



TOWN COUNCIL WORK SESSION
TUESDAY, February 19, 2019 @ 7:00 p.m.
Town Hall Council Chambers

1. Special Use Permit for United Parcel Service Inc. (UPS) – Director of Planning/Zoning

STAFF RECOMMENDATION: An important update was added to the end of the Staff Report due to a significant change proposed by UPS that occurred after the Planning Commission issued a recommendation of denial. Staff recommends referring the application back to the Planning Commission for re-review considering the changes. Alternatively, Town Council may choose to proceed with a public hearing of their own.

FROM THE STAFF REPORT:

This application is a request to obtain approval for a commercial parking lot for use by the UPS Distribution Center as an overflow parking lot.

UPS leases the property from the property owner, Puja Properties LLC, and has been doing so for a long time – allegedly since the late 1980s. This application is a response of Town Staff notifying UPS that they were in violation of the Town Code by using the property for truck parking because they have no prior approval and the Town Code requires a Special Use Permit for both commercial parking lots and distribution centers in the C-1 Zoning District. A use can not be grandfathered unless it was originally legal when established.

The Town is authorized to require a special use permit for certain uses within any zoning district under Virginia Code §15.2-2286. Some specific uses are granted protection from regulation from localities by the Virginia Code, including agriculture uses, small scale conversion of biomass to alternative fuel, certain residential uses, private tents, farm wineries, assisted living facilities, and group homes.

The issuance of a special use permit is subject to such conditions as are deemed necessary by the Front Royal Town Council after recommendations of the Front Royal Planning Commission. Prior to an action by Town Council or a recommendation by the Planning Commission, a public hearing is required for special use permits.

Town Code 175-136 requires that Special Use Permits meet the following requirements: (i) is not detrimental to the overall health, safety, and general welfare of the public, (ii) does not conflict with the Comprehensive Plan, (iii) is substantially compatible with surrounding land uses, and (iv) complies with laws of the Commonwealth of Virginia."

The Planning Commission originally reviewed the UPS SUP during their November 28, 2019 Planning Commission meeting, but action was postponed at the request of the applicant. UPS revised their proposal to include a residential style fence as a buffer between the tractor trailer parking area and the residential subdivision to the north and east. During their January 19, 2019 meeting, the Planning Commission voted to NOT recommend approval of this Special Use Permit Application. This decision was reached after consideration of input from the public and the revised plan submitted by UPS. While other concerns were noted, the primary unresolved issue was related to noise, and particularly noise during late night hours.

UPDATE: On February 13, 2019, UPS met with Town Staff and the Mayor and presented a major change to their plans. UPS agreed to restrict tractor trailers from the subject property and to restrict late hour use. They intended to use the site for employee parking and parking of the smaller brown UPS delivery trucks. In this discussion, UPS said they would not propose the fencing.

Council Discussion: Mr. Camp noted that air pollution, appearance, and noise were some of the complaints from the members of the public. He stated that the Planning Commission recommended the denial of their request, mainly for the noise issue. Mr. Camp stated that UPS has now revised their request to remove the tractor trailer use completely, and also not to use the area for the loading and unloading, but mainly for employee parking and the brown UPS delivery trucks.

Councilman Tewalt noted that he would be in favor of the matter returning to the Planning Commission. Mr. Sealock stated that he agreed with Mr. Tewalt and he had concerns with the removal of the fence. Mrs. Thompson agreed, noting that the fence needed to be in place and it should be more aesthetically pleasing; Mssrs. Holloway and Gillispie agreed that it should return to the Planning Commission. Mr. Tewalt asked if the lot would be paved. Mayor Tharpe stated that the property owner owning that section has been notified of the issues with the potholes so the landlord can remedy the matter. Joseph Silek, attorney for the applicant, noted that the fence was a \$30,000 fence and when the tractor trailers were rerouted to the Kelly Industrial Park and the change to the cars of the employees and the package trucks. Mr. Hawk, of UPS, stated that they can provide a new layout that would be primarily laid out for employee parking. To answer Mr. Silek's questions, Mr. Camp stated that it would be on the March Planning Commission agenda.

