

The regular meeting of the Town Council of the Town of Front Royal, Virginia was held on February 22, 2016, in the Warren County Government Center’s Board Meeting Room. Mayor Darr 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 Timothy W. Darr  
Councilman John P. Connolly  
Councilman Bébhinn C. Egger  
Councilman Bret W. Hrbek  
Councilman Jacob L. Meza  
Councilman Eugene R. Tewalt  
Vice Mayor Hollis L. Tharpe  
Town Attorney Douglas W. Napier  
Town Manager Steven M. Burke, P.E.  
Clerk of Council Jennifer E. Berry, CMC

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

*Councilman Tewalt moved, seconded by Councilman Egger that Council approve the Regular Council Meeting minutes of January 25, 2016 as presented.*

Vote: Yes – Connolly, Egger, Hrbek, Meza, Tewalt and Tharpe  
No – N/A  
Abstain – N/A  
Absent – N/A  
(Mayor Darr did not vote as there was no tie to require his vote)

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**RECEIPT OF PETITIONS OR CORRESPONDENCE FROM THE PUBLIC**

Pat Moore of Legal Shield, noted that she handles employee benefits and would like to offer said benefits to the Town of Front Royal employees. She stated that her company, Legal Shield, handles matters, including identity theft, at no cost to the Town, and she would like to offer the information to the employees of the Town. Mayor Darr noted that the information packets can be presented to the Clerk of Council in order to be turned over to Town Staff.

Mike McCool, of 15 W. 8<sup>th</sup> Street, noted that at the last worksession the cost of the new Police Department was discussed, and he opined that if the budget for the new structure is \$4 million then Council should stay at that amount. Mr. McCool added that the Town should not follow Warren County’s lead with excessive buildings, but rather stay within the proposed amount. He noted that Council should also realize that it is always cheaper to build a two story building, rather than a larger one story building. He reiterated that the architects should not be looking to build an \$8 million building. Mr. McCool asked the Town Council to not waste so much money on a structure, as it was excessive. He added that he does appreciate the good work that the Town is doing in other areas.

Craig Laird, of FRIBA, noted that he also had three businesses in Town, and he stated that there would a closed meeting this evening to discuss the choice of a Community Development hire. He stated that FRIBA would like to voice that they would like to make sure that the right individual was obtained, and that if Council was not certain that the correct person was being chosen, then FRIBA would encourage Council to wait. Mr. Laird noted that hiring someone that is local should not be of paramount importance, adding that someone that is at least regional

should be considered. He stated that FRIBA would support whomever is chosen in the Community Development position.

**REPORT OF THE MAYOR, COUNCIL & STAFF**

Town Manager Steve Burke noted that:

- Our Department of Energy Services offices will be closed Tuesday, February 23<sup>rd</sup> so that staff can move most of their operations to their new office located at 1101 Manassas Avenue. The 520A East 6<sup>th</sup> Street building will continue to be used for some staff operations until the second building on Manassas Avenue is completed. The contact phone number for our Energy Services Department remains (540) 635-3027. We will schedule a ribbon cutting for the new site upon completion of the second building.
- We invite our business owners and operators to the Town's Business Forum this Wednesday February 24<sup>th</sup> at 6:00 pm in Council Chambers at the Town's Administration Building. Discussion topics will include upcoming Town sponsored events, the CDBG Downtown Revitalization project, the Citizens Academy, and Council's recent retreat.
- The Town has been notified by VDOT's contractor that they plan to begin the demolition of the old South Fork Bridge on Monday, February 29<sup>th</sup>. Demolition will not include explosive, but will be by mechanical means.
- River Drive will be closed from 8:30 am until 3:00 pm intermittently between South Shenandoah Avenue and Kerfoot Avenue for the installation of a new sewer main. Please be aware of this work as you travel through this area.
- The Town has recently addressed the topping of Town owned trees in the Right-of-Way by a private resident. As a result, the Urban Forestry Advisory Commission has developed a brochure on the proper maintenance of trees that can be found on the Town's website. If you have questions about tree maintenance or if a tree is located within the Town's Right-of-Way, please contact our Department of Environmental Services at (540) 635-7819.
- The Town has also published our 2015 Year In Review. This document includes a number of the project completed and advanced last year to make our community a better place to live, work and play.
- To assist visitors to the Administration Building, we are having an information kiosk installed in the entry to inform citizens of Town related meetings each and provide the location of these meetings.

