

Town Council Meeting Minutes
August 1, 2022
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The Orange Town Council held a work session meeting at 6:00 p.m. in the Town of Orange Community Center Meeting Room. Town Councilmembers present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. "Rick" Sherman, Jr., and Councilmember Elliott Fox, Jr. Staff members present were: Town Manager Gregory S. Woods, Deputy Town Kimberly Strawser, CZA/CMC, Director of Finance Dianna Gomez, Assistant Director of Public Works Larry Bond, and Town Attorney Catherine Lea. Councilmembers Timothy Bosford, Jr., Donna Waugh-Robinson, and Town Clerk Wendy J. Chewning, MMC were absent.

ADOPTION OF AGENDA

Motion was made by Councilmember Fox, seconded by Vice-Chairman Sherman, to adopt the agenda, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – absent, Councilmember Fox – aye, and Councilmember Waugh-Robinson – absent. The motion carried unanimously.

DISCUSSION OF TRASH COLLECTION

The Town Manager reviewed his memo dated August 1st, regarding trash collection issues and options. The Town Manager stated that staff had been discussing the possibilities of converting the town trash collection from manual pick up to a hydraulic tipper system pick up. The Town Manager stated further that staff wished to have this implemented by August 2023. The Assistant Director of Public Works stated that there were ongoing staffing issues to work on the back of the trash truck. The Assistant Director of Public Works reported that there was a constant turn over and no consistency. The Town Manager stated that the current issues at this time were – staffing and the lack of ability to enforce the trash ordinance, as it was outdated.

A lengthy discussion was held regarding the trash collection options.

The Town Manager stated one option was to outsource the trash collection. The Town Manager reported that staff received bids in December 2021 from two companies. The Town Manager stated that bid one was for \$14,000 per month (\$168,000 annually) and bid two was for \$22,400 per month (\$268,800 annually). The Town Manager stated further that this would not include the annual town wide pickup or brush pickup. The Town Manager stated the trash can size would be 95 gallon cans, new ordinances would have to be put into place and advertising to town residents of the changes. The Town Manager stated further that the town would continue the twice annual town wide pickup and brush pickups.

The Town Manager stated another option was to modify the current trash trucks for 95 gallon can – tipper system. Staff played 2 videos showing how the tipper system works. The Town Manager reported that the cost of a new trash truck approximately \$250,000. The Town Manager reported further hydraulic arm equipment added to trash truck plus installation costs was \$18,500. The Town Manager stated that the town would provide a 95 gallon can for each resident at no cost. The Town Manager stated further that the town would buy and own the cans.

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The Town Manager stated that the cans were \$70 each and we would need approximately 1,700 cans, totaling \$119,000. The Town Manager stated further that additional cans could be provided at an additional cost of \$5.50 per month to the resident. The Town Manager stated further that the town would continue to do the twice annually town wide pickup and brush pickups. The Town Manager stated that a public hearing would need to be held for excess of 1% of the budget for FY2023 or it could be included into the FY2024 budget.

The Town Manager stated that a lot of advertising would need to be done to notify citizens of changes. The Town Manager stated further that this would be a huge change and make the town look much cleaner.

Councilmember Fox stated that he would like to see information on the side pick up trash trucks. Councilmember Fox stated further that that he didn't like the idea of outsourcing the trash.

The Assistant Director of Public Works stated that some of the "old parts" of town the side pick up collection would be difficult since there is parking on both sides of the street.

Vice-Mayor Sherman stated he was concerned with houses with steps where residents would either have to bring the cans up or down the stairs to get them to the edge of sidewalk. Vice-Mayor Sherman stated further that he did like the idea of the larger cans.

The Assistant Director of Public Works stated that he felt the dual tipper would be the best option for the town. The Town Manager stated that one trash truck could be outfitted with the tipper system and buy half of the cans this budget year. The Town Manager stated further that next budget year the remaining cans could be bought and a new trash truck.

Vice-Mayor Sherman stated he would like to see the labor costs go down. Vice-Mayor Sherman stated further that maybe the town could outsource the dumpsters.

Mayor Roby asked if staff would get more information on the one arm side pickup, information regarding outsourcing dumpsters, and how labor could be reduced and bring to retreat session in October.

STORM DEBRIS

Mayor Roby stated she would like staff to look into outsourcing the storm debris pick up. The Town Manager stated he spoke to the Director of Public Works, and it would cost approximately \$100,000 to contract out. A discussion was held.

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DISCUSSION OF CHURCH STREET PARK REQUEST

The Town Manager stated he met with Bruce Monroe in regard to the Church Street Park request. The Town Manager reviewed with Council the letter he was planning to send out to Mr. Monroe. A discussion was held. It was consensus of Council for the Town Manager to send the letter to Mr. Monroe. Mayor Roby stated Council was in support with the name of the park – Church Street Commemorative Park.

CONVOCATION AT ORANGE COUNTY HIGH SCHOOL

Mayor Roby stated she attended the convocation at Orange County High School, and she spoke with the new Superintendent and invited him to their next Council meeting.

With no further business the meeting adjourned at 7:48 p.m.



Kimberly Strawser, CZA/CMC
Deputy Town Clerk



Martha B. Roby, Mayor

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The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Councilmembers present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. "Rick" Sherman, Jr., Councilmembers Timothy Bosford, Jr., Elliott Fox, Jr., and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, Director of Finance Dianna Gomez, and Director of Community Development John Cooley, AICP.

