

The regular meeting of the Town Council of the Town of Front Royal, Virginia was held on June 13, 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 moved that Council approve the Regular Council Meeting minutes of May 23, 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**

Anthony D’Andrea, of 328 Oakridge Court, noted that he had a petition of 102 residents asking that the gazebo cameras not be reinstalled as it was an unwarranted surveillance system. He explained that the petition in no way was intended to undermine anything that the Police Officers of the Town do, and he added that the community is indebted to the work performed by law enforcement. Mayor Darr asked that the Clerk make copies of the petition for Council.

Roger Keys, of 1454 Lakeview Drive, stated that removing the cameras at the gazebo was a huge mistake in his opinion. He noted that with the stated of the world today and the violence that occurs, the cameras should be in place at the gazebo. Mr. Keys added that when individuals step into public there should be little expectation of privacy. He noted that when walking on public grounds there should be no expectation of privacy and that was not violating any constitutional right. Mr. Keys stated that he had spoken with Main Street businesses and dozens of residents and he had yet to hear one that agrees with the vote to remove the cameras.

Mike McCool, of 125 W. 8th Street, expressed his concerns that the fat had not been cut out of the Town's budget. He added that the Town Council had rushed the budget process this year. Mr. McCool stated that the Town of Front Royal should be first in all aspects, and that the Front Royal Government needs to do more with less. He added that Council is to be good stewards of the Town’s money and he asked that the Town purchase their products locally as much as possible. Mr. McCool noted that he is considering a “Love It or Leave It” campaign; noting that if individuals did not care for the community then they should move.

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

Town Manager Steve Burke noted that:

- Everyone is invited this Thursday to the LEGO Movie at the downtown Gazebo;
- The Town's Guard Hill water tank repairs would continue and this may cause reduced water pressure to some in the area, so be advised;
- The continued installation of a water line along Kerfoot Avenue is ongoing;
- The Town street line painting continues throughout Town;
- All Town business owners are invited to the next Business Forum which will be held on June 23rd at the Main Street Administration Building;
- Town has established an internet purchase and exchange location in the Town's Police Department parking lot.

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

**Community Development**

***Development Review Committee*** – The Development Review Committee met on May 25<sup>th</sup>. The Committee discussed projects in the County including: proposed expansions at Christendom College, a proposed private school expansion, a proposed bulk natural gas storage facility, and a solar energy project. The Committee also discussed Town projects including: Rural King locating in the old K-Mart building, a proposed brewery on Main Street, and the Leach Run Parkway project. The Committee will meet again on June 22<sup>nd</sup>.

***EnerGov Software*** – Onsite meeting was held May 16<sup>th</sup> and 17<sup>th</sup>, but our third day was cut due to a tragic issue that required EnerGov staff to leave abruptly. The last (third) day of our onsite session was held June 8<sup>th</sup>, but no real progress was made in part to the delay that took place. We have scheduled some further discussions with EnerGov this week to develop a path forward to achieve a Go-Live date. All sides are wishing to bring this to a quick and successful completion very soon.

***FY 2016-2017 Capital Improvement Plan*** – The Board of Supervisors held a public hearing on the proposed FY 2016-2017 Capital Improvement Plan at its meeting on May 17, 2016 and tabled action to re-evaluate the project priorities. At its work session on June 7<sup>th</sup>, the Board agreed to move the Rivermont Fire Station replacement up from the #6 priority to the #4 priority. The Board will consider final approval of the plan at its meeting on June 21<sup>st</sup>.

**Project Updates**

2<sup>nd</sup> Middle School – Like the Leach Run project, the recent wet weather has slowed progress on the middle school project. The good news is that they have started to set steel the first week of June. It is hoped that the contractor can make up some time by working on Saturdays as the weather permits.

***Ressie Jeffries Elementary School*** – The site plan for the proposed parking lot improvements was approved by the Town Planning Commission's on May 18<sup>th</sup>. Both the addition/roof replacement project and the parking lot project are out to bid, with bids due on June 17<sup>th</sup> for the addition/roof replacement and June 30<sup>th</sup> for the parking lot.