Kim Gilkey-Breeden, Town's Finance Department Director, stated that the monthly reports were submitted and the Town revenues were trending in line with where they should be. She stated that the GFOA will be reviewing the Town's report and provide a response in the coming months. Mrs. Breeden noted that about \$35,000 in bills were coming in from old debt set offs and the program was doing well.

Jennifer McDonald, Executive Director of the Economic Development Authority, stated that the EDA's work with Pennoni and VDOT regarding revenue sharing continues. She noted that the FMC lot sale process is being reviewed in order to streamline matters to break ground quicker on prospects for the site. Mrs. McDonald thanked Connie Potter and Jeremy Camp of the Town Planning & Zoning Office for their assistance with information being sent to the EDA regarding new businesses in the community. She noted that with their help, 167 welcome packets had been sent out to prospects and area businesses. Mrs. McDonald stated that \$1.7 million in loans had

been granted to local businesses and they look forward to other funding in order to assist area local businesses.

County Administrator, Doug Stanley, presented the following report to Council:

**FY 2016-2017 Budget** – The Board met with County Departments to hear their budget requests on February 9th. The Board has a public hearing scheduled for tonight's meeting to get general input from the public on the budget. The Board will meet with the School Board on February 23rd to finalize expenditure requests. Employee Health Insurance – As discussed at the budget work session on February 9th, the County has advertised a request for proposals (RFP) for employee health and dental insurance. Proposals are due on March 15th. Once received, the proposals will be reviewed and a recommendation made to the Board. Staff may recommend the creation of a review committee to review the proposals if we receive more than one competitive offer. The County needs to make a selection to allow adequate time for open enrollment late May/early June.

**Community Development**

Development Review Committee – The Development Review Committee met on January 27th. The Committee discussed projects in the County including: a proposed retreat center, Valley Health Urgent Care, and Interchange Phase II Warehouse. The Committee also discussed Town projects including: Commonwealth Assisted Living, New Hope Church, VFW Post #1860, and IT Federal. The Committee will meet again on February 24th.

FY 2016-2017 Capital Improvement Plan – The Planning Commission will hold a public hearing on the proposed FY 2016-2017 Capital Improvement Plan at its meeting on March 9, 2016. A copy of the draft plan is available for review on the County website under resources.

**Project Updates**

**Leach Run Parkway** – Branch Highways started work on the project on November 23rd. They have continued working on clearing and grubbing the roadway. One of the main issues that they are working to address is the completion of stormwater management measures/structures for the project. The County Building Inspections staff continues to work with Branch and Shockey from the middle school project to address stormwater management issues due to the wet weather. The contract completion date is on or before November 17, 2016.

**2nd Middle School** – Recent snowfall has slowed progress on the site. The contractor is continuing to work on foundation/footers and installation of stormwater measures. The project is approximately 12% complete with 50% of the building footers having been poured. The school should be open for the 2017-2018 school year.

**South Fork Bridge** –VDOT and the project contractor switched the southbound traffic onto the new bridge on Tuesday, February 4, 2016. The contractor is working with the various utility companies to remove existing utility lines in order to begin demolition of the old span.

**VDOT/Totten Lane Turn Lane Project** – VDOT staff has indicated that necessary power poles have been relocated to allow the project to move forward to construction.

**Skyline Soccerplex** – The County completed the hauling of topsoil from the Middle School project site to the Soccerplex for the construction of the final field. County staff will grade the field and start to work on installation of underground irrigation in the coming weeks as the weather allows. We anticipate the project being

completed by the start of the spring season, with this fields in playing condition by fall 2016.

**Warren County Courthouse** – Court Holding – The Notice-to-Proceed for the Court Holding project has been issued. We anticipate that the project will be completed by June 30, 2016.