2. Fairground Water Tank Rehabilitation Project – *Director of Public Works*

SUMMARY: The Town of Front Royal has a population of approximately 15,000 and operates a water system that includes a 1 million-gallon, steel fluted column, elevated water storage tank. The Town of Front Royal's Fairground Water Tank is located at 395 Fairground Road in Front Royal, VA. The water tank was constructed in 1996 and has not been inspected or rehabilitated since that time. The following scope of services have been developed to assist the Town with the evaluation and implementation of recommended improvements associated with rehabilitating the Fairground Road Tank

Engineering services will include following Tasks:

Task 1-Hydraulic Evaluation/Tank Offline Development-Work with Town staff, Dominion Power and major water users to schedule and develop a tank off line plan that minimizes impact to major water users. Work with Fire Department and Town staff to develop a plan of action to be followed in the event of an emergency water demand event(fire flow needs) while the tank is off-line

Task 2-Tank Evaluation-this was completed in October 2018 due to Dominion being off-line and will be included on purchase order.

Task 3-Preparation of Rehabilitation Bidding Documents/Bidding Phase Services-Prepare plan sheets, details and specifications for Base Bid and Additive Alternatives. Prepare bidding addenda, pre-bid conference and address questions that are generated from prospective bidders. Evaluate bidding information for accuracy and completeness.

BUDGET/FUNDING: 9601-R7009 (\$460,000 in budget)
Project Costs

Task 1-Hydraulic Evaluation/Tank Offline Development \$15,000

Task 2-Tank Evaluation \$ 6,500

Task 3-Preparation of Rehabilitation Bidding Documents/Bidding Phase Services \$20,000

Total Fee Estimate \$41,500

STAFF RECOMMENDATION: Recommends approval of purchase order with CHA to perform the above services for tank rehabilitation. The WTP Manager, Mike Kisner will be available for questions.

Inspection Recommendations from NACE Certified Inspection Report

Exterior Coating

- Deteriorating / Not Failing

Interior Coating

- Needs Rehabilitation and can be Overcoated

◆ Recommendations

Exterior

The top coat to intermediate coat adhesion properties are decreasing with top coat delamination and exposed epoxy intermediate coat. Due to coating deficiencies, the tank coating system is not suitable for over coating. Items identified in finding are currently not affecting tanks operation but should be addressed when the tank coating is rehabilitation.

Interior

The tank coating system is effectively protecting the majority of steel from corrosion although a high percentage of visible corrosion was observed, good coating adhesion properties and low dry film thickness were determined. The interior coating system is currently a candidate for over coating and should be considered in the next two years. Items identified in finding are currently not affecting tanks operation but should be addressed when the tank coating is rehabilitation.

Inspection Summary - Exterior

Exterior Flute

- Finish Coat Beginning to Fail
- Intermediate Coat Protecting Metal

Valve Vault

- Coating in Good Condition
- Hand Tool and Touch Up Paint Needed

Inspection Summary - Exterior

Roof Railing

- Coating in Good Condition

Roof

- Coating in Good Condition
- Beginning to Fail in Some Locations

Inspection Summary - Exterior

Roof Cabling

- Cable Tray Connections in

Good Condition

Automatic Roof Vent

- Good Condition

Ladder

- Finish Coat Beginning to Fail

- Intermediate Coat Protecting

Metal

Rafter Support

- Full Coating Failure

- Full Rehabilitation Needed

Roof

- Full Coating Failure in Multiple

Locations

- Spot Repair and Full Coating

Overcoat Needed

Tank Shell

- General Coating Failure

- Spot Repair and Full Coating

Overcoat Needed

Cathodic Protection

Anchor

- Significant Corrosion

- Full Rehabilitation Needed

Roof

- Coating Failure Around

Penetrations

- Spot Repair and Full Coating

Overcoat Needed

Budget

Full Tank Rehabilitation

Interior Rehabilitation \$200,000

Exterior Rehabilitation \$250,000

Containment (Exterior) \$100,000

Engineering \$ 56,000

Inspection \$ 50,000

Total Project Cost \$656,000

Interior Option

Interior Rehabilitation \$200,000
Engineering \$ 56,000
Inspection \$ 50,000
Total Project Cost \$306,000
Current Budget \$460,000
Contingency / Remaining \$154,000