Comcast Reliance Road Service Extension – Comcast has indicated that they have run into a couple delays but should complete with the project to extend cable/internet service up the Reliance Road corridor by early June. As of May 27<sup>th</sup> the project is 92% complete.

***VDOT/Oregon Hollow Rural Rustic Project*** – VDOT staff have completed the placement of stone for the project. The final step will involve putting down a tar-and-chip surface. The project will be completed by August 1<sup>st</sup>.

***VDOT/Totten Lane Turnlane Project*** – VDOT has indicated that the project will be put out to bid on June 28<sup>th</sup>. The project should be completed by December 1<sup>st</sup>.

***VDOT/Myers Drive Recreational Access Project*** – VDOT staff have completed pipe installation for the upgrade of Myers Drive/Farms Riverview Road to the new boat landing. Once grading work is completed on Oregon Hollow, VDOT crews will move to this project. The project will be completed by September 1<sup>st</sup>.

**Warren County Courthouse** – Court Holding – Lantz Construction of Winchester is nearing completion on the renovation of the former jail to court holding cells. We anticipate that the project will be completed by June 30, 2016.

***Eastham Trail/Phase III***– Kickin' Asphalt is nearing completion on the project. The contractor recently replaced the guardrail along Route 340. The final work will include installing the pedestrian crossing signals at Criser Road and Skyline Vista Drive. It is anticipated that the project will be completed by June 30, 2016 weather permitting.

***Shenandoah Farms Boat Landing*** – The County has started work on the project. GEI Construction has cleared and grubbed the site, brought the site to grade, and will be placing stone on the parking lot this week. County staff is working on the installation of the boat ramp. Construction on the project should be completed in the next two weeks.

**Thompson Kiss-and-Ride** – Clearing and grubbing of the site has been completed. CenturyLink has completed utility relocation which will allow completion of grading and placement of stone for the bus turnaround and parking lot. It is our intent to have the facility operational in time for the start of school in August.

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	Under Construction
Guardrail Projects	N/A	\$142,140	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	Completed – Awaiting Final Punch List Completion
Court Holding Renovation	Summer	\$224,864	Spring 2016	Under Construction
Totten Lane – Turn lane Project	Summer 2016	Unavailable	Fall 2016	Bid 6/28/2016
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
Eastham Trail – Phase III	Fall 2015	\$377,447	Spring 2016	Under Construction
Shenandoah Farms Boat Landing	N/A	\$75,000	Spring 2016	Under Construction

Councilman Hrbek thanked the County Staff for their work on the trail work, noting that everything looks great. He stated that he looked forward to the Town connecting to the trail.

Councilman Hrbek noted that at the Development Review Committee a Solar Energy Project was discussed. He commented that the solar project was not the Town's project, correct. Mr. Stanley stated that it was not, but rather another company wishing to offset their costs.

Councilman Hrbek thanked the Police Department for their work towards bringing the Internet Exchange parking spot to the community, he noted that the comments and appreciation for the installation have been great.

Mayor Darr stated that Relay for Life was held last weekend and he thought it was a well put on event held annually for all in the community.

Mayor Darr stated that he was overwhelmed by those attendance at the movies downtown last week and it was a great event for families in the area.

Mayor Darr asked everyone to continue to watch out for our children through the community through the summertime as we travel the roadways, as many are walking and biking through the Town.

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

*Councilman Connolly moved, seconded by Vice Mayor Tharpe, to remove Item 17 – Massie Street - from the Council agenda.*

Councilman Connolly noted that other measures need to be looked into to remedy the issue, though the matter needs to be addressed.

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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**CONSENT AGENDA**

- A. COUNCIL APPROVAL – Request to Use Trolley – Humane Society of Warren County
- B. COUNCIL APPROVAL – Resolution for Application for Main Street Extension
- C. COUNCIL APPROVAL – Resolution for Town Employee Appreciation Week

*Councilman Tewalt moved, seconded by Councilman Egger that Council adopt the Consent Agenda as presented 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)

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**PUBLIC HEARING – Ordinance to Amend Town Code Section 158-6**  
**Pertaining to Adoption by Reference of the State Motor Vehicular Laws (1st Reading)**

**Summary: Council is requested to affirm on its first reading an ordinance to amend Section 158-6 of the Front Royal Town Code pertaining to Adoption by Reference of the State Motor Vehicular Laws. Annually, Towns must re-adopt this section of the Town Code that legally allows the Town to incorporate all the changes to the State Code traffic laws that have been made during the year.**

Mayor Darr opened the public hearing. As no one came forward to speak, the public hearing was closed.