CALL TO ORDER

Mayor Roby led the Pledge of Allegiance.

ADOPTION OF AGENDA

Motion was made by Councilmember Fox, seconded by Councilmember Waugh-Robinson, to adopt the agenda, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

PUBLIC COMMENT

There was no Public Comment.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF AUGUST 15, 2022

Mayor Roby stated that there was a typo on Page 4-3 under STATUS UPDATE ON STANDPIPE, third line, the word plants should be plans.

Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Bosford, to adopt the minutes of August 15, 2022, as amended. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – abstained, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

FINANCE REPORT – DIRECTOR OF FINANCE

The Director of Finance stated that she would be reporting on the second month of FY 2023:

The Director of Finance stated that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$24,000 for Meals Tax and \$44,000 for Local Sales Tax.

The Director of Finance stated that we had collected \$41,000 in delinquent Real Estate taxes and \$52,000 in Personal Property tax delinquencies.

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The Director of Finance stated that Water Sales Revenue for August was \$267,065. The Director Finance stated that revenue came in \$26,000 above budget.

The Director of Finance stated that Sewer Sales Revenue for August was \$322,088. The Director of Finance stated further that the revenue was favorable for August at \$12,000.

The Director of Finance stated that payments for August were \$511,301. The Director of Finance stated further that the payments included \$29,000 to WW Associates for Standpipe Engineering, and \$55,000 for annual charitable donations, with remaining payments being normal business expenses.

The Director of Finance stated that Expenditures from the \$2,643,592 ARPA tranche 1 funding amounted to \$516,876 ITD, of which \$85,000 went toward engineering services for the Liquid Feed project at the Water Plant, \$229,932 went toward the new SCADA system for the Sewer Plant, and \$201,944 went to Standpipe Engineering services. The Director of Finance stated that we have received the second funding of \$2,643,592, but there had been no disbursements yet.

UNFINISHED BUSINESS

TOWN COUNCIL CONSIDERED A NEGOTIATED AGREEMENT BETWEEN THE TOWN OF ORANGE AND ORANGE DOWNTOWN ALLIANCE

The Town Manager reported that two negotiating teams, one from the Town and one from Orange Downtown Alliance, worked and negotiated a contract that both teams felt was fair. The Town Manager reported that the ODA had signed the negotiated contract for the period July 1, 2022 – June 30, 2023, but amended the contract taking out the Downtown Halloween Trick or Treat event, increased their volunteer corps by 25%, and their sponsorship by 20. After discussion, motion was made by Councilmember Bosford, seconded by Councilmember Waugh-Robinson, to approve the negotiated agreement between the Town of Orange and the Orange Downtown Alliance. Vice-Mayor Sherman offered a friendly amendment to reduce their quarterly payment from \$17,500 to \$15,000. The friendly amendment was accepted. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – abstained, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Vice-Mayor Sherman stated that he hoped the Town and ODA would not have to go through the same negotiations next year.

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NEW BUSINESS

TOWN COUNCIL CONSIDERED RESOLUTION (RES2023-02) ADOPTING THE RSA WATER RATE AT \$3.817 PER 1,000 GALLONS BEGINNING ON OCTOBER 1, 2022

The Town Manager reported that on September 1st of each year we must send RSA the proposed water rate for the year beginning October 1st. The Town Manager reported that due to issues with COVID illness, it was not adopted in August, and therefore we missed the September 1st date. The Town Manager stated that staff had notified RSA that the probable rate was going to be \$3.817 per 1,000 gallons beginning October 1, 2022.

After discussion of the calculation and the main reason for the cost variance between FY21 and FY2022, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to adopt Resolution (RES2023-02), as presented, adopting the RSA Water Rate at \$3.817 per 1,000 gallons on October 1, 2022. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

RES2023-02

BE IT RESOLVED, by the Town Council of the Town of Orange, that the water rate to be charged to the Rapidan Service Authority for water purchased for the year beginning October 1, 2022 and ending September 30, 2023, shall be \$3.817 per 1,000 gallons.

Vice-Mayor Sherman stated that the Town needed to actively pursue getting a new contract with the Rapidan Service Authority.

TOWN COUNCIL CONSIDERED THE APPOINTMENT OF RITA CARROLL TO THE TOWN'S PLANNING COMMISSION WITH A TERM TO EXPIRE JUNE 30, 2026

Ms. Carroll introduced herself to Town Council.

The Town Manager reported that Ms. Rita Carroll had filled out an application and wished to be appointed to the Town's Planning Commission with a term to expire June 30, 2026. Motion was made by Councilmember Fox, seconded by Councilmember Waugh-Robinson, to authorize the appointment of Ms. Rita Carroll to the Town's Planning Commission with a term to expire June 30, 2026. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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TOWN COUNCIL CONSIDERED THE POSSIBLE RE-CONFIGURATION OF SOUTH MADISON ROAD

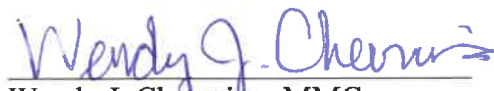
The Director of Community Development reported to Town Council that staff would be meeting with VDOT personnel on September 27th regarding an idea of a Road Diet project for South Madison Road between Main Street and Caroline Street. The Director of Community Development stated that a road diet changes roadway usage by replacing some the typical traffic lanes to make space for other uses like bicycle lanes, sidewalks, or parking.

