

August 19, 2015

Town Manager

The Town Council conducted a work session on August 17th to discuss our Deer Management Program, consider a funding request from the Power of Partnership Alliance, and discuss the rail crossing on Mary's Shady Lane.

Town Council received a presentation from Nelson Lafon and Fred Frenzel about the future of the Town's Deer Management Program. The Town has been operating through a Deer Population Control Program (DPOP) permit that allowed the Town's agent to utilize both public and private lands. As the DPOP culling has achieved its goal to reduce the population, the Town must transition to Urban Archery to continue culling on private property. The Urban Archery program would allow anyone with a valid hunting permit to participate in bow hunting during the establish season in Town. Town Council will consider implementing this program to begin with the 2016 hunting season at future work sessions.

Council also received a request from the Power of Partnership Alliance to reallocate funding previously requested in 2013 to pursue event and advertising opportunities that will benefit tourism in Front Royal. Council will consider release of the funds at their August 24th meeting.

Council also discussed a request from residents on Mary's Shady Lane for the Town to act as the agent to seek designation of the rail crossing on Mary's Shady Lane as a public crossing by Norfolk & Southern. The Town does not maintain Mary's Shady Lane, nor is there right-of-way on the north side of the tracks. In order for the Town to assume maintenance responsibility, the residents would need to update the road to Town standards and dedicate the necessary right-of-way. The Town Council will consider adoption of a resolution seeking Norfolk & Southern to provide advance warning of rail crossing maintenance in the future to the Town and to seek assistance from Congressman Goodlatte's office to secure this notice at their August 24th meeting.

The next meeting for Town Council will be a regular meeting scheduled for Monday, August 24th.

As always, please feel free to contact this office with any ideas or suggestions to improve how the Town provides service to our community.

Department Updates

Last Week:

Our Planning Department processed 7 Zoning permits, 1 sign permits, 4 Business Licenses, and 4 Code Violation actions. Staff attended a meeting about the extension of Main Street through the Avtex property and met with citizens about development issues. Staff continue to work with EnerGov on the online permitting website that is anticipated to be online in November.

The Planning Commission is reviewing a Special Use Permit for Angel's Korner Day Care, consideration of urban livestock as referred by Town Council, and streetscape enhancements to South Street which will include VDOT conducting a Corridor Study to evaluate possible improvements and traffic impact to be completed in October. A public hearing on the urban livestock was conducted by the Planning Commission on July 15th with a second hearing scheduled for August 19th. Town Council authorized staff to jointly apply for a CDBG Grant to develop Downtown Enhancements with the NSVRC; the public meeting was conducted July 7th, and followup management meeting was conducted on July 16th. The Comprehensive Plan Steering Committee met August 6th to review the transportation plan and land use plan. The Town was notified that our MAP-21 Grant for construction of a sidewalk along Westminster Drive was approved. Staff have applied for an RTP Grant through DCR to construct the Criser Road Trail.

Our Police Department continued to provide patrol and enforcement within the Town. This week the Police Department received 717 calls to our Dispatch Center, our officers responded to 334 calls for service, issued 53 traffic citations, 0 DUI arrests, and 9 traffic accidents.

Our Environmental Services crews conducted maintenance on the sanitary sewer system on Kesler Road, West 12th Street, Kendrick Lane, and as needed. Our crews also conducted maintenance on the water system in the Riverview Subdivision, Kendrick Lane, Criser Road, and as needed. Our Street Maintenance crews conducted road repairs on West 13th Street, North Royal Avenue, Woodside Avenue, West 17th Street, Cedar Drive, and installed 8 signs. The Horticulture Division conducted horticulture maintenance throughout the Town. Our Building and Grounds Division maintained the Visitors Center and conducted maintenance at our Town facilities. Our Fleet Maintenance Division performed 1n/a preventative maintenance services, conducted n/a State inspections, n/a vehicle repairs, and other unscheduled repairs to vehicles and equipment.

Crews at our Wastewater Treatment Plant conducted the monthly construction meeting, participated in River Day, began draining the settling basin, and performed routine maintenance and operations. The WWTP contractor continued upgrades to the plant. Crews at our Water Treatment Plant continued to monitor the improvements at the WTP and performed routine plant maintenance and operation. WTP contractor continued construction of improvements.

Our Energy Services Department reported 2 outages last week: a 50 minutes outage on August 14th that affected 1 customer Schewels due to equipment failure and a 25 minute outage on August 16th that affected 15 customers on Viscose Avenue due to an animal. Crews continued to maintain our electrical system.

Our IT Department prepped for the Gazebo Flicks, continued work on the website update, continued MDT replacement for the Police Department, tested Windows 10, and continued work order completion.

Our Visitor's Center ordered the 2016 Christmas Ornament that will display the Visitors Center, participated in Celebrate the River Day, developed an advertisement for the Baltimore Sun, cohosted Tourism Tuesday, continued Drive Tourism discussion, continued discussion of updates to the Battle of Front Royal Driving Tour, the Visitor's Guide and the Walking Tour, and investigated other advertising opportunities. Staff welcomed 887 visitors to the Center and had 3,848 visits to our website.

Our Finance Department processed 1,476 payment receipts, mailed 579 delinquent utility bills, processed 129 move-in/move-out work orders, disconnected 62 utility accounts, in addition to their normal work activities. We also processed 561 drive through payments, 23 Saturday drive through payments, 79 on-line utility payments, and 0 on-line tax payments.

Our Risk Management Department processed 1 employee injury claims and 3 citizen claims.

Our Human Resources Department advertised numerous positions and received applications for those already advertised. The Town currently has 9 full-time, 1 part-time open positions, with 0 full-time offers pending and 0 part-time offer pending.

Upcoming Week:

Our Planning Department will meet with the County GIS coordinator, attend the Planning Commission Meeting and Work Session, attend the NSVRC monthly meeting, and meet with citizens with zoning questions.

Our Police Department will continue to patrol the Town.

Our Department of Environmental Services plans to inspect School flashers, complete substation inspections, and conduct preventative maintenance throughout Town.

Our Department of Energy Services will inspect the Riverton main line for possible issues and will begin installation of fiber optic line from the Administration Building to the Visitors Center.

Our IT Department will continue routine maintenance of the Town's network and computer systems.

Our Tourism Department will continue to welcome visitors.

Our Risk Management and Human Resources Departments will continue address safety and personnel issues.

Civic Events

Samuels Public Library has numerous events scheduled throughout the week. Information can be found <http://www.samuelslibrary.net/>

The Town Council will meet at 7:00 pm on Monday, August 24th in a regular meeting at the County Government Center.