



TOWN COUNCIL/WARREN COUNTY BOARD OF SUPERVISORS LIAISON COMMITTEE MEETING MINUTES

Thursday, July 20, 2023 @ 6:00PM in the Town Hall Conference Room

The following minutes are a summary of items on the agenda.

This meeting may be viewed in its entirety by accessing the video of the same date online via the Town's website at www.frontroyalva.com.

PRESENT FROM TOWN: Mayor Lori A. Cockrell
Vice Mayor R. Wayne Sealock
Town Manager Joseph E. Waltz

PRESENT FROM COUNTY: Chair Vicky L. Cook
Supervisor Walter Mabe
County Administrator Edwin "Ed" Daley

OTHERS PRESENT: Clerk of Council Tina L. Presley
Members of the audience including but not limited to councilmembers,
supervisors and Town/County staff

Mayor Cockrell called the meeting to order.

Revisions to the Liaison Committee Meeting Policy – Mayor Cockrell gave a brief update on the revisions to the policy. There was some discussion about what participation in the meetings would look like and it was agreed to leave the policy as is but continue to allow others in attendance to add to the conversation. The other revisions were discussed, and it was agreed to leave them as presented with the exception of revising "oral" report with "written" report prior to the meeting (December, March, June, September), under Manager and Administrator Reports. It was agreed to take the policy back to both elected bodies for approval.

Delay of the Mailing of Real Estate and Personal Property Tax Bills the Last Five Years – Finance Director BJ Wilson advised that the mailing of the first installment of Town personal property tax bills had been delayed for the years 2019 – 2023; the first installment of the real estate tax bills had been delayed for 2019, 2020, 2021 and 2023. He explained the concern of mailing the bills out in a timely manner so that they match the Town Code, noting that if it continues the Town will have to amend their code. He preferred; however, to keep the due dates similar to the County's so as to not confuse the taxpayers. There was some discussion on what caused the delays Mr. Wilson confirmed that the "drop dead" date to receive tax information is mid-April. County Administrator Ed Daley suggested meeting with the Commissioner of Revenue to determine how to get the taxes out quicker and send a reminder in January about the procedure.

Update on Tourism – Community Development and Tourism Manager Lizi Lewis shared what the Town had been doing with Tourism. Ms. Lewis passed out a map that showed various locations and destinations in the Front Royal/Warren County area, noting that it was given out on a regular basis and was slated to be updated every six months. She advised that the Visitors Center sees approximately 2,000 visitors a month and mentioned some of things she was working on that included: marketing and marketing logo, multi-

media, profiling local small businesses, Town Explorer Program, New Visitor Guide, etc. and always focusing on personal touch. Supervisor Oates questioned what plans were for the “Big T” specifically outside of Front Royal/Warren County. Ms. Lewis advised that she had been working on increasing engagement and cultivating stories to push out. Mayor Cockrell advised that the events drew outside people into the area. Supervisor Mabe questioned how to jointly using the ARPA (American Rescue Funds Act) funds received. There was discussion on what the funds were to be used for and that the deadline to use them was December 30, 2023. It was suggested that Director of Economic Development Joe Petty and Ms. Lewis work together on reallocating the funds for various Town/County projects. Mr. Petty agreed to give an update on the County’s Tourism at the October meeting. Ms. Lewis advised that she would look into a video that Kerry Barnhart had edited several years ago.

Update on Saddle Crest Project – Director of Planning Lauren Kopishke gave a brief update on the NVR Inc, Saddle Crest Project, noting that Council was holding a public hearing for the rezoning of this property on July 24th. It was agreed to move #10 Update from Transportation Ad Hoc Committee up for this discussion. Vice Chair Cullers gave an update on the Committee and who was in attendance as of yesterday. She advised that the Committee was working with the developers to build the East/West Connector Road infrastructure but the Virginia Department of Transportation (VDOT) Study currently in the works had not been completed to continue those talks. She explained the issues with regulations the railroad was required to abide by to be in compliance with their trains and staff. There was discussion about an I-66 emergency access. It was noted that I-66 was a federal road, but VDOT was paid to maintain it and permission was required from the federal government to access it. Mrs. Cullers advised that the focus of the Committee was the emergency entrance/exit. It was noted that private property owners were not willing to give up their property.

Update on Comprehensive Plans – Director of Planning Lauren Kopishke gave a brief update on the Town’s Comprehensive Plan, noting that Council has scheduled a public hearing for final approval/adoption on August 28th. She also advised that the consultant was working to rewrite the Town’s Zoning and Subdivision Ordinances.

Citizen Appointment to the Front Royal/Warren County Joint Towing Advisory Board – Chair Cook advised that there had been a recent transition in administration and that they were trying to contact the applicant. It was suggested and agreed to advertise on the Town’s website as well as the County’s. The County agreed to continue to reach out to the applicant and send Town Manager Joe Waltz the wording for the advertisement to post to the Town’s website.