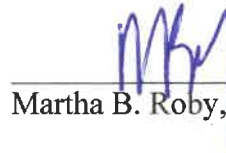
After discussion, it was the consensus of Council to have staff investigate this further and report back to Council at a later date.

LIQUID FEED SYSTEM

The Town Manager reported that the Liquid Feed System was being put out to bid. The Town Manager reported that this didn't necessarily mean we were going to do it.

With no further business the meeting adjourned at 7:40 p.m.


Wendy J. Chearning, MMC
Town Clerk


Martha B. Roby, Mayor

Town Council Retreat Meeting Minutes
Monday, October 3, 2022
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The Orange Town Council held a retreat meeting at 4:00 p.m. in the Town's Community Meeting Room. Present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. Sherman, Jr., Councilmember Timothy Bosford, Jr., Elliott Fox, Jr. and Donna Waugh-Robinson. Staff members present were Town Manager Gregory S. Woods, Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, Director of Public Works Jeff Dodson, Assistant Director of Public Works Larry Bond, Director of Community Development John Cooley, and Police Chief Kiline Madison.

CALL TO ORDER

Mayor Roby called the meeting to order. The Town Clerk called roll and noted that there was a quorum present.

Mayor Roby requested that a discussion of a Proclamation for Jeff Poole, former Editor of the Orange County Review, be added to the agenda.

APPEARANCE BY CHARLOTTE COLE, ORANGE DOWNTOWN ALLIANCE
EXECUTIVE DIRECTOR

Mrs. Charlotte Cole, ODA Executive Director, appeared before Council outlining her concerns about the Town's recently executed contract with ODA and the fact that she was afraid that we might lose Main Street accreditation again. Mrs. Cole outlined what she thought was important to make the program successful. Mrs. Cole stated that there was going to be new, more astringent standards that had to be met; and there was not enough funding from the Town to support this. Mrs. Cole reported a bare minimum of \$79,782 was needed.

Councilmember Waugh-Robinson recommended the continuation of this discussion at a later date, with a report from an ODA Board Member and a representative from the Virginia Main Street Program.

Mrs. Cole reported that the Orange Octoberfest was successful, and they raised around \$20,000.

PROCLAMATION FOR JEFF POOLE

Mayor Roby stated that she would like to see the Town acknowledge Jeff Poole, former editor of the Orange County Review, for his years at the paper and for his dedication to the Towns and the County. It was consensus of Council to have staff prepare a Proclamation of appreciation for presentation at a later date.

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TOWN COUNCIL CONSIDERED RESOLUTION (RES2023-03) REGARDING PERSONAL PROPERTY TAX EQUALIZATION

The Town Manager reported that in order to keep the Personal Property Taxes budget neutral, the rate would need to be reduced per the schedule below:

<u>Year</u>	<u>Total Assessed Value</u>	<u>Less Machinery and Tools</u>	<u>Less Mobile Homes</u>	<u>Net Assessed Value</u>	<u>Divided by 100</u>	<u>Tax Rate</u>	<u>Annual PP Tax Revenue</u>
2021	45,114,984	9,774,771	84,740	35,255,473	352,555	\$ 0.83	292,620
2022	56,269,135	8,991,554	84,740	47,192,841	471,928	\$ 0.62	292,596

The Town Manager reported further that the increase in Assessed Value due to current market trends would be offset by a \$ 0.21 decrease in the tax rate per \$100 of assessed value. The Town Manager reported further that this reduction would keep the annual Personal Property Tax Revenue flat year over the year and a budget adjustment was not required.

After discussion, motion was made by Councilmember Bosford, seconded by Councilmember Waugh-Robinson, to adopt Resolution (RES2023-03), as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

COUNCIL RETREAT – GENERAL DISCUSSIONS OF TRASH, ECONOMIC DEVELOPMENT, PLANNING, GROWTH, INFRASTRUCTURE, FINANCIAL ISSUES, EMPLOYMENT AND OTHER MISCELLANEOUS ITEMS AFFECTING THE TOWN

A general discussion was held by Town Council and staff on trash, economic development, planning, growth, infrastructure, financial issues, employment and other miscellaneous items affecting the Town.

ACTION ITEMS TAKEN BY COUNCIL DURING RETREAT MEETING:

- A lengthy discussion was held by Town Council and staff on Trash Collection. It was consensus of Council to start moving forward to changing the trash system to using Option 1 – a dual Tipper System on the trucks.

A 30-minute dinner break was held from 5:45 to 6:15 p.m.

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- It was consensus to get State legislative help with the Millimeter Screen mandate from the Department of Environmental Quality once we have all the facts and documents.
- Spicer's Mill and North Street/Montevista sidewalks were the top two sidewalks to be added to the 2024 Budget.
- We need an Economic Development strategy for the Town. We will look at it further during the 2024 Budget.
- Have a DEQ Phase I and II performed on the Gardner Property. Also look into a Public/Private Partnership for the Multi-Use Pad.
- Town Partnering with Orange County Economic Development Authority for a Town Wide Yard Sale in conjunction with Spring Clean-Up.
- Purchase of the CSX Property
- South Madison not appropriate for Road Diet.
- Consensus of Council to continue with the purchase of CSX ROW adjacent to and running through Gardner Property. Consensus of Council to start the bid at \$10,000.
- The Director of Community Development reported that VDOT had the final plans for the Madison Road/Main Street Traffic Signal Replacement.
- The Director of Community Development reported that staff was working with an engineer to look at brick walls, installing an ADA ramp, and tree removal in Taylor Park.
- Town Council reviewed a proposal from OEI Events for Music in the Park beginning next Spring and continuing through the Summer. Town Council requested that OEI Events provide additional information at the October 17th Town Council meeting.
- The Town Manager reported that we had received a copy of a Pay Study from the Town of Gordonsville that we had participated in. The Town Manager reported that salaries were low across the board, and he was planning to ask for another 5% in the next budget year.
- The Town Manager reported that the Police Department had filled three of the four vacancies, and we had one vacancy in the Public Works.
- The Town Manager stated that the 2004 Bond debt would be paid off in two years, and the annual payment of \$330,000 would significantly impact funds.