**Eastham Trail/Phase III** – Kickin’ Asphalt has mobilized for the project. The contractor started work last week with the removal of guardrail and signs in the project footprint. It is anticipated that the project will be completed by April 1, 2016.

**Thompson Kiss-and-Ride** – Clearing and grubbing of the site has been completed. We will wait until the spring to complete grading and placement of stone for the bus turnaround and parking lot.

Project	Ad/Bid Date	Cost	Estimated Completion Date	Status
FRWC Airport Obstruction Removal	Summer 2016	Unavailable	Fall 2016	Under Design
South Fork Bridge	9/2013	\$74,700,000	Fall 2017	Under Construction
Morgan Ford Bridge	12/2016	\$9,713,152	Spring 2018	Spring Construction Start
Guardrail Projects	N/A	\$142,140	Winter 2016	Under Construction
Park-n-Ride Signal Installation	N/A	\$400,000	Winter 2016	Under Construction
Leach Run Parkway	6/2015	\$10,648,083	Fall 2016	Under Construction
Health and Human Services Complex – Renovation	Summer 2014	\$3,988,000	Winter 2015	Punch List
Health and Human Services Complex – Parking Lot	Spring 2014	\$1,178,000	Fall 2015	Completed
Court Holding Renovation	Summer	Unavailable	Spring 2016	NTP Issued
2 <sup>nd</sup> Warren County Middle School	Winter 2015	\$44,100,000	Summer 2017	Under Construction
Freezeland Road Kiss-n-Ride	Fall 2014	Unavailable	Winter 2016	Under Construction
Shenandoah Farms Boat Landing	N/A	\$75,000	Spring 2016	Winter Construction

Councilman Connolly stated that regarding the cost of the Police Department, it was a good idea to look at the options presented and that all should be mindful that Town Staff recommended that there be no increase to the current tax rate. Mr. Connolly added that he was hopeful that there would not be any increase to taxes.

Mayor Darr presented Josiah Menkin, of Branch Highways, who gave an update on Leach Run Parkway. Mr. Menkin noted that they had been working through many aspects of wet weather and dealing with storm water management. He added that they had encountered road block with the weather though they hope to hit the ground running once spring and summer weather arrived. Mr. Menkin stated that they would be very receptive to any concerns the Town may have, just contact them any time.

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

**CONSENT AGENDA**

- A. COUNCIL APPROVAL – Funding for *Battle of Front Royal* Event
- B. COUNCIL APPROVAL – Resolution of Support for Town Citizens Academy
- C. COUNCIL APPROVAL – Bid for (2) Dump Bodies with Hoists
- D. COUNCIL APPROVAL – Bid for Waterline Upgrade along Kerfoot Avenue
- E. COUNCIL APPROVAL – Proposal for Point Repairs to Sewer Lines

*Councilman Tewalt moved, seconded by Vice Mayor Tharpe, that Council adopt the Consent Agenda as presented.*

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

**PUBLIC HEARING – An Ordinance to Amend Town Code Chapters 98 and 138 Pertaining to Food Trucks and Itinerant Merchandising (1st Reading)**

**Summary: Council is requested to affirm on its first reading an ordinance to amend Front Royal Town Code Chapter 98 (Business, Professional and Occupational Licensing) and Chapter 138 (Solicitors and Vendors) to provide expanded use of food trucks and itinerant merchandising in the Town of Front Royal, as presented. If approved, individuals seeking to conduct sales regulated by the Town Code would be required to obtain a permit through the Town Manager’s Office prior to conducting sales. In addition, individuals would need to pay the appropriate business license fees and have a site approved by the Front Royal Planning Commission for itinerant merchandising.**

Mayor Darr opened the public hearing.

Craig Laird, of FRIBA and area businesses, noted that he was in favor of the ordinance. He stated that the Town needed to look at how other localities handle their ordinance though. Mr. Laird noted that he had heard rumors that food trucks may not wish to come here because of the restrictions. He added that he had emailed the Town Manager and Mr. Burke had provided him some requested figures. Mr. Laird stated that Shenandoah County, for example, does not charge anything, and that there was a popular area donut company that is not coming to Front Royal because of the cost of doing business in our community.