Project Approach

- Perform NACE Certified Inspection - \$6,500
- Completed October 2018-due to Dominion being offline and minimizing issues.
- Develop “Tank Offline Plan” - \$15,000
- Evaluate impact of taking Fairgrounds storage tank off-line
- Schedule and develop off-line plan to minimize impact
- Prepare Bidding Documents - \$20,000
- Base Bid
- Additive Alternatives

Council Discussion: To answer Mr. Tewalt’s questions, Mr. Kisner and Mr. Boyer clarified the budgeted amounts and the that NACE did the initial inspection. Mr. Kisner noted that perhaps within 60 days the would obtain numbers and when the tank is completed, the tank would be down at least three months, maybe longer. Mr. Kisner noted that they would bid with several options, interior, full rehabilitation, etc., and perhaps they will need to return to Council at a later time to cover the additional cost. Councilmen Gillispie noted that he agreed with Mr. Tewalt. Mr. Sealock stated that he would like to see the matter move forward and he asked about the contingency plan, as the Town needs a loop system currently. He noted that the Town needs a second line and now the tank is going to be down at least three months, so he asked what the plan is for providing water in the interim.

3. Sale of Surplus Items Using Online Auction – *Director of Finance*

SUMMARY: The Town periodically holds a public auction to sell surplus items and equipment. Staff feels that certain items/equipment may be sold for a higher amount if the Town were to utilize an online auction. Staff is requesting approval by Town Council to sell specific equipment online with a minimum required bid.

The Town of Front Royal is able to exercise cooperative purchasing rights through participation in the Fairfax County Request For Proposal 2000001422 to use The Public Group LLC d.b.a. Public Surplus and Capital Auto & Truck Auction Inc for online auction services with an online auction fee equaling 1% of the sale price.

Items/equipment would be sold “as is” and “where is”. The Town will not incur fees for towing or shipping.

Items recommended to be included in the online auction are:

Description	Suggested Minimum Bid
2000 Johnson Street Sweeper	\$5,000.00
1996 GMC TopKick 6x6	\$5,000.00

2001 Mack LE613 Dump Truck \$2,500.00
1989 Ford L8000 Refuse Body Leach 2RII 25 Yard \$500.00
1985 Case 585 Tractor \$500.00
Lot of Electric Poles \$1.00

Council Discussion: Council voiced support of the items being sold online.

4. FY20 Proposed Budget - Review of Enterprise Fund Expenditures - *Director of Finance*

SUMMARY: Staff will present and review the FY20 Proposed Budget enterprise fund expenditures.

STAFF RECOMMENDATION: Staff recommends to discuss any questions or concerns regarding the FY20 budget and discuss any additional information council would like to be provided prior to voting for adoption of a FY20 budget.

FY2020 PROPOSED BUDGET

ELECTRIC DEPARTMENT (PAGE 54)

- Overall increase of \$12,920
- Salary/Benefits increase of \$81,995 includes 2% Merit, Compensation Study Phase 2, & 6.5% insurance increase
- Operating expense decrease of \$11,600
- Decrease of \$10,000 for Dues & Memberships
- Capital expenses increased \$487,500 includes:
 - Replace Bucket Truck#344 - \$210,000
 - Bucket Truck Internal Loan Payment (Year 4 of 6) - \$22,905
 - Reconstruction of Bio-Retention Pond - \$25,000
 - Three Phase Recloser for John Marshall Highway - \$25,000
 - Accruing funds to replace Kendrick Lane Transformer - \$142,500 (Year 2 of 6)
 - Expansion of electric service for Leach Run Parkway - \$125,000 (Multi-year Project)

PURCHASE OF ELECTRIC

Purchase of electric including deregulation costs is budgeted to decrease \$549,975 when compared to the FY19 Budget

METER READING - ELECTRIC

- Overall increase of \$2,170
- Salary/Benefits increase of \$1,570 includes:
 - 2% Merit
 - Compensation Study Phase 2
 - 6.5% Insurance Increase
- Operating expense increase of \$600
- Increase of \$300 for Maintenance Service Contracts
- Increase of \$300 for POL (Petroleum Oil & Lubricants)

WATER ADMINISTRATION (PAGE 62)

- Overall increase of \$4,985
- Salary/Benefit increase of \$5,485 includes 2% merit, compensation study phase 2 & insurance increase
- Operating expense decrease of \$500