Mayor Roby introduced Billy Poff, a boy scout who was working on a merit badge and observing the Town Council meeting this evening.

CITIZEN COMPLAINTS

Vice Mayor Sherman inquired about the following citizen complaints:

Drainage and Vulture Problem at 270 Berry Street – The Director of Community Development stated that he had reached out to Mr. Herndon about his drainage and vulture issue but had not heard back from him. Mayor Roby stated that she had been to Mr.

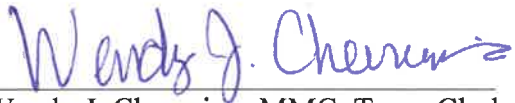
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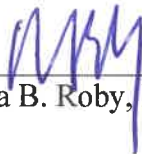
Herndon's property and there were dead birds everywhere. It was stated that perhaps Mr. Herndon was working with Culpeper Soil and Water to help find a solution to the problem. The Director of Community Development stated that he would reach out to Mr. Herndon tomorrow.

Flooding of John Reynold's Office on Madison Road – The Director of Community Development stated that engineers were working on this.

The Town Manager emphasized that when citizens had problems or complaints, they needed to fill out a Citizen Complaint Form which was available on the Town's website. The Town Manager stated that the Town needed an actual record of the complaint.

With no further business to come before Council, the meeting was adjourned at 8:25 p.m.


Wendy J. Chewning, MMC, Town Clerk


Martha B. Roby, Mayor

Town Council Meeting Minutes
October 17, 2022
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The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Councilmembers present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. "Rick" Sherman, Jr., Councilmembers Elliott Fox, Jr., and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, and Director of Finance Dianna Gomez. Councilmember Timothy Bosford, Jr. was absent.

CALL TO ORDER

Henry Snyder from Boy Scout Troop 14 led the Pledge of Allegiance. Mayor Roby welcomed Henry to the meeting. Henry stated that he was working toward his Boy Scout Citizen in the Community Badge.

ADOPTION OF AGENDA

The Town Manager recommended adding the discussion of status of attendance of upcoming events to reports and discussion of December Town Council meeting to the end of New Business.

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to adopt the agenda, as amended. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – absent, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

PUBLIC COMMENT

There was no Public Comment.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF
SEPTEMBER 19th AND OCTOBER 3rd, 2022

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Fox, to adopt the agendas of September 19th and October 3rd, 2022, as amended. Councilmember Waugh-Robinson offered a friendly amendment changing the word agendas to minutes. The amendment was accepted. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – absent, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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FINANCE REPORT – DIRECTOR OF FINANCE

The Director of Finance stated that she would be reporting on the third month of FY 2023:

The Director of Finance stated that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$38,000 for Meals Tax and \$50,000 for Local Sales Tax. The Director of Finance stated that \$42,000 had been collected in delinquent Real Estate taxes and \$60,000 in Personal Property delinquencies.

The Director of Finance stated that Water Sales Revenue through September was \$403,649. The Director Finance stated that revenue came in \$35,000 above budget.

The Director of Finance stated that Sewer Sales Revenue through September was \$493,935. The Director of Finance stated further that the revenue was favorable for September at \$17,000 for the year.

The Director of Finance stated that payments for September were \$574,707. The Director of Finance stated further that the payments included \$86K to WW Associates for Standpipe engineering, \$22K for ODA, \$29K to Marion Enterprises for the Madison Road sidewalk project, and \$20K to the Orange Volunteer Fire Company. The Director of Finance stated that the remaining payments were normal course of business expenses.

The Director of Finance stated that Expenditures from the \$2,643,592 ARPA tranche 1 funding amounted to \$603,576 ITD, of which \$85,000 went toward engineering services for the Liquid Feed project at the Water Plant, \$231,132 went toward the new SCADA system for the Sewer Plant, and \$287,444 went to Standpipe Engineering services. The Director of Finance stated that we have received the second funding of \$2,643,592, but there had been no disbursements yet.

MISCELLANEOUS

ROTARY CHRISTMAS PARADE

The Town Manager stated that the Rotary Christmas parade was being held on Saturday, December 3rd this year at 4:30 p.m. After discussion, it was consensus of Council to have a float in the parade and ask employees, children, and grandchildren to ride with them.

CHAMBER 98th ANNUAL AWARDS BANQUET

The Town Manager stated that the Chamber Annual Banquet was scheduled for Saturday, November 12th from 5:30 p.m. to 9:00 p.m. at The Pavilion on Lakeland Farm. The Town Manager requested that Council let the Town Clerk know within the next few days if they plan to attend the banquet so the Town Clerk could arrange for a table.

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DECEMBER TOWN COUNCIL MEETING

The Town Manager reported that Council normally only holds one meeting in the month of December. After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to move the regular Monday, December 19th regular meeting to the Monday, December 5th work session meeting date at 7 p.m. in the Town's Community Meeting Room.