Mr. Laird noted that \$500 in the ordinance for Front Royal may be too high and perhaps the \$250 number for Winchester is more of an ideal range that Front Royal needs to look at. Mr. Laird stated that IT Federal is just one potential site where food trucks may excel and the Town needed to make it easy for and fair to bring these food trucks to town.

George McIntyre, of 457 Milldale Road, noted that his family was placing a food truck on the road soon and they were concerned with Front Royal's attitude towards the trucks. He stated that another business owner had stated that someone purchased a permit for her food trailer for \$500 and she must now move it every week due to the regulations, which concerned him. Mr. McIntyre noted that the process needed to be easy and fair, as it would stimulate interest in the community.

As no one else came forward to speak, the public hearing was closed.

*Councilman Connolly moved, seconded by Councilman Egger that Council affirm on its first reading an ordinance to amend Front Royal Town Code Chapter 98 (Business, Professional and Occupational Licensing) and Chapter 138 (Solicitors and Vendors) to provide expanded use of food trucks and itinerant merchandising in the Town of Front Royal, as presented and effective upon final passage.*

Councilman Egger noted that she had inquired about a lower fee for the licensing, as \$500 was slightly high. She asked about paying based on their sales, adding that it was her hope to make the process fair for brick and mortar businesses and requested more information at the next worksession

Councilman Connolly noted that he was comfortable moving forward and perhaps lowering the fee in the future, if it needed to be done.

Councilman Hrbek asked if the food trucks would be passing through the meals tax. Mr. Burke stated that they would. Mr. Hrbek asked about personal property taxes collected. He noted that should they not see an influx with food trucks with a \$500 rate.

At Council's request, Mr. Burke reviewed the process, stating that truck owners would begin with the food truck, identify where they would locate, verify issues with Planning & Zoning, and then go through the Police Department for the background check. Councilman Hrbek asked if all communities would require a background check.

Councilman Hrbek asked if other businesses in Town had to obtain a background check. Mr. Burke noted that they did not. Mr. Hrbek stated that he would like more discussion and information on the need for this extra step for the food trucks.

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

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**PUBLIC HEARING – An Ordinance to Amend Town Code Chapter 167 (Weapons) to add Urban Archery Hunting to replace the Deer Management Plan under grant adopted by Virginia Board of game and Inland Fisheries and Town Council (1st Reading)**

**Summary: Council is requested to affirm on its first reading an ordinance to amend Front Royal Town Code Chapter 167 (Weapons) to add Urban Archery Hunting to replace the Deer Management Plan under grant adopted by Virginia Board of Games and Inland Fisheries and Town Council, as presented.**

Mayor Darr opened the public hearing.

Town Attorney Napier introduced Officer Alberto Medina of the US Game & Inland Fisheries. Officer Medina noted the following suggestions to Council:

- 167-2.A.1. Remove the clause referencing Code of VA 29.1-529 and add a new item (#5) stating an exception for kill permits; e.g., “Taking of deer under a kill permit pursuant to Code of Virginia § 29.1-529.”
- 167-4.A.5. Remove the following clause: “for use during the Town’s Urban Archery Season.” This addresses enforceability and is consistent with ordinances established by other localities.
- 167-6.B. Although acreage minimums are not necessary from a safety standpoint, perceived safety concerns might be addressed by your current wording. Relative to acreage restrictions in some other localities, ½ ac is not overly prohibitive.
- 167-6.C. **If** you plan to allow hunting on Town property, you may want to remove “public land” from this section. Or separate public land from public place. Other localities have addressed this by requiring permits for hunting such properties.
- 167-6.D. Leave as is. Any changes might be less enforceable and more complex.
- 167-6.E. Remove this section. As written, this section might provide a means for a neighbor to impede lawful hunting and use of one’s property. Other restrictions already address potential safety concerns relative to dwellings (e.g., 167-6.C).
- 167-6.F. Add an exception for discharge for school-sanctioned activities (e.g., gym class, National Archery in the Schools Program).
- 167-6.H. Leave as is. This should not be a big burden for a hunter, and moving deer to an appropriate field dressing spot is a common courtesy.
- 167-7.A and C. Although the Town can establish ordinances to the maximum extent, these violations would appear to be more on the level of Class 3 misdemeanor.
- In addition, it might be beneficial for the Town to develop a standard response to hunters seeking permission to retrieve carcasses from Town property.