SEWER ADMINISTRATION

- Overall increase \$4,080
- Salary/Benefit increase of \$4,830 includes 2% merit, compensation study phase 2 & 6.5% insurance increase
- Operating expense decrease of \$750

WATER PLANT

- Overall increase of \$121,155
- Salary/Benefit Increase of \$20,155 includes 2% Merit, Compensation Study Phase 2, and 6.5% Insurance Increase
- Operating expense decrease of \$14,000:
- Decrease of \$18,000 for Professional Services
- FY19 Included \$100,000 for study/design of screens for DEQ regulations & \$18,000 for VA State Health Dept Fees
- FY20 Includes \$50,000 for Backflow Compliance Program, \$30,000 for Clearwell Inspections, & \$20,000 for VA State Health Dept
- Created separate line item for Chemicals, previously expensed under Other Operating Expense
- Capital expense increase of \$115,000 includes:
- Accruing money for replacement of raw water pumps (Year 1 of 3) - \$75,000
- Dezurik Pump Control Valve Replacement & Repair - \$40,000

WASTE WATER TREATMENT PLANT

- Overall increase of \$850,139
- Salary/Benefits decrease of \$17,410 due to retirement of senior employee
- Includes 2% Merit, Compensation Study Phase 2, & 6.5% insurance increase
- Operating expense increase of \$824,550
- Maintenance Service Contract increase of \$23,800 for maintenance on new equipment
- Lab testing increase \$25,600 (Kits for testing are more expensive)
- Electrical Service increase \$90,000 (Rate Increase & full operation of new plant)
- Chemicals placed under separate line item – increase of \$685,000
- Capital expenses increased \$43,000 includes:
- Equalization Basin Blowers - \$70,000
- Purchase of Fork Truck - \$33,000

Total Personnel & Fringe Benefits Total Operating Expense

WATER LINE MAINTENANCE

- Overall increase \$61,570
- Salary/Benefit increase of \$11,645 includes 2% merit, compensation study phase 2 & 6.5% insurance
- Operating expense decrease of \$21,075
- Professional Services decrease by \$20,000 for leak detection
- Capital expense decrease of \$129,500 and includes:
- Replace Valve Turning Machine - \$50,000
- Dump Trailer - \$5,000 (Split with sewer line maintenance, total cost of \$10,000)
- Jack Hammer for Backhoe - \$11,500 (Split with sewer line maintenance, total cost of \$23,000)
- Message Board - \$7,500 (Split with sewer line maintenance, total cost of \$15,000)
- Waterline upgrades \$537,000 which includes waterlines to correspond with paving plan
- Capital Inventory - \$255,000

SEWER MAINTENANCE

- Overall decrease \$48,055
- Salary/Benefit increase of \$11,645 includes 2% merit, compensation study phase 2 & 6.5% insurance

- Operating expense decrease of \$700
- Furniture & fixtures decreased by \$700
- Capital expenses decrease \$59,000; includes:
 - Dump Trailer - \$5,000 (Split with sewer line maintenance, total cost of \$10,000)
 - Jack Hammer for Backhoe - \$11,500 (Split with sewer line maintenance, total cost of \$23,000)
 - Message Board - \$7,500 (Split with sewer line maintenance, total cost of \$15,000)
- Capital Sewer Inventory - \$25,000
- I & I Abatement - \$462,000

METER READING - WATER

- Overall increase of \$41,696
- Salary/Benefits increase of \$1,570 includes:
 - 2% Merit
 - Compensation Study Phase 2
 - 6.5% Insurance Increase
- Operating Expense increase \$200
- Capital Expense increase of \$40,000 includes:
 - AMI Radio Water Meters - \$460,000 [Final Year of Funding for Project]

WATER & SEWER DEBT SERVICE

- Sewer debt service increased \$1,805
- Water debt service increased \$12,555
- Debt service can vary based on sequestration & federal subsidies
- FY20 Includes \$103,500 in water enterprise for possible debt service on the Water Loop Project
- FY18 & FY19 included \$103,500 which will be carried forward for the project
- Water Loop Project Prior year funds = \$206,000
- FY20 Funds = \$103,000
- Total Funds upon approval of FY20 Budget - \$309,000

