked that drivers be aware of changes to traffic patterns. Mr. Waltz noted that Happy Creek Road paving would be taking place from May 11-19th and reminded the citizenry to be advised of the delays which may take place during the work. He added that Building Safety Month Event would take place at the Gazebo on May 12th at 11 a.m. with free fun and food for the community. Mr. Waltz also announced the Family Fun Day would be held with C&C Treats at the Gazebo on May 13th at 11 a.m. downtown and he invited the community to attend.

BJ Wilson, Town Finance Director, announced that the personal property tax bills were mailed out and they are due on June 5th. He noted that 59 new business licenses were issued this year and that sales of electric were slightly lower than normal due to the warmer winter temperatures. He stated that water and sewer connections were slightly higher than expected, with about 8 more connections than this time in 2016, with most of those connections being in the Blue Ridge Shadows area.

Mr. Wilson reminded citizens that those filling pools should contact the Town for readings before the pool is filled to save on the sewer cost of said filling. He also announced that those citizens wanting to participate in the Town's Budget Billing sign up should contact the Town Finance Department for information.

Councilman Sealock noted that the STOPS program has been rolled out, and he commended Smart Towns Observe Pedestrian Safety and there were three initiatives for enhanced information about crosswalk and pedestrian safety: **Education, Infrastructure and Enforcement**. He noted that there had been three fatalities in three years and he appreciated the Town looking at the crosswalks and the work to be done to implement the program. Councilman Sealock thanked Staff, the Police Department and the Sergeant Seal for his work.

Councilman Egger asked about the EDA's Workforce Housing project, which she noted had recently brought questions to light. She specifically questioned why there was a \$445,000 number on the deed, which the EDA had said came from the appraisal, though recently it was noted that actually no appraisal had been completed. Ms. Egger went through her questions, requesting response from the EDA, through the Town Manager:

1. Why did the EDA tell the Council that the \$445,000 number on the deed was from an appraisal, when no appraisal was done?
2. Who came up with that number to put on the deed?
3. Why is the agreement between the EDA and the property owners confidential?
4. Why wasn't the Council and the Planning Commission notified about the March 1st 2017 deadline and the contingencies on the donation of the property?

She also requested:

1. A timeline of the permits for the project. (application dates, delays, approvals, etc.)
2. A detailed list of what the \$500,000 has gone to that the EDA has already spent on this property. (invoices, cancelled checks, all other pertinent documents.)
3. A public disclosure of any familial relationships between the property owners and anyone on the EDA staff or board.
4. Copies of the appraisals for the Afton Inn and Stokes Mart.

Mayor Tharpe noted that this is an EDA project and it does not pertain to the Town. He added that the Afton Inn and Stokes information could be given to Ms. Egger, certainly. Councilman Egger stated that she felt it would be most professional to go through the Town Manager to obtain this information from the EDA.

Councilman Connolly reminded Council that they were there to handle Town business and not to air every grievance and issue that they may have regarding the EDA or other boards. He noted that he was not interested in using the Council's time for grandstanding on such matters, adding that the questions could have easily been sent in an email to the EDA. Mr. Connolly stated that

Mayor Tharpe noted that this is not a Town or County project and Council would not discuss it further. He stated that the Afton Inn and Stokes request would go to the Town Manager and the other questions could go to the EDA.

Councilman Egger noted that she was given false information during a public meeting, therefore she brought the matter up in a public meeting, to follow up on information to clarify what was given to Council, and certainly not for grandstanding or a personal grievance.

Mayor Tharpe asked if there were any proposals for additions or deletions to the agenda.