*Councilman Connolly moved, seconded by Vice Mayor Tharpe that Council affirm on its first reading an ordinance to amend Section 158-6 of the Front Royal Town Code pertaining to Adoption by Reference of the State Motor Vehicular Laws, 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)

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**PUBLIC HEARING – Ordinance to Amend Town Code Sections 160-10 and 160-11 pertaining to Licensing of Vehicles (1st Reading)**

**Summary: Council is requested to affirm on its first reading an ordinance to amend Sections 160-10 [Prohibitions] and 160-11 [Violations and Penalties] pertaining to Licensing of Vehicles. If approved, these Town Code sections will be consistent with Section 46.2-752, Code of Virginia 1950, as amended, regarding local vehicle licensing requirements.**

Mayor Darr opened the public hearing. As no one came forward to speak, the public hearing was closed.

*Councilman Egger moved, seconded by Councilman Connolly moved that Council affirm on its first reading an ordinance to amend Sections 160-10 [Prohibitions] and 160-11 [Violations and Penalties] of Licensing of Vehicles, 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)

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**PUBLIC HEARING – Ordinance to Amend and Re-enact Town Code Section 12-5 pertaining to Police Department Fees for Minor Accident Reports (1st Reading)**

**Summary: Council is requested to affirm on its first reading an ordinance to amend and reenact Town Code Section 12-5 [Police Department Fees] to establish a \$5.00 fee for minor accident reports where damage is \$1,500.00 or less and no personal injury is involved and is less than five (5) pages, effective July 1, 2016. All other requested accident reports will continue to be referred to the Department of Motor Vehicles (DMV).**

Mayor Darr opened the public hearing. As no one came forward to speak, the public hearing was closed.

*Councilman Connolly moved, seconded by Vice Mayor Tharpe that Council affirm on its first reading an ordinance to amend and re-enact Town Code Section 12-5 [Police Department Fees], as proposed and effective July 1, 2016.*

Councilman Connolly noted that it has been discovered that the DMV is not covering the simpler reports and this will adjust the matter.

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 – Ordinance to Amend Town Code Section 75-44 pertaining to Delinquent Tax Lists and Mailing of Bills (1st Reading)**

**Summary: Council is requested to affirm on its first reading an ordinance to amend Town Code Section 75-44.A. [Delinquent Tax Lists – Mailing of bills; Due Dates; Penalty and Interest; Imposition of the Taxes and Rates]. If approved, this section of the Town Code will remove the wording of “Delinquent Tax Lists” and clarify that this Town Code Section pertains to the mailing of standard tax bills.**

Mayor Darr opened the public hearing. As no one came forward to speak, the public hearing was closed.

*Councilman Tewalt moved, seconded by Councilman Egger that Council affirm on its first reading an ordinance to amend Town Code Section 75-44.A. [Delinquent Tax Lists – Mailing of bills; Due Dates; Penalty and Interest; Imposition of the Taxes and Rates], 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)

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**COUNCIL APPROVAL – Ordinance Amendment to R-1A District (2nd Reading)**

**Summary: Council is requested to adopt on its second and final reading an ordinance to amend the R-1A District regulations that include Front Royal Town Code Sections 175-18.1 through 175-18.7, and the addition of Section 175-18.8. The amendment would add an optional set of performance standards known as “cluster development” standards.**

*Councilman Egger moved, seconded by Vice Mayor Tharpe that Council adopt on its second and final reading an ordinance to amend the R-1A District regulations that include Front Royal Town Code Section 175-18.1 through 175-18.7, and the addition of Section 175-18.8, as presented.*

Councilman Tewalt expressed his concern with the park wording within the ordinance, adding that he would not be voting for the ordinance.