Mr. Napier noted that the suggested changes would not require re-advertising, as the restrictions would be lessening the requirement to the public.

As no one else came forward to speak, the public hearing was closed.

*Councilman Tewalt moved, seconded by Councilman Egger, moved to postpone the item until March 14<sup>th</sup>.*

Vote: Yes – Connolly, Egger, Hrbek, Meza, Tewalt and Tharpe  
No – N/A  
Abstain – N/A  
Absent – N/A  
(Mayor Darr did not vote as there was no tie to require his vote)

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**COUNCIL APPROVAL – Write Off for Bad Debt**

**Summary: Council is requested to approve the removal of seven years or older of outstanding accounts receivable (bad debts) on the Town’s ledger in the amount of \$225,318.29 from enterprise and general fund liability accounts. This value include six miscellaneous billings and 419 utility accounts. All recourse of attempting to collect these amounts has been completed.**

*Councilman Tewalt moved, seconded by Councilman Connolly that the Town Council approve the removal of seven years or older of outstanding accounts receivable (bad debts) on the Town’s ledger in the amount of \$225,318.29 from enterprise and general fund liability accounts, as presented.*

Councilman Tewalt noted that the Town must remove the debt in order to move forward with the matter as suggested by the Town’s auditors. He added that work towards obtaining the funds in the future continues, including funds from tax returns. Councilman Connolly noted that Town Staff had attempted all avenues in order to recover these amounts.

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

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**COUNCIL APPOINTMENT – Northern Shenandoah Valley Regional Commission (NSVRC) Elected Representative**

**Summary: Council is requested to appoint an elected representative to serve on the Northern Shenandoah Valley Regional Commission (NSVRC) to fill an unexpired term, said term expires December 31, 2016. Former Councilman Daryl Funk held this term until he was elected as Clerk of Court.**

*Councilman Connolly moved, seconded by Councilman Egger that Council appoint Councilman Bret Hrbek as the elected representative to serve on the Northern Shenandoah Valley Regional Commission (NSVRC) to an un-expired term, said term ending December 31, 2016.*

Vote: Yes – Connolly, Egger, Hrbek, Meza, Tewalt and Tharpe  
No – N/A  
Abstain – N/A  
Absent – N/A

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

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**COUNCIL APPROVAL – Resolution for Police Headquarters Design**

**Summary: Council is requested to approve a Resolution for the new police headquarters design that will provide them the necessary space for their operations for the next 25 years, as presented.**

*Councilman Hrbek moved, seconded by Councilman Connolly that Council approve a Resolution for the new police headquarters design that will provide them the necessary space for their operations for the next 25 years, as presented.*

Councilman Tewalt noted that further numbers had been requested previously, and he just received the numbers this evening. He suggested taking the matter back to worksession to determine how to pay for such a building. Mr. Tewalt reiterated his concern with where the funds would come from.

*Councilman Tewalt moved, seconded by Councilman Egger, to postpone the matter until further discussion at the next worksession.*

Councilman Hrbek stated that he opposed the postponement. He noted that the resolution does not involve any commitment from Council at this point. He added that it was very important to look into the future and understand that if the estimate was \$6 million and the Town is planning for up to 2040, then most likely it could be almost \$9 million with any delay. Councilman Hrbek stated that was only going by the 2.5% construction increase, and that was a modest number. He stated that this County had a history of building schools and then immediately adding trailers because they only build for what is needed *now*. He asked Council to build for the future of the community.

Councilman Hrbek stressed that there were ideas coming that would allow Town Council to move forward without raising taxes and he encouraged Council to begin now rather than raising taxes. He noted that the Town has been renting a building now for \$5,000 a month and we have the Department spread out over two buildings, which was not feasible.