SOLID WASTE

- Overall decrease of \$10,970
- Salary/Benefit increase \$10,405 includes 2% merit & 6.5% increase insurance
- Operating expense decrease of \$41,950
- Professional Service line item removed \$25,000 previously budget to outsource tub-grinding, now kept in-house
- Decreased expense for Warren County tipping fees due to less commercial customers - \$5,000
- Decreased auto-maintenance by \$15,000
- Reinstated line item for tub grinder maintenance - \$7,000
- Capital expense increase of \$10,575 includes:
 - Payment for internal loan to water fund for purchase of refuse truck - \$34,885 (Payment 3 of 4)
 - Payment for external loan for purchase of refuse truck - \$39,240 (Payment 2 of 5)
- Replace recycle trailer#695 - \$48,000
- Dumpster enclosure for Peyton Street Parking Lot - \$8,000

Council Discussion: Mr. Waltz noted that the tub grinder should be kept according to Don McPaters. Mr. Tewalt stated that once the equipment needs repair, then the equipment should go, rather than having money thrown into the equipment repair. Mr. Tewalt asked about the amount the Town would be spent on the money the salaries would be spent and also the amount of health care cost spent as well. Mr. Waltz stated that in two weeks he would return to Council with a full update on the health care position of the Town.

5. Discussion of Real Estate Tax Rate for FY20 (Calendar Year 2019) – *Director of Finance*

SUMMARY: The FY20 Proposed Budget includes revenues based on a real estate tax rate of \$0.14 per \$100 of assessed value. Council requested a comparison of estimated revenue based on various levels of real estate tax rates using the estimated property values for the 2019 reassessed values. Following this cover sheet is a comparison for review. Council is requested to provide staff with direction for advertising of the 2019 real estate tax rate, so that the first reading can be added to the March 11th, 2019 agenda.

BUDGET/FUNDING: A budget amendment may be required to the FY2019 budget due to collection of taxes reflected in separate fiscal years.

STAFF RECOMMENDATION: Staff recommends for approval of the FY20 (2019 Calendar Year) real estate tax rate of no less than \$0.14 per \$100 of assessed value; with anticipation that the Town may need to increase the rate in the future.

REAL ESTATE TAX RATE COMPARISON							
	<i>Equalization</i>		<i>FY20 Proposed</i>				
R/E Tax Rate Per \$100 Assessed Value	\$ 0.121	\$ 0.135	\$ 0.140	\$ 0.145	\$ 0.150	\$ 0.155	\$ 0.160
Estimated Total Real Estate Tax Revenue	\$ 1,640,894	\$ 1,824,339	\$ 1,891,907	\$ 1,959,475	\$ 2,027,044	\$ 2,094,612	\$ 2,162,180
Estimated Revenue Increase Above Equalization		\$ 183,445	\$ 251,013	\$ 318,581	\$ 386,150	\$ 453,718	\$ 521,286
% of R/E Revenue Increase Above Equalization		11.18%	15.30%	19.42%	23.53%	27.65%	31.77%
If Increase Allocated to Police Dept	\$ 242,500	\$ 425,945	\$ 493,513	\$ 561,081	\$ 628,650	\$ 696,218	\$ 763,786

POLICE DEPARTMENT FINANCING				
	30 Year VRA Pooled Bond		20 Year Fixed Rate Loan	Difference
Estimated Annual Debt Service	\$ 563,522		\$ 691,548	\$ 127,726
Estimated 1st Year Interest	\$ 400,000		\$ 390,000	
Estimated Interest Rate	4.031%		3.919%	
Interest Expense	\$ 7,828,477		\$ 4,511,499	\$ 3,316,978

COMPARISON OF REAL ESTATE TAX BILL BASED ON PROPERTY ASSESSED AT \$200,000							
Total Annual Real Estate Tax Bill	\$ 242	\$ 270	\$ 280	\$ 290	\$ 300	\$ 310	\$ 320
Annual Dollar Value Increase Above Equalization		\$ 28	\$ 38	\$ 48	\$ 58	\$ 68	\$ 78
Dollar Value Increase Per Installment		\$ 14	\$ 19	\$ 24	\$ 29	\$ 34	\$ 39
% Increase Above Equalization	0%	11.57%	15.70%	19.83%	23.97%	28.10%	32.23%

\$0.01 of the Real Estate Tax Rate Equates to Approximately \$135,136 in Revenue
\$0.005 of the Real Estate Tax Rate Equates to Approximately \$67,568 in Revenue