Discussion of Revitalization of Raymond E. Santmyers Youth Center – Mayor Cockrell gave an update on *Reaching Out Now’s* (RON) presentation to Council recently and questioned where the County was with this project. Mr. Daley advised that the following needed to be completed before occupancy: a new HVAC was (on order), remove asbestos in the floor, change sewage pipes from a T to a Y and remove mold. He expected the opening of the building would be November but that was contingent upon the delivery and installation of the HVAC system. Vice Mayor Seacock questioned whether the floor could be sealed where the asbestos was located. Mr. Daley advised that the maintenance staff advised that cleaning could disrupt the floor and the asbestos was also in the ventilation. He noted that RON was aware of the situation. Mr. Daley also advised that they are working on security for the building. Ms. Cook advised that there was a commitment to fix the building. Councilman Rogers questioned the estimate to fix the building. Mr. Daley advised approximately \$100,000 and that it was included in the capital budget for all buildings. Councilwoman DeDomenico-Payne advised that after the building was renovated it would add to the

County's assets, noting it would still have value even if RON were to pull out. Mr. Daley agreed stating that the building would be a facility for today's youth.

There was some discussion on the opioid grant and how it could be used. It was noted that the Town does not get the opioid abatement only the county and that the funds would have to be justified noting they were not sure if the building repairs would qualify. Mr. Daley had advised RON and the Warren Coalition to put a program together for the supervisors to consider. Mayor Cockrell mentioned the DARE Program and how it could serve every child in the community. Councilman Rogers suggested getting through the maintenance and then research available grants. Utilities were briefly discussed, and Mr. Daley advised that he could look into that since the Town could not divulge that information publicly. There was some discussion on fundraising for the project. Mr. Daley advised that RON would paint and decorate the facility once it was free for them to do so.

School Zone Speeding and Enforcement – Police Chief Magalis gave an overview of the school zone speeding enforcement with cameras. He explained that he was asked to look into this opportunity due to the many complaints and concerns from citizens of speeding. He explained that he chose the four school zones (out of 10) due to those schools having the most traffic and concerns of speeding. He noted that there was a 5-day speed study done by Blue Line at which time he gave the committee data collected from each zone. He explained the cost of the violations and how they were divided. He noted that this was a civil fine meaning there were no points or increase in insurance rates, noting it recognized only the car not the driver. Mayor Cockrell reminded the committee that tonight was to go over any concerns since Council was going to discuss this issue again during an upcoming work session. Supervisor Mabe suggested placing a car at the sites as a deterrent. Chief Magalis advised that he did not have the personnel and explained that the technology of the cameras was the same as the technology of the handhelds officer possess. Chief Magalis also noted that the cameras were not an invasion of privacy since it is on a public street and outside the vehicle.

Mayor Cockrell reiterated that there were numbers to indicate a problem and we were only looking to improve the safety in the school zone and protect the kids, noting that a civil fine is less costly than a speeding ticket. Chief Magalis explained about the public education and warning tickets before the program would begin.

Chair Cook advised that it was a wonderful program and Vice Chair Cullers advised that teachers could get hit as well as kids. Supervisor Oats advised that she was not in favor and opined that it was unconstitutional. She preferred face to face if she were issued a ticket. She voiced concern over surveillance in a school zone. Councilwoman De-Domenico-Payne reiterated that Blue Line conducted the study and identified where there was a problem. Councilman Rappaport asked for a list of jurisdictions in Virginia who were using the program. He preferred the idea of flashing lights to slow people down and asked if there was any data on that.

Update on Progress of the Avtex Conservancy – Director of Economic Development Joe Petty gave the committee an update noting that he walked the site with the person who manages the site. He advised that they talked about the possible trail installation and how the ARPA funds could be used for this. Member of the Warren County EDA Jorie Martin passed out a map that showed the area Mr. Petty was talking about. She voiced concern about the fencing and issues with safety around the pond that was approximately four feet deep. She advised that a resolution was passed by the EDA and forwarded to Board of Supervisors transferring property to the County for development. Mayor Cockrell questioned whether it would connect

to the Greenway. Ms. Martin advised that the hope was for the trail to come out at the current Eastham Park. She noted that there was still a lot of work to do to make it come to fruition. Mr. Petty agreed with Mrs. Martin that the trail would connect with Eastham Park and the proposed Rail Trail.

Update from Transportation Ad Hoc Committee – moved up to Saddle Crest Project

Update on the McKay Springs Project – Chair Cook advised that the County wanted to follow up from the last Liaison Committee Meeting and what the Town's position was. Mr. Daley questioned whether the Town wanted to buy or sell their portion of McKay Springs. Town Manager Joe Waltz advised that Council is not interested in selling due to the springs located in the area. Mr. Daley asked whether the Council would be interested in selling and Mr. Waltz advised that he would share that with Council.

Next Meeting – Thursday, October 26, 2023 at 6:00pm in Warren County Government Center

Meeting adjourned at 8:10pm