Councilman Tewalt stated that he needed concrete numbers and he needed to know where the funds would come from.

Councilman Connolly stated that the Town is growing and we expect it to continue to grow and we expect new businesses and new workers to arrive. He added that with new population it will place a new weight on the Department.

Councilman Egger stated that the Town needed to keep in mind what the question was: a budget request from a department. She noted that they were the Town's purse holders. She stated that they had decided to spend \$5.5 million, though the building cost came in more and she had originally been against building a new structure from the beginning. Councilman Egger noted that she needed to know where the amount was coming from.

Councilman Meza stated that the Town Council was not saying that they were spending the money at this point, they were saying that the approval this evening was to go forward with the 2040 build and then determine the funding at a later time. Mayor Darr stated that was correct. Ms. Egger and Mr. Tewalt voiced that it was premature to vote for the resolution without knowing where the funding would come from.

Vote: Yes – Egger and Tewalt  
No – Connolly, Hrbek, Meza and Tharpe  
Abstain – N/A  
Absent – N/A  
(Mayor Darr did not vote as there was no tie to require his vote)  
(By Roll Call; to Postpone; MOTION TO POSTPONE FAILED)

Vote: Yes – Connolly, Hrbek, Meza and Tharpe  
No – Egger and Tewalt  
Abstain – N/A  
Absent – N/A  
(Mayor Darr did not vote as there was no tie to require his vote)  
(By Roll Call; Original Motion for Resolution)

**⌘ Resolution For Police Headquarters Design ⌘**

**WHEREAS**, the Town of Front Royal recognizes the urgent need to design and construct a new headquarters for our Police Department that will provide them the necessary space for their operations for the next twenty-five years; and,

**WHEREAS**, the Town has purchased property at the corner of Monroe Avenue and Kendrick Lane for construction of the Police Headquarters; and,

**WHEREAS**, the Town has retained Moseley Architects to determine the space requirements for the Police Headquarters and design the building; and,

**WHEREAS**, Moseley Architects has evaluated the space need for the Police Department currently and for a twenty-five year horizon; and,

**WHEREAS**, Moseley Architects has developed costs for building footprints to meet current and twenty-five year horizons with total project costs estimates of \$6,000,000 and \$8,000,000, respectively; and,

**WHEREAS**, the Town needs to provide direction to the architect to complete plans for the appropriate building footprint;

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Town of Front Royal, Virginia hereby direct staff to pursue the design and construction of the full twenty-five year build out of the site for the Police Headquarters; and,

**BE IT FURTHER RESOLVED** that the Mayor and Council of the Town of Front Royal, Virginia hereby direct to identify the approved funding solution for the full twenty-five year build out design.

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**CLOSED MEETING – (1) Consultation with Legal Counsel; Investment of Public**

**Funds and (2) Community Development Director Discussion**

*Councilman Connolly moved, seconded by Councilman Egger that Council convene and go into Closed Meeting (1) with a representative of the Front Royal-Warren County Economic Development Authority for the following purposes: To discuss proposed funding and investing mechanisms for one or more joint investment projects and programs between the Town, the EDA, and one or more corporations, which projects and programs will include: (a) the discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected, pursuant to Section 2.2-3711. A. 6. of the Code of Virginia, and (b) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711. A. 7. of the Code of Virginia; **AND (2)** pursuant to Va. Code Section 2.2-3711. A.1. of the Freedom of Information Act, Town Council to discuss, consider, and interview prospective candidates for appointment to the position of Community Development Director of the Town of Front Royal.*

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

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*Councilman Connolly moved, seconded by Councilman Tewalt that Town 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.*

Vote: Yes – Connolly, Darr, Egger, Hrbek, Meza, Tewalt and Tharpe  
No – N/A  
Abstain – N/A  
Absent – N/A  
(By Roll Call)

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There being no further business, the Mayor declared the meeting adjourned at 9:15 p.m.

APPROVED:

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Jennifer E. Berry  
Clerk of Council