RAPPAHANNOCK-RAPIDAN REGIONAL COMMISSION ANNUAL MEETING

The Town Manager reported that he and Mayor Roby would be attending the PD-9 Annual Meeting on October 26th in Sperryville. The Town Manager requested that Council let the Town Clerk know if they wished to also attend.

UNFINISHED BUSINESS

TOWN COUNCIL CONTINUED THE DISCUSSION OF CONCERTS IN THE PARK

The Town Clerk reported that at the request from Council there was an amended proposal from OEI events removing movies from the proposal and only having concerts. After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to proceed with Concerts in the Park with all contractual and specifications worked out between the Town Manager and Town Attorney, and a payment of \$21,000 for services rendered to be split over two years. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – absent, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Town Council requested that the music be different genres.

NEW BUSINESS

TOWN COUNCIL CONSIDERED APPROPRIATING FUNDS TO PURCHASE NEW CHAIRS FOR THE COMMUNITY MEETING ROOM

The Town Manager reported that during the Annual retreat a discussion was held to look at the replacement of the chairs in the Community Meeting Room. The Town Manager reported further that it was estimated that it would cost approximately \$9,500 for 100 chairs. The Town Manager stated that staff was requesting that the budget be amended, and that Town Council authorize staff to proceed with the purchase.

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After discussion, motion was made by Councilmember Roby, seconded by Vice-Mayor Sherman, to appropriate \$9,500 for the purchase of new chairs in the Community Meeting Room. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – absent, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Mayor Roby recommended purchasing two chairs first and trying them out. It was also recommended to sell the current chairs on GovDeals.

TOWN COUNCIL DISCUSSED THE WASTEWATER PLANT DUMP TRUCK AND TRASH TRUCK

The Town Manager reported that at the Wastewater Treatment Facility we own an International Dump Truck that was purchased when the facility was built. The Town Manager reported further that the Truck was now 11 years old and had 24,000 miles on it and was used to haul the sludge from the belt feeder plant.

The Town Manager reported that the engine in the truck needed to be replaced because it wasn't possible to repair. The Town Manager stated that this engine was a well-known problem with the International. The Town Manager reported that the Waste Plant was currently utilizing a 1997 PW truck #30 to haul the sludge that Public Works uses as a back-up truck.

We have a few options:

- 1) Replace the engine.
 - a. Cost is \$33K.
 - b. This would provide potentially a 5-year life.
 - c. Engine would experience same problems.
 - d. We would Utilize PW Truck #30 until repairs are complete.
 - e. With hauling the Truck to Harrisonburg, repairs could take up to a month.
 - f. Would anticipate replacing the Truck in FY-2028 at approx. \$150K plus.
- 2) Procure a replacement truck under emergency procurement.
 - a. Cost is estimated at \$117K
 - b. Should provide a minimum life of 10 years.
 - c. We would Utilize PW Truck #30 until replacement.
 - d. If ordering now, would expect delivery and being able to put in use around the end of the 1st quarter, 2024.
 - e. This vehicle would be a Freightliner and would be able to haul nearly as much (approx. 1 ton less) than the International. A new International truck could be expected to be delivered in FY-2025 at approx. \$150K plus.
 - f. This would be put in the FY-2024 budget.

The Town Manager stated that staff recommended option 2 as our preferred option.

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The Town Manager stated that our trash trucks were also both experiencing difficulties. The Town Manager stated further that the new truck had yet to be repaired and the old one was frequently breaking down. The Town Manager stated that we were considering two contractual options to provide some latitude with this situation:

- 1) Contracting with a local hauler. Prices have been discussed at \$200/hour. This would be in the event we do not have either truck working.
- 2) Renting a trash truck. This ability would require a few days delivery - the trucks to rent were out of state. Prices for this have been quoted at \$7,700 per month.

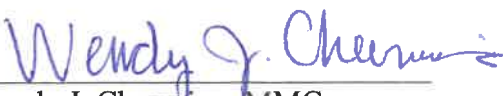
The Town Manager stated that we were looking into both of these options as they would only be exercised when needed.

After lengthy discussion, motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to amend this year's budget by \$130,000 to add the purchase of a freightliner vehicle. A friendly amendment was offered by Councilmember Waugh-Robinson to reduce the amount to \$117,000 and was accepted by Vice-Mayor Sherman. On roll call vote, Councilmember Bosford – absent, Councilmember Fox – aye, Vice-Mayor Sherman – aye, Councilmember Waugh-Robinson – aye, and Mayor Roby – aye. The motion carried unanimously.

ORANGE REVIEW

Mr. Andrew Hollins introduced himself as one of the new reporters covering the Towns and Orange County for the Orange County Review. Mr. Hollins stated that he was working on an article about the five individuals running for three seats in the upcoming November Council election and the reports of the challengers residency issues. Mayor Roby stated that the Town Attorney could discuss legal points and Council was trying not to get involved.

With no further business the meeting adjourned at 8:20 p.m.



Wendy J. Chewning, MMC
Town Clerk



Martha B. Roby, Mayor

Town Council Meeting Minutes
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The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Councilmembers present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. "Rick" Sherman, Jr., Councilmembers Timothy Bosford, Jr., Elliott Fox, Jr., and Donna Waugh-Robinson. Staff members present were: Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, Director of Community Development John Cooley, AICP, Director of Finance Dianna Gomez, and Police Chief Kiline Madison. Town Manager Gregory S. Woods was absent.