Vote: Yes – Connolly, Egger, Hrbek, Meza and Tharpe  
No – Tewalt  
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 APPROVAL – Amendment to the Comprehensive Plan (2nd Reading)**

**Summary: Council is requested to adopt on its second and final reading a request submitted by Front Royal Limited Partnership (FRLP) to adopt a “Future Land Use Plan” as part of the Town’s Comprehensive Plan. The Plan is for FRLP’s 604-acre property that was annexed in 2014 and is currently zoned A-1. The “Future Land Use Plan” is the same as approved during the annexation of the property and is incorporated into the Voluntary Settlement Agreement as Exhibit A, and was approved by both the Town of Front Royal and the County of Warren.**

*Councilman Hrbek moved, seconded by Councilman Connolly that Council adopt on its second and final reading to adopt the “Future Land Use Plan” for Front Royal Limited Partnership (FRLP) 604-acre property annexed in 2014, as part of the Town’s Comprehensive Plan, as proposed.*

Councilman Connolly stated that this motion was to add it into the Comprehensive Plan, not making a long term decision on this property or for the Town.

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 APPROVAL – Ordinance Amendment to Increase Rates for Solid Waste Management Services (2nd Reading)**

**Summary: Council is requested to adopt on its second and final reading an ordinance to amend Front Royal Town Code Section 85-3 to increase rates for solid waste management services, effective July 1, 2016.**

*Councilman Connolly moved, seconded by Vice Mayor Tharpe that Council adopt on its second and final reading an ordinance to amend Front Royal Town Code Section 85-3 to increase rates for solid waste management services, as presented and effective July 1, 2016.*

Councilman Tewalt noted that the Town is theoretically having a raise in the rate.

Councilman Egger asked when the discussion about whether privatization of refuse service would be held. Mr. Burke noted that perhaps the first worksession in July Council would discuss possibly privatizing refuse. Councilman Tewalt asked about the potential change in the routes. Mr. Burke noted that all of the changes would be presented to Council when Staff returns to the worksession in July.

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)

**AN ORDINANCE TO AMEND AND RE-ENACT FRONT ROYAL TOWN CODE SECTION 85-3.A. PERTAINING TO REFUSE COLLECTION & CHARGES OF GARBAGE, RUBBISH, REFUSE & SOLID WASTE**

**WHEREAS**, the Town Charter and the Code of Virginia at Section 15.2-928, expressly authorizes the Town of Front Royal to regulate the collection of garbage and refuse, and to charge for the collection of these materials; and,

**WHEREAS**, the Town has reduced expenses to operate the Solid Waste Management Enterprise to the minimum necessary to continue servicing the Town’s customers; and,

**NOW, THEREFORE, BE IT ENACTED** by the Town Council of the Town of Front Royal, Virginia that Section 85-3.A. of the Front Royal Town Code is hereby amended and re-enacted as follows:

**85-3 COLLECTION CHARGES**

A. The owner or occupant of each residential unit, office, retail and wholesale business, church, public building, and any other building or unit, provided such structure is connected to the Town's water and sewer system, whether using or not, shall pay a charge to the Town for its collection of solid waste. The owners or occupants of such structures which are not so connected to the water and sewer system may request and pay for refuse collection services from the Town. The collection charge shall be ~~two hundred seventy seven and 00/100 dollars (\$277.00)~~ **three hundred and 00/100 dollars (\$300.00)** per month for every customer who requires twice weekly pickup service on an ~~eight (8) cubic yard~~ **larger than six (6) cubic yards**; and ~~two hundred twenty seven and 00/100 dollars (\$227.00)~~ **two hundred fifteen and 00/100 dollars (\$215.00)** per month for every customer who requires once weekly pickup service on an ~~eight (8) cubic yard~~ **a container larger than six (6) cubic yards; an additional monthly charge of fifty-eight and 00/100 dollars (\$58.00) for tipping fees per pickup of a commercial dumpster; twenty-six and 00/100 dollars (\$26.00) per month for each ninety-six (96) gallon container per commercial customer each week; thirteen and 75/100 dollars (\$13.75) fourteen and 10/100 dollars (\$14.10)** per month for each ninety-six (96) gallon container per customer each week; and ~~twelve and 00/100 (\$12.00) dollars per month for each thirty-two (32) gallon container per customer each week.~~

**This ordinance is effective July 1, 2016.**

**COUNCIL APPROVAL – Annual Appropriation Ordinance (1st Reading)**

Summary: Council is requested to affirm on its first reading the adoption of the Town’s Annual Appropriation Ordinances for FY2016-2017 Budget. Appropriations would be effective July 1, 2016 through June 30, 2017. At their May 23, 2016 Public Hearing, Council moved to postpone the first reading of the FY2016-2017 Budget to their next regularly scheduled meeting on June 13, 2016.