CONSENT AGENDA

A. COUNCIL APPROVAL – Liaison Committee Meeting Items

- 1) Development Review Committee
- 2) Avtex Property – Main Street Extension
- 3) Wastewater Treatment Plant/Septage Receiving Facility
- 4) Consideration of Joint Towing Board
- 5) McKay Property Update
- 6) Building Inspections Software
- 7) Leach Run Parkway
- 8) Utility Contribution Request from Warren Heritage Society
- 9) Warren County's In-Town Projects
- 10) Tethering of Dogs in Extreme Weather
- 11) Tourism Discussion

B. COUNCIL APPROVAL – Proclamation – Youth Week – Order of Elks

C. COUNCIL APPROVAL – Proclamation – Children's Mental Health Awareness Day

Vice Mayor Tewalt moved, seconded by Councilman Connolly that Council approve the consent agenda as presented.

PROCLAMATION – Order of the Elks - YOUTH WEEK

WHEREAS The benevolent and Protective Order of the Elks has designated the first week in May, as Youth Week to honor America's Junior Citizens for their accomplishments, and to give fitting recognition of their services to Community, State and Nation; and,

WHEREAS Front Royal Lodge 2382 will sponsor an observance during that week in tribute to the Junior Citizens of this Community; and,

WHEREAS no event could be more deserving of our support and participation than one dedicated to these young people who represent the nation's greatest resource, and who in the years ahead will assume the responsibility for the advancement of our free society; and,

WHEREAS our Youth need the guidance, inspiration and encouragement which we alone can give in order to help develop those qualities of character essential for future leadership; and go forth to serve America; and,

WHEREAS to achieve this worthy objective we should demonstrate our partnership with Youth, our understanding of their hopes and aspirations and a sincere willingness to help prepare them in every way for the responsibilities and opportunities of citizenship;

NOW THEREFORE I, Hollis Tharpe, Mayor of the Town of Front Royal, do hereby proclaim the first week in May as Youth Week, and urge all departments of government, civic, fraternal and patriotic groups, and our citizens generally, to participate wholeheartedly in its observance.

PROCLAMATION – Children’s MENTAL HEALTH DAY**National Children's Mental Health Awareness Day Proclamation**

WHEREAS addressing the complex mental health needs of children, youth, and families today is fundamental to the future of the Commonwealth of Virginia;

WHEREAS the need for comprehensive, coordinated mental health services for children, youth, and families places upon our community a critical responsibility;

WHEREAS it is appropriate that a day should be set apart each year for the direction of our thoughts toward our children's mental health and well-being;

WHEREAS Northwestern Community Services through its unique approach to serving children and adolescents, is effectively caring for the mental health needs of children, youth, and families in our community;

NOW, THEREFORE, I, Hollis L. Tharpe, Mayor of the Town of Front Royal, do hereby proclaim May 5, 2017 to be “*National Children's Mental Health Awareness Day*” and urge our citizens and all agencies and organizations interested in meeting every child's mental health needs to unite on that day in the observance of such exercises as will acquaint people with the fundamental necessity of a year-round program for children and youth with mental health needs and their families.

Vote: Yes – Connolly, Egger, Meza, Morrison, Tewalt and Sealock

No – N/A

Abstain – N/A

Absent – N/A

(Mayor Tharpe did not vote as there was no tie to require his vote)

(By Roll Call; On the Consent Agenda)

COUNCIL APPROVAL – Memorandum of Agreement-New Market Tax Credit

Summary: Council is requested to consider approval of a Memorandum of Agreement (MOA) for the New Market Tax Credit Program, as presented. Council approved a Resolution of Support for the New Market Tax Credit Program on August 8, 2016.

Councilman Connolly moved, seconded by Councilman Meza that Council approve a Memorandum of Agreement (MOA) for the New Market Tax Credit Program, as presented.

Mayor Tharpe complimented Mr. Wilson, of the Finance Department, for his ongoing work on this project.