CALL TO ORDER

Councilmember Fox led everyone in the Pledge of Allegiance.

ADOPTION OF AGENDA

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Bosford, to adopt the agenda, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – absent, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

PUBLIC COMMENT

Barry and Marsha Jacobs of 11090 Landon Lane opposed Council authorizing the advertisement of a public hearing for the potential sale of a portion of the Lafayette Street property.

The following individuals appeared before Council to express their concerns regarding the recent Council election:

Davi Leventhal – 391 Piedmont Street, Orange
Council Member-Elect Jason Cashell – 133 East Main Street, Orange
Rita Carroll – 171 Landon Lane, Orange

Mayor Roby thanked everyone for their comments this evening. Mayor Roby stated that in response to the recent election, while Council was aware there are concerns and we are diligent about these concerns, Council does not run the election.

Mayor Roby stated further that the election was run by Orange County. Mayor Roby reported that per the Orange County Voter Registrar the election concerns had been taken to the Orange County Commonwealth Attorney.

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TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF OCTOBER 17, 2022

Vice-Mayor Sherman stated that Henry's last name was Sydnor not Snyder under Call to Order.

Motion was made by Councilmember Fox, seconded by Councilmember Bosford, to adopt the minutes of October 17, 2022, as corrected. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

FINANCE REPORT – DIRECTOR OF FINANCE

The Director of Finance stated that she would be reporting on the fourth month of FY 2023:

The Director of Finance stated that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$37,000 for Meals Tax, and 60,000 for Local Sales Tax. The Director of Finance stated further that \$45,000 had been collected in delinquent Real Estate taxes and \$70,000 in Personal Property delinquencies.

The Director of Finance stated that Water Sales Revenue through October was \$533,142. The Director Finance stated further that revenue came in \$21,000 above budget.

The Director of Finance stated that Sewer Sales Revenue through October was \$658,810. The Director of Finance stated further that the revenue was favorable for October at \$10,000 for the year.

The Director of Finance stated that payments for October were \$388,481. The Director of Finance stated further that the payments included \$27K to Edmonds for annual maintenance, and \$17K for Rinker Design (Madison/Main Street Signal Light, Hilltop Road), and the remaining payments were normal course of business expenses.

The Director of Finance stated that Expenditures from the \$2,643,592 ARPA tranche 1 funding amounted to \$603,576 YTD, of which \$85,000 went toward engineering services for the Liquid Feed project at the Water Plant, \$231,132 went toward the new SCADA system for the Sewer Plant, and \$287,444 went to Standpipe Engineering services. The Director of Finance stated further that we had received the second funding of \$2,643,592, but there had been no disbursements yet.

The Director of Finance reported that we had applied for the Safe Streets for All grant and the grant application had been accepted. The Director of Finance stated that the requested amount for the Jefferson Street sidewalk was \$490,500 and the grant would cover 80% of the project cost which was \$392,400.

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MISCELLANEOUS REPORTS

PERSONAL PROPERTY DUE DATE

A discussion was held by Council and staff regarding extending the late payment date for Personal Property taxes. The Town Attorney stated that she didn't think we could move dates because the dates were in the Code. The Town Attorney stated further that she would do some more investigating and report back to Council.

WATER REPORT TO COUNCIL

Councilmember Fox reported that the RSA figure on Water Report on page 9-8 was wrong and the Town Manager was going to talk to the Water Plant Facility Manager.

PD-9 ANNUAL MEETING

Mayor Roby stated that she and the Town Manager attended the PD-9 Annual Meeting on October 26th in Sperryville.

ROTARY CHRISTMAS PARADE

The Town Clerk stated that the Rotary Christmas parade was being held on Saturday, December 3rd this year at 4:30 p.m. and she needed an exact head count of who would be riding. Mayor Roby and Councilmember Bosford both stated they planned to ride.

DECEMBER TOWN COUNCIL MEETING

The Town Clerk reminded Town Council that the regular December Town Council meeting was being held on Monday, December 5th at 7 p.m. in the Town's Community Meeting Room.

NEW BUSINESS

TOWN COUNCIL CONSIDERED AUTHORIZING THE ADVERTISEMENT FOR PUBLIC HEARING FOR THE POTENTIAL SALE OF THREE LOTS OWNED BY THE TOWN OF ORANGE

The Town Attorney stated that the Town has had several requests for potential sales of three lots owned by the Town of Orange. The Town Attorney stated further that all requests trigger the process, and that three separate requests were made to include:

- 1) A portion of the Lafayette Street property.
- 2) Two separate lots acquired in the land acquisition from Norfolk Southern on Robinson Street known as lots:

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- a. Parcel 044A4002300070 – 0 Robinson Street
- b. Parcel 044A4002300080 - 0 Robinson Street

The Town Attorney stated that the Town Manager was requesting the authorization of a public hearing to declare the properties surplus.

The Town Attorney supported by the Director of Community Development clarified information for Town Council. After discussion, motion was made by Mayor Roby, seconded by Councilmember Waugh-Robinson, to authorize staff to advertise a Public Hearing for the potential sale of three lots owned by the Town of Orange to declare them surplus. On vote, Mayor Roby – aye, Vice-Mayor Sherman – nay, Councilmember Bosford – nay, Councilmember Fox – nay, and Councilmember Waugh-Robinson – nay. The motion failed with one member voting aye and the other four voting nay.