*Councilman Hrbek moved, seconded by Councilman Connolly that Council affirm on its first reading the Annual Appropriation Ordinance for the FY2016-2017 Budget.*

*Councilman Tewalt moved seconded by Councilman Egger that Council move to reduce 9602-47001 by \$55,000 and 9802-47001 by \$55,000 to remove acquisition of the mini excavator for the Water & Sewer Maintenance Division.*

Councilman Tewalt stated that it was cheaper to rent a mini excavator, rather than purchase one. Councilman Egger noted that Town Staff had provided adequate information in order to outweigh the purchase in her opinion. Councilman Hrbek stated that he would also oppose the amendment to remove the excavator, as Staff would most likely use the mini excavator more if it was in the Town's fleet. He gave the other example that a street lane would be able to remain open using the mini excavator in most cases, whereas with larger equipment they had noted the lane of traffic would need to be closed.

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

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*Councilman Tewalt moved seconded by Councilman Egger that Council move to reduce 4500-47001 by \$25,000 to \$13,600 to remove acquisition of the mill head which was acquired during the FY15-16 Budget.*

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

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*Councilman Tewalt moved seconded by Councilman Egger that Council move to change the \$1.00 per hour Cost of Living Adjustment to a one-time \$2,000 bonus to be paid in December.*

Councilman Tewalt noted that the Town cannot continue to sustain the budget for the amount as proposed, and the bonus would be preferred in his opinion, rather than an hourly rate.

Councilman Meza noted that he was in favor of a onetime bonus, as last year the Town did have an increase. He added that he had requested that the Town have a structured review of wages and a performance based bonus system and a developed, predictable system that worked consistently. He noted that having a consistent system that employees could count on years in advance would be preferred.

Councilman Hrbek noted that he was opposed to the amendment and with all due respect to Mr. Tewalt, the Town was not the Federal Government. He stated that the Town did not have a huge depression on the horizon to be fearful of and the Town needed to take care of their

employees and remain competitive. Councilman Hrbek explained that the proposal within the budget as written helps those on the lower end of the pay scale and assists with the employee’s retirement as well, whereas a bonus would not.

Councilman Egger stated that she was in favor of the amendment as presented by Councilman Tewalt, noting that she would like some definite numbers as suggested by Councilman Meza’s outside salary survey. She added that that Town needs to determine if they are comparable and competitive with other localities and this annual arbitrary debate is just a shot in the dark without said concrete numbers.

Councilman Connolly commented that he would support this amendment as the Council is unsure of any concrete numbers or adopted policy regarding salaries or employee increases. He noted that he is hopeful before next year’s budget the Town would have definite numbers to guide them with increases. Mr. Connolly stated that until the Town Council has such information the proposed amendment for a bonus would be the way to go.

Councilman Hrbek noted that he supported the merit system as explained by Councilman Meza. He stated that teachers are living in Strasburg and other areas because it is too expensive to live in Front Royal

Councilman Meza noted that he supports increases that are across the board, not 1% to one employee and a 9% increase to another employee.

