

TOWN COUNCIL WORK SESSION MINUTES

Monday, April 15, 2013 @ 6:00pm

Front Royal Administration Building Conference Room

It was noted that Stephen McKee was rescheduled for the 29th of April at 6:40 p.m.

1. Interviews for Recommendation to the Judge of the Warren

Interviewed Susan Conway for BZA appointment

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2. VFW

In response to Council's questions, Mr. Camp noted that the area was not planned for any commercial or industrial development

He stated that manufactured and tenant houses were restricted from the site, which included mobile homes

3. VFW SUP

In response to Council's questions, Mr. Camp explained that

It was planned in phases, would allow to see how well the operation may work

Camp noted that the full year had to occur before the second phase could be obtained

Councilman Tharpe noted that many had expressed interest in attending the flea market along the river

To answer future questions, Mr. Camp stated that Staff evaluated the options for emergency vehicles entering the site, as well as checking with the Fire Marshall to ensure his opinion on the safety of the site

Mr. Burke noted that to keep the playing level between flea markets and businesses

Draft ordinance changes to the peddler section will address most of the concerns that would be in direct competition with brick and mortar businesses

To respond to Vice Mayor Parker, Mr. Camp stated that there was no functional difference in the parking lot being zoned Agriculture and Industrial 1.

Mr. Tewalt added that the amount of meals tax taken in would increase at the site as well.

4. Ord for ENTERPRISE RATES

In response to Council's questions Mr. Burke noted that due to the extent of the changes, Staff had just finished the ordinance draft earlier in the day and it did include connection fees as well. He stated that the consultants determined that rates and connection fees should be raised at a similar percentage

REFUSE

Burke noted that regarding refuse revenue was not being realized

Darr asked if the Town should be in the commercial refuse business

Burke noted that Staff is examining the entire operation

Breeden noted that the uncollectibles on the books results in a higher rate uncollected for the Town

Tewalt noted that he had no problem with the small increase with refuse rates

TAP FEES

Councilman Tharpe opined that higher sewer and water taps were not going to bring builders to the community. Mr. Burke noted that to build new construction in Front Royal was comparable to other communities. Councilman Tewalt stated that he was not pleased with the increase as presented for connection fees and he requested a surrounding area comparison.

Vice Mayor Parker asked about having Burton & Associates return to re-examine the rates and perhaps the lower amounts if at all possible

Burke stated that could be done, at a cost

Mayor Darr noted that all communities were suffering related to the Chesapeake Bay Act

Burke stated that DEQ is examining future regulations that are quite outlandish

Mayor Darr suggested lowering the rates for the smallest two connection fees shown if possible. He noted that the model is shown for the residents of the community

Councilman Tewalt suggested another worksession on the matter once the information from other communities

Breeden noted the annual difference of how it would affect an individual and also a family – which included water, sewer and refuse increases.

Darr suggested that the should Council wish, we could advertise and then reduce the amounts if need be with a motion prepared and ready for amending.

5. Budget Overview

BURKE presented ppt to council here

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TMgr – increase in travel & education

Admin asst – taking courses towards grant writing training

Town Atty - \$5,000 being put in for rotary file system

IT BUDGET – would like to bring the part time IT individual on Full Time

Two payments for the dispatch software shown versus one payment

Hrbek – some type of application – for checking your bills or

IT crew looking at Beta app being looked at to examine tourism type app for the Town for tour of Front Royal type app

Breeden – looking at RFP for billing software to be more user friendly if possible

FINANCE – 10,000 increase – reclassified Staff members last year

Uniforms noted – would like sweater for Staff with the Town logo

Tewalt noted he is seeing that the Town is apparently providing tshirts, pants, coats, sweaters and shoes – unsure of why all types of people with a Town logo'd shirt is necessary

Burke – for DES – the majority just receive yellow jackets

Tewalt – against the jackets with Town logo jackets, except for the Police Department

Tharpe – would like the workforce to look the same

PLANNING

Professional Services increase of \$5,000 was in case there was any outsourcing of meeting the demand for extra help they may need

Camp noted that they placed the amount in there for Furniture & Fixtures in case they needed a new chair or two

Camp stated that it would take about \$4,000 for BZA Member training – estimate; Council noted that it could come from Professional Services into the line item

Tewalt - \$2,500 – Planning Commission training

EDA -

Tewalt stated that the Town is still paying certain amounts according to the Fair Funding Formula.

Breeden noted that the amounts were parts of roads and property/debt service from earlier years and she had requested a schedule from Ms. McDonald from EDA

COUNCIL DISCUSSION & GOALS

Hrbek asked about Happy Creek bridge flip down/up sign – VDOT is working on the sign

Tewalt – needs to be closed into the Town

SAYRE – asked about having advertising odd elections in November

MAYR asked about whether we'd have to vote on what is currently out there

Burke – noted that they would have to advertise for public hearing and council would have to postpone the current even year version and then have a joint vote on either item

TEWALT – would this be the 1½ year extension – yes per Sayre

Darr – had the public hearing – had one reading on the other one – we should be vote the other one up or down

We have to advertise either way

Sayre- could advertise – have a public hearing – allow a vote on both items for up and down to settle the matter

Parker asked Napier – can we pass an ordinance that won't go into effect until 2015

Napier noted that Council could do so

Napier – statute says that Council can change the election from May to November no term shall be shortened in implementing the change to the November election date (according to C)

Vice Mayor Parker noted that the moving forward on the change presented was ridiculous and embarrassing

BURKE & NAPIER: If we pass Monday night with then we are with what is passed on Monday – PERIOD, unless there is a Charter change.

HOLD OFF ON ADVERTISING Sayre's request at this time

7. CLOSED MEETING – 1) Property Acquisition and 2) Consultation with Legal Counsel Specific to Annexation

Motion to Go Into Closed Meeting

Vice Mayor Parker moved, seconded by Councilman Hrbek, that Council convene and go into Closed Meeting for the purpose of 1) discussion or consideration of the acquisition of real property for a public purpose or the disposition of publicly held real property for a public purpose o

Motion to Certify Closed Meeting at its Conclusion

Vice Mayor Parker moved, seconded by Councilman Tharpe 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 Action 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.

Present: Mayor Timothy W. Darr, Vice Mayor N. Shae Parker, Councilman Bret W. Hrbek, Councilman Hollis L. Tharpe, Councilman Daryl W. Funk, Councilman Eugene R. Tewalt, Councilman Thomas H. Sayre, Town Manager Stephen Burke, Clerk of Council Jennifer Berry, Douglas Napier, Chief of Police Shiflett, Director of Finance Kim Gilkey-Breeden, Director of IT Todd Jones, Director of Energy Resources Waltz, Director of Tourism Tim Smith, members of the media and the public.