

The regular meeting of the Town Council of the Town of Front Royal, Virginia was held on May 14, 2012, 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 Thomas E. Conkey  
Councilman Carson C. Lauder, Jr.  
Councilman N. Shae Parker  
Councilman Thomas H. Sayre  
Councilman Hollis L. Tharpe  
Town Manager Steven M. Burke, P.E.  
Town Attorney Douglas W. Napier  
Clerk of Council Jennifer E. Berry, CMC

**ABSENT:** Vice Mayor Chris W. Holloway

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

*Councilman Parker moved, seconded by Councilman Tharpe, that Council approve the Regular Council Meeting minutes of April 23, 2012 as presented.*

Vote: Yes – Conkey, Lauder, Parker, Sayre and Tharpe  
No – N/A  
Abstain – N/A  
Absent – Holloway  
(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**

Karen Patton, of 851 Happy Creek Road and Front Royal Little League, noted that the equipment and meters have been checked and it has been determined that the increase in expenses at times was the result of the league being put on a commercial electric meter. She stated that Warren County was attempting to help the league and the amounts had come down to some degree. Ms. Patton asked that the Town assist the children of the community in any way possible regarding the electric bills.

Mayor Darr instructed Mr. Burke to provide an update on the matter. Mr. Burke stated that the electric account for the league fields was in Warren County’s name as part of the Parks & Recreation Department of Warren County. He added that the Town’s Electric Department had indicated that the meters had been misread for about ten years and when the corrections were made, changes in service did take place. Mr. Burke explained that the Electric Department had attempted to improve the situation the best way possible and the Town continues their work with Warren County as well. He added that Town Staff was always pleased to assist the Little League whenever possible.

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

Mr. Burke:

- Reported that the Town has appointed Timothy Smith as the Visitor’s Center Coordinator;

- Noted that there would be increased traffic during the weekend due to the Wine & Craft Festival on Main Street; and
- Stated that Town Offices would be closed on Memorial Day, and trash and recycling for the day would be rescheduled for Wednesday.

Martha Shickle, Executive Director of the Northern Shenandoah Valley Regional Commission, stated that the recycling report was submitted to DEQ and they met the minimum amount as required. She added that the Solid Waste Report would be due soon and would then be reviewed as well. Ms. Shickle explained that they would be gearing up for possible opportunities for the Chesapeake Bay TMDL Program, adding that they have secured free technical assistance for jurisdictions to assist developing systems in their data collection. Ms. Shickle noted that Warren County would be working with the Town on such matters as street sweeping frequency, for example, as it pertained to reducing sediment loading.

Ms. Shickle explained that the NSVRC had received the authority to create a Natural Resources Advisory Committee and they were looking for representatives for area jurisdictions to distribute information and develop partnerships when possible. She stated that their Hazard Mitigation planning continues, noting that they are continuing with the space needs assessment study results for the Town as well. Ms. Shickle added that the NSVRC would be hiring a Senior Planner for Transportation, and the NSVRC had been asked to develop a Request for Proposal for On-Call Planning & Engineering Services. She noted that it would allow a chance for pre-screening and was similar to the On-Call Transportation RFP, which was quite successful.

Fred Frenzel, of the Department of Game & Inland Fisheries, noted that it was typical this time of year for bears to be more traveling throughout the area. He noted that they do not trap and remove the bears, as generally they relocate to the same area. Mr. Frenzel stated that the Town Staff continued to retrofit the residential carts of those citizens interested, though some citizens do not wish that their cans be retrofitted, and at times others were not locking the carts properly.

Mr. Frenzel noted that they were attempting to obtain funding for the Town dumpsters to keep the bears out of said containers. In response to Council's questions, Mr. Frenzel explained that the Town was getting many complaints in the Overlook Drive area and citizens are asking that bears being trapped, though that could not take place. He noted that if a person is actually in danger, then the police officer or other individual could shoot the bear in protection situations. He added that if residents were doing things to attract the bears, then that citizen needed to be advised that they are inadvertently feeding the bears.

Councilman Tharpe noted that citizens were working on the matters they needed to change to address the issue, though it was Council's job to provide for public safety and welfare. Mr. Frenzel stated that one resident he planned to speak with again with after the meeting, was Ms. Holland, who seemed to understand that the bears could not be trapped in order to solve the problem. He added that there were issues Ms. Holland was doing that could be curbed in order to defray the bear intrusions near her home.

Mayor Darr thanked Mr. Frenzel for his efforts and response to Council and the Town.

Councilman Conkey noted that he wished Chief Furr his best on his retirement and he thanked him for his service to the Town and the Police Department Staff.

Councilman Lauder asked about the water flow in the river. Mr. Burke noted that it had been about average and well above conservation levels since the rain.

Councilman Sayre stated that the Council was in favor of moving in the direction of the Master Police Officer Program. He noted that it several years earlier many officers had indicated that there Department was underfunded at the time.

Councilman Sayre noted that he was disappointed in many of the internet postings since the election.

Mayor Darr reminded the community that the Wine & Craft Festival coming up that weekend.

Mayor Darr thanked the citizens for their support in the recent election and noted that he was looking forward to working with everyone for the betterment of the Town.

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

*Councilman Parker moved, seconded by Councilman Sayre, that Council remove the CLOSED SESSION item until the upcoming worksession.*

Vote: Yes – Conkey, Lauder, Parker, Sayre and Tharpe  
No – N/A  
Abstain – N/A  
Absent – Holloway  
(Mayor Darr did not vote as there was no tie to require his vote)

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**CONSENT AGENDA ITEMS**

- A. COUNCIL APPROVAL: Liaison Committee Agenda Items
- B. COUNCIL APPROVAL: Bid – Bucket Truck – Energy Services
- C. COUNCIL APPROVAL: Bid – Sports Utility Vehicle – Energy Services
- D. COUNCIL APPROVAL: Bid – Pickup Truck – Environmental Services
- E. COUNCIL APPROVAL: Washington Avenue Paving Project

*Councilman Sayre moved, seconded by Councilman Tharpe, that Council approve the Consent Agenda as presented.*

Vote: Yes – Conkey, Lauder, Parker, Sayre and Tharpe  
No – N/A  
Abstain – N/A  
Absent – Holloway  
(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/Re-enact Code 75-44 – Delinquent Real Estate and Personal Property Tax Penalty and Interest (1<sup>st</sup> Reading)**

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

*Councilman Parker moved, seconded by Councilman Lauder, that Council approve on its first reading an ordinance to amend and re-enact Front Royal Town Code 75-44 pertaining to delinquent real estate and personal property tax penalties and interest as presented.*

Councilman Conkey noted that it was a housekeeping effort and it would not encompass the twice a year billing for Town taxes.

Councilman Sayre stated that the Town could discuss allowing discounts for those that pay the whole tax amount upfront. Councilman Conkey voiced that Council would have to work the amounts into their billing to allot for the reduced income.

Vote: Yes – Conkey, Lauder, Parker, Sayre and Tharpe  
No – N/A  
Abstain – N/A  
Absent – Holloway  
(Mayor Darr did not vote as there was no tie to require his vote)  
(By Roll Call)

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There being no further business, the Mayor declared the meeting adjourned at 7:29 p.m.

APPROVED:

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Jennifer E. Berry  
Clerk of Council