Vote: Yes – Connolly, Egger, Meza and Tewalt  
No – Hrbek 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)

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*Councilman Connolly moved, seconded by Councilman Egger, that Council move to remove \$24,000 from Line Item 1204-47005 for the acquisition of a new vehicle for the IT Department. The remaining \$1,000 will be used to improve a vehicle from the fleet removed from Town service to be used by the Department.*

*He further move to transfer the \$24,000 from Line Item 1204-47005 to 1202-43002 for the purpose of hiring a consultant to conduct a salary study for the Town.*

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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*Councilman Egger moved, seconded by Councilman Tewalt that Council move to remove \$10,800 from Line Item 1102-41003 for the reclassification of the Clerk of Council to full-time.*

Vote: Yes – Connolly, Egger, Hrbek, Meza and Tewalt

No – Tharpe  
Abstain – N/A  
Absent – N/A  
(Mayor Darr did not vote as there was no tie to require his vote)

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*Councilman Hrbek moved, seconded by Councilman Egger that Council move to remove \$82,500 from Line Item 3121211- PILOT - Warren County, funding from the Corridor Meals and Lodging Tax Agreement, from the revenue funding the Community Development Director salary and furniture and the SBDC Contract. He further moved to fund \$60,000 for 1101-41001 - Community Development Director salary; \$2,500 for 1101-45410 - Furniture; and \$20,000 for 1101-43002 - Community Development Contract from the Community Development Reserve Account 1101-R43002.*

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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*Councilman Egger moved that Council move to reduce 3102-41002 by \$23,400 to \$225,000 for the Patrol Division Overtime budget.*

**Motion failed for a lack of a second.**

*Councilman Tewalt moved, seconded by Councilman Egger, that Council move to:*

- *Remove \$2,500 from Line Item 1204-41001 for the salary adjustment for the IT Director;*
- *Remove \$4,000 from 2201-41001 for the salary adjustment for the Town Attorney;*
- *Remove \$7,000 from 2201-41001 for the salary adjustment for the Assistant Town Attorney; and*
- *Remove \$1,500 from 2201-41001 for the salary adjustment for the Legal Assistant.*

Councilman Hrbek noted that the Directors should not be getting pay raises when hourly raises were not given to hourly employees. Councilman Egger noted that until there is an outside salary study available she would be not be voting for such increases. Councilman Connolly stated that he felt torn on the measure, noting that having the Director bundled with the matter made it more complicated. Mr. Tewalt noted that the Town Attorney’s raise should be during the regular evaluation time not during the annual budget time. Councilman Connolly noted that to his recollection Council has instructed employees to come to Council during the budget season should they wish to include an increase in salary.

*Councilman Connolly moved, seconded by Councilman Egger, that Council adjust the motion to remove the Town Attorney from the other four employees*

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)  
(To Remove the Town Attorney for Separate Vote)

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Mayor Darr noted that Council was back to Mr. Tewalt's original motion regarding the Assistant Town Attorney, the Legal Assistant and the IT Director. Councilman Meza noted that it is foreign for individuals to make claims for pay increases independent of any type of structure. He stated that the future salary survey would be very helpful and he looks forward to that information to make better decisions.

Vote: Yes – Connolly, Egger, Meza and Tewalt  
No – Hrbek and Tharpe  
Abstain – N/A  
Absent – N/A  
(Mayor Darr did not vote as there was no tie to require his vote)  
(To Remove Asst Town Atty, Legal Asst & IT Director increases)

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*Councilman Connolly moved, seconded by Councilman Egger, that Council move to remove \$4,000 from 2201-41001 for the salary adjustment for the Town Attorney.*

Councilman Connolly noted that he intended to oppose the motion, he added that the Town Attorney had brought forward excellent justification for the increase. He stated that he has no complaints about Mr. Napier's service and had brought up the increase at his last evaluation. Mr. Connolly explained that Council put off the increase until the budget cycle and he supports paying Mr. Napier the amount he is worthy.

Councilman Egger voiced support of Mr. Hrbek's earlier suggestion of leaving the funding in the budget and providing the funds when the evaluation comes to Council. She noted that it is important to complete an evaluation and decide collectively as a Council based on merit the amount given to Mr. Napier.

Council discussed whether the amount promised to the Town Attorney was mentioned during the evaluation process previously and whether any amount should be allotted during the evaluation timeframe or during the budget cycle.

Councilman Egger noted that an evaluation could be completed and then Council could base matters on said evaluation. Councilman Connolly noted that the last increase was put off at the last evaluation, noting that Council needs to be basing increases on merit. He is satisfied on with said services and would like the increase.

Councilman Egger noted that an in depth discussion could be held on the amount regarding his raise and said discussion could be held at the evaluation process. Councilman Meza noted that if a matter was promised than it should be fulfilled. He added that separating employees from Council and those that report to Town Staff is a slippery slope.