TOWN COUNCIL CONSIDERED RECOMMENDING RE-APPOINTMENT OF ARTHUR BRYANT TO THE ORANGE COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to make a recommendation to Orange County to re-appoint Mr. Arthur Bryant to serve as the Town's representative on the County's Economic Development Authority. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

DISCUSSION OF BUY-OUT OF TOWERCOM LEASE

The Town Attorney stated that staff had received an offer from TowerCom to buyout the current antennae lease and provide for a 40-year lease of the property for a one-time lump sum payment of \$250,000. The Town Attorney stated that after the 40 years were up the Town would be free to lease the land again to TowerCom or some other provider for usage of the land.

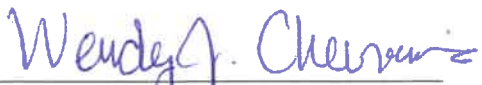
After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to authorize the Town Manager to complete the buy-out of the lease to TowerCom. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN HOLIDAY LIGHTS AND DECORATIONS

Mayor Roby stated that Public Works had been a bit delayed getting up lights and decorations in the Town this year due to the illness of a seasoned employee who normally did most of this.

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With no further business the meeting adjourned at 8:02 p.m.



Wendy J. Chewning, MMC
Town Clerk



Martha B. Roby, Mayor

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The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Councilmembers present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. "Rick" Sherman, Jr., Councilmembers Timothy Bosford, Jr., Elliott Fox, Jr., and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Town Clerk Wendy J. Chewning, MMC, Town Attorney Catherine Lea, Director of Community Development John Cooley, AICP, Director of Finance Dianna Gomez, and Police Chief Kiline Madison.

CALL TO ORDER

Councilmember Bosford led everyone in the Pledge of Allegiance.

ADOPTION OF AGENDA

The Town Manager stated that a business in Town would like to see Town Council re-address the consideration of authorizing public hearings advertisements for the potential sale of two lots in the Town of Orange on Robinson Street.

Mayor Roby added a Closed Session to the end of the agenda regarding Virginia State Code 2.2-3711, Subsection 3711, subsection 8 for the purpose of consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel involving communications from citizens related to the recent election.

Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Bosford, to adopt the agenda, as amended. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

PUBLIC COMMENT

Ms. Grayson Butterfield of 11499 Rapidan Road appeared before Council regarding her continued concern over local election integrity.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF
NOVEMBER 22, 2022

Motion was made by Councilmember Bosford, seconded by Vice-Mayor Sherman, to adopt the minutes of November 21, 2022, as corrected. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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REPORTS

PRESENTATION OF THE FY2022 AUDIT REPORT

Mr. Benjamin Packett, CPA, of Robinson, Farmer, Cox and Associates presented the FY22 Audit Report.

After discussion, Mr. Packett thanked the Town staff for their dedication and for their good working relationship.

PRESENTATION BY VIRGINIA MAIN STREET

Ms. Rebecca Rowe, Assistant Director of Virginia Main Street, presented General Main Street information and best practices for new accreditation criteria to assist the Town and ODA.

After discussion, Mayor Roby stated that the Town wanted ODA to be a vibrant partner. Mayor Roby stated it made good sense for the community and she looked forward to the Town working with ODA.

FINANCE REPORT – DIRECTOR OF FINANCE

The Director of Finance stated that she would be reporting on the fourth month of FY 2023:

The Director of Finance stated that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$55,000 for Meals Tax, and \$73,000 for Local Sales Tax. The Director of Finance stated further that Delinquent Real Estate Taxes had not changed since the last meeting, and Personal Property Tax Delinquencies amounted to \$77,000.

The Director of Finance stated that Water Sales Revenue through November was \$647,004. The Director Finance stated further that Revenue was projected to be at budget for the year.

The Director of Finance stated that Sewer Sales Revenue through November was \$811,300. The Director of Finance stated further that the revenue was projected to come in \$57K unfavorable for the year due to the reduction of sewer availability fees in the forecast.

The Director of Finance stated that payments for November were \$707,880. The Director of Finance stated further that the payments included \$325K to VRA for the Wastewater debt related to the 2014 refinancing, and the remaining payments were normal course of business expenses.

The Director of Finance stated that Expenditures from the \$2,643,592 ARPA tranche 1 funding amounted to \$634,898 YTD, of which \$86,000 went toward engineering services for the Liquid Feed project at the Water Plant, \$231,132 went toward the new SCADA system for the Sewer Plant, and \$317,016 went to Standpipe Engineering services. The Director of Finance stated

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further that we had received the second funding of \$2,643,592, but there had been no disbursements yet.

The Director of Finance reported that we have not received an update for the Safe Streets for All grant. The Director of Finance reported further that she was working with Aaron Hines on a Cyber Security grant application, but the potential amount of the funding was not know yet.

UNFINISHED BUSINESS

CONSIDERATION OF RESOLUTION (RES2023-04) AMENDING THE BUDGET FOR THE WASTEWATER PLANT DUMP TRUCK

The Town Manager stated that Town Council had already approved the purchase of the Wastewater Plant Dump Truck from the Reserve Fund. The Town Manager stated that tonight before Council was a Resolution (RES2023-04) for consideration which would amend the FY23 Budget allowing for the purchase of a new dump truck at the Wastewater Plant.