Vote: Yes – Connolly, Egger, Meza, Morrison, Sealock and Tewalt

No – N/A

Abstain – N/A

Absent – N/A

(Mayor Tharpe did not vote as there was no tie to require his vote)

(By Roll Call)

COUNCIL APPROVAL – Budget Amendment for Requirement of Repayment of Internal Loan for Criser Road Trail Project

Summary: On November 28, 2016 Council voted to advance \$400,000 for the Criser Road Trail Project via an internal loan from the General Fund to the Street Fund and to include loan repayments of \$100,000 every year for four (4) years in future budgets. After discussion at the May 1, 2017 Work Session, Council is requested to consider a Budget Amendment to reallocate the \$400,000 to hereby eliminate the necessity for repayment of the \$400,000 internal loan by the Street Fund to the General Fund and will thereby use General Fund Balance to fund the Criser Road Trail Project.

Budget/Funding: 1000-3510110 – General Fund Appropriated Funds Forward \$400,000
9790-49009 – General Fund Transfer to Street Fund - \$400,000
4500-3240407 – Street Fund Transfer from General Fund - \$400,000.00
4102-47933 – Street Fund – Trails \$400,000.00

Councilman Connolly moved, seconded by Vice Mayor Tewalt that Council approve a Budget Amendment to reallocate the \$400,000 that was previously approved by Town Council on November 28, 2016, to eliminate the necessity for repayment of the \$400,000 internal loan by the Street Fund to the General Fund and hereby use General Fund Balance to fund the Criser Road Trail Project.

Vote: Yes – Connolly, Egger, Meza, Morrison, Sealock and Tewalt
No – N/A
Abstain – N/A
Absent – N/A
(Mayo Tharpe did not vote as there was no tie to require his vote)
(By Roll Call)

COUNCIL NOMINATIONS – 2017 Virginia Municipal League (VML) Policy Committees

Summary: Council is requested to make nominations to the Virginia Municipal League (VML) Policy Committees for 2017. Policy Committee members will serve May through December 31, 2017. Nominations are due to VML by May 15, 2017.

Councilman Connolly moved, seconded by Vice Mayor Tewalt that Council nominate the following to the various Virginia Municipal League (VML) Policy Committees, said terms to expire December 31, 2017.

- 1) Councilmen Christopher Morrison and William Sealock to the Community & Economic Committee;
- 2) Interim Town Manager Joseph Waltz to the Environmental Quality Committee;
- 3) Finance Director BJ Wilson and Councilman John Connolly to the Finance Committee;
- 4) Councilman Jacob Meza and Town Attorney Douglas Napier to the General Laws Committee;
- 5) Mayor Hollis Tharpe and Vice Mayor Eugene Tewalt to the Transportation Committee.

****Please read updated appointments below, after amended motion.**

Councilman Meza moved, seconded by Councilman Connolly, to amend the appointments to:

- *Remove Meza from General Laws and add Meza to Finance;*
- *Add Morrison to the Environmental Quality Committee;*
- *And add Connolly to the General Laws Committee.*

The appointments shall be as follows:

- 1) Councilmen Christopher Morrison and William Sealock to the Community & Economic Committee;**
- 2) Councilman Morrison and Interim Town Manager Joseph Waltz to the Environmental Quality Committee;**
- 3) Finance Director BJ Wilson and Councilman Jake Meza to the Finance Committee;**
- 4) Councilman John Connolly and Town Attorney Douglas Napier to the General Laws Committee;**
- 5) Mayor Hollis Tharpe and Vice Mayor Eugene Tewalt to the Transportation Committee.**

Vote: Yes – Connolly, Egger, Meza, Morrison, Sealock and Tewalt

No – N/A

Abstain – N/A

Absent – N/A

(Mayor Tharpe did not vote as there was no tie to require his vote)

(By Roll Call; On Motion to Amend)

Vote: Yes – Connolly, Egger, Meza, Morrison, Sealock and Tewalt

No – N/A

Abstain – N/A

Absent – N/A

(Mayor Tharpe did not vote as there was no tie to require his vote)

(By Roll Call; On Amended Motion)

There being no further business, the Mayor declared the meeting adjourned at 7:22 p.m.

APPROVED:

Jennifer E. Berry
Clerk of Council