Councilman Egger stated that the Town employee evaluations are in closed session and Council has that time to discuss an employee's performance and salary. Mr. Napier clarified that Council must use caution to separate employee issues from money issues in closed issues. To answer

Ms. Egger's questions, he added that salaries can be discussed to some degree in relation to performance and in comparison to other localities.

*Councilman Connolly moved to call for the question.*

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)  
(To End Discussion)

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Vote: Yes – Egger  
No – Connolly, Hrbek, Meza, Tewalt 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 Remove funding for Town Attorney increase)

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*Councilman Egger moved seconded by Councilman Hrbek to reduce lodging by one cent.*

Mr. Burke noted that a public hearing would need to be held on such an item.

Councilman Tewalt stated that the budget could be reduced by \$800,000 and the budget is full of fat and it is not sustainable. He noted that money that it is available should be spent was said in a meeting and he disagrees with that opinion. Mr. Tewalt expressed concern with a downturn economy. He stated that the budget is very inflated and he will not vote for the matter.

Councilman Hrbek stated that about 60% of the proposals by Mr. Tewalt were in the enterprise fund – outside of the General Fund -- and if they were cut, the taxes could not be cut as suggested. He noted that the Town does not have an inflated budget, and he feels quite comfortable with the budget the Town is passing this evening.

Councilman Tewalt noted that the Town should not purchase items that are not necessary, and the Town's rates are too high. He reiterated that many items being purchases are not necessary.

Councilman Hrbek noted that Mr. Tewalt feels that the items are not necessary, though actually many others disagree. He stated that Mr. Tewalt's list is appreciated and it expressed challenges for the Town to review.

Councilman Egger stated that the rates have to cover services and also plant and equipment upgrades. She noted that there are matters that she would like to bring forward though she cannot obtain a second this evening. Ms. Egger added that enterprise funds do not have an excess, they cover the expenses and the budget is balanced. Councilman Connolly added that when rates are cut, they are giving discounts to the water and sewer users, not just taxpayers.

Vote: Yes – Connolly, Egger, Hrbek, Meza and Tharpe  
No – Tewalt

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 APPROVAL – Resolution to Rename Town Administration Building**

**Summary: Council is requested to consider a Resolution that would rename the present Administration Building located at 102 E. Main Street from “Front Royal Administration Building” to “Town Hall”.**

*Councilman Egger moved, seconded by Councilman Hrbek that Council approve a Resolution that would rename the present Administration Building located at 102 E. Main Street from “Front Royal Administration Building” to “Town Hall”.*

Councilman Tewalt expressed concern with putting the lettering on the building and having discolored bring showing from behind. Councilman Connolly stated that people have pointed out that the old Town Hall building means so much to the community and lettering was to be preserved and the façade would be handled with the utmost care.

Councilman Egger stated that the building swap was her reason for running for Council. She noted that the fact of the matter is that the building is no longer the Town Hall and it does not function as Town Hall. She added that the Town will not lose any more history than we already have.

Councilman Hrbek noted that he does not want to confuse people. He pointed out that the Town’s Main Street office is the Town Hall, and it should be named accordingly. He gave the example of the old Luray Avenue school being the Warren County High School, though it had not been that school name for many years – it is still that school in the minds of so many. He encouraged organizations to name things appropriately the first time. Mr. Hrbek noted that people cannot hold onto the past, adding that the history is there and the past will never be erased. He encouraged everyone to move forward as a community as the new building is something to be proud of and something to be renamed and called **Town Hall**.

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 APPROVAL – Installation of “No Thru Traffic” Signs for Massie Street and 1st Street for a 90-Day Trial Period**

**~~Summary: Council is requested to approve the installation of “No Thru Traffic” signs on Massie Street and 1st Street for a 90-day trial period to assist in addressing speed and traffic volume concerns from the citizens who reside in this area; and to direct staff on Council’s direction.~~**

Item Removed from the Agenda.

There being no further business, the Mayor declared the meeting adjourned at 8:39 p.m.

APPROVED:

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Jennifer E. Berry  
Clerk of Council