Council Discussion: Mr. Wilson noted that various comparisons were given to Council noting the different possible options. Mrs. Thompson noted that perhaps going up in the taxes was a possibility. Mr. Holloway stated that the taxes may need to be raised and the question of how much may be the issue. Mr. Gillispie stated that he would go with the one cent. Mr. Sealock stated that he was confused still with the sheets shared with Council at the last meeting. Mr. Wilson noted that the debt service was \$563,000 and if they raise it to 14 cents, they would not have enough to cover the full amount, he added that there would be not be any contingency with the 14 ½ cents. Mr. Tewalt stated that he wanted to save the money in the future by going to 16 cents now and it would knock ten years off the project. Mrs. Thompson noted that she understood the proposal, noting that the Town has been put into this position unfortunately. Mr. Holloway noted that he was unsure at this time; Mr. Gillispie stated that it makes sense though there were many variables that the Town needed to determine before deciding matters on a solid number. Mr. Sealock noted that 16 cents makes sense for advertising, as the number could always come down.

6. Continued Discussion of Funding for Warren Heritage Society

SUMMARY: On January 22, 2019, Council discussed a request from the Warren Heritage Society to support their operation, specifically their utilities. At that time, Council asked that the request be placed on an upcoming work session for further review and discussion.

HISTORY

In 2014 Council considered a reimbursement of the expense of utility services for the Warren Heritage Society located at 101 Chester Street in the amount of \$10,000 due to *“their campus of preservation has grown significantly and their outreach into the community has extended with greater need in the area”*. In accordance with the authority granted governments by Virginia Code Section 15.2-953, Council approved the request and for the money to come from Electric, Water, Sewer and Solid Waste Fund Reserves to be used toward payment of the respective portion of the utility bills beginning July 1, 2014. In 2015, Council approved the donation of \$15,000 (*increase of \$5,000*) beginning September 2015. In 2016, Council approved the donation of \$15,000 to begin September 2016, but also requested that the Warren Heritage Society make efforts to improve the efficiency of their buildings and report these efforts prior to requesting continued donations in the future. The 2016 request was also discussed at the November 2016 Liaison Committee Meeting. In 2017, Council approved the donation of \$15,000 to begin September 2017. In 2018, Council approved the donation of \$15,00 for FY2019-2019 (*minutes attached*) Attached is the current budget for the Warren Heritage Society, Letter from the Executive Director of the Warren Heritage Society and minutes from January 22, 2019 work session.

BUDGET/FUNDING: Funding from last year came from the Electric, Water, Sewer and Refuse as Unrecognized Revenue

Council Discussion: Councilmen Thompson, Sealock, and Gillispie noted that they would be in agreement with \$5,000 for the Warren Heritage Society as a final contribution, though in the future their requests should go to Warren County and not return to the Town.

7. Council Discussion/Goals

- none -

8. CLOSED MEETING – Consultation with Legal Counsel and Probable Litigation

Motion to Go Into Closed Meeting

Vice Mayor Sealock moved, seconded by Councilman Gillispie that Council convene and go into Closed Meeting for the purpose of 1) Consultation with legal counsel employed or retained by a public body regarding specific legal matters, specifically, legal mechanisms related to handling potential future debt service related to current and future budget years with respect to the former Afton Inn building, requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711. A. 8 of the Code of Virginia.

Vote: Yes – Gillispie, Holloway, Sealock, Tewalt and Thompson

No – N/A

Abstain – N/A

Absent – Meza

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

(By Roll Call)

Motion to Certify Closed Meeting at its Conclusion

Vice Mayor Sealock moved, seconded by Councilman Tewalt 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 – Gillispie, Holloway, Sealock, Tewalt and Thompson

No – N/A

Abstain – N/A

Absent – Meza

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

(By Roll Call)

PRESENT: Mayor Tharpe, Councilman Tewalt, Councilman Gillispie, Councilman Holloway, Councilman Thompson, Vice Mayor Sealock, Town Manager Waltz, Town Attorney Napier, Clerk of Council Berry, Director of Planning Camp, Director of Finance Wilson, Director of Energy Services Jenkins, Police Chief Magalis, Director of Environmental Services Boyer, Community Development Director Hart, IT Director Jones, members of the public and members of the press.

ABSENT: Councilman Meza