Motion was made by Councilmember Bosford, seconded by Vice-Mayor Sherman, to adopt Resolution (RES2023-04) amending the FY2023 budget for the purchase of a new dump truck at the Wastewater Treatment Plant. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

CONSIDERATION TO EXTEND PERSONAL PROPERTY TAXES DUE DATE FOR 2022

The Director of Finance requested a change to this year's Personal Property Tax due date from December 5, 2022, to December 19, 2022. The Director of Finance stated that the request was being made due to the delay in the mailing of tax bills. The Director of Finance reported that the delay was partly caused by the extra time needed to update the tax rate to offset the increased values which was equalizing the billing compared to last year. The Director of Finance stated that this request was temporary and only affected 2022 Personal Property tax bills.

The Town Attorney stated that she verified the Town could extend the tax due date.

After discussion, motion was made by Councilmember Bosford, seconded by Councilmember Waugh-Robinson, to extend the personal property tax due date from December 5, 2022, to December 19, 2022. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Town Council requested that this change be advertised on the Town's website, Town's Facebook page, and a Code Red be sent out announcing the extension of due date.

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TOWN COUNCIL CONSIDERED AUTHORIZING THE ADVERTISEMENT FOR TWO PUBLIC HEARINGS FOR THE POTENTIAL SALE OF TWO LOTS OWNED BY THE TOWN OF ORANGE

The Town Manager stated that the Town has had a request from business owners to reconsider the advertisements for public hearings for the potential sale of the two lots owned by the Town of Orange to include:

- 1) Two separate lots acquired in the land acquisition from Norfolk Southern on Robinson Street known as lots:
 - a. Parcel 044A4002300070 – 0 Robinson Street
 - b. Parcel 044A4002300080 - 0 Robinson Street

Vice-Mayor Sherman inquired why would you just keep the one piece. The Town Manager stated that the authorization of a public hearing was to declare the properties surplus. The Town Manager stated that we have had two separate inquiries independent of each other about the properties.

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to authorize staff to advertise two Public Hearings for the potential sale of two Robinson lots owned by the Town of Orange to declare them surplus. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

NEW BUSINESS

TOWN COUNCIL CONSIDERED A RESOLUTION FOR THE RAPPAHANNOCK REGIONAL CRIMINAL JUSTICE ACADEMY AMENDING THE CHARTER AGREEMENT

The Chief of Police reported that the bylaws had changed for the Police Academy members and that the Rappahannock Regional Criminal Justice Academy was requesting a resolution from all jurisdictions to allow the Charter Agreement to be amended.

Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Fox, to move that Town Council adopt the 2022 Charter Amendments Resolution for the Rappahannock Regional Criminal Justice Academy, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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TOWN COUNCIL CANCELED THE MONDAY, JANUARY 2, 2023, TOWN COUNCIL MEETING BECAUSE IT FELL ON A TOWN HOLIDAY, NEW YEAR'S DAY

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to move that Town Council cancel the Monday, January 2, 2023, Town Council work session meeting because it fell on a Town holiday, New Year's Day observed. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN COUNCIL CONSIDERED MOVING THE DATE OF THE REGULAR SCHEDULED MONDAY, JANUARY 16, 2023, TOWN COUNCIL MEETING TO TUESDAY, JANUARY 17th BECAUSE IT FELL ON A TOWN HOLIDAY – MARTIN LUTHER KING JR. DAY

Motion was made by Councilmember Bosford, seconded by Councilmember Waugh-Robinson, to move that the Monday, January 16, 2023, Town Council meeting be moved to Tuesday, January 17, 2023, because the regularly scheduled Monday meeting fell on a Town holiday – Martin Luther King Jr. Day. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

The Town Clerk reminded everyone that we would be honoring Councilmembers Bosford and Fox with a reception for their service on Tuesday, January 17th at 6 p.m. in the Town's Community Meeting Room.

ROTARY CHRISTMAS PARADE

Mayor Roby stated that the Rotary Christmas Parade was excellent. Mayor Roby also commented how beautiful the storefronts were in Town and how it was so nice to have something to do most of the day this past Saturday.

TOWN COUNCIL WILL HOLD A CLOSED SESSION UNDER STATE CODE SECTION 2.2-3711, SUBSECTION 8 FOR THE PURPOSE OF CONSULTATION WITH LEGAL COUNSEL REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY SUCH COUNSEL INVOLVING COMMUNICATIONS FROM CITIZENS RELATED TO THE RECENT ELECTION

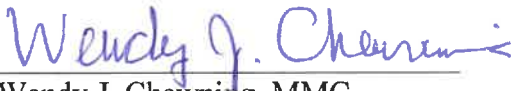
Motion was made by Mayor Roby, seconded by Councilmember Waugh-Robinson, to move into closed session under the provisions of State Code Section 2.2-3711, subsection 8 for the purpose of consultation with legal counsel regarding specific legal matter requiring the provision of legal advice by such counsel involving communications from citizens related to the recent election. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Bosford – aye, Councilmember Fox – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

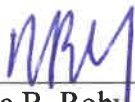
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A five-minute recess was held before going into closed session.

Motion was made by Councilmember Bosford, seconded by Vice-Mayor Sherman, to leave closed session and reconvene in regular session. On roll call vote, Councilmember Waugh-Robinson – aye, Councilmember Bosford – aye, Councilmember Fox – aye, Vice-Mayor Sherman – aye, and Mayor Roby – aye. All members swore that they only discussed matters lawfully permitted under the State Code and so noted in the motion convening the Closed Session.

With no further business the meeting adjourned at 9:30 p.m.


Wendy J. Chewning, MMC
Town Clerk


Martha B. Roby, Mayor