

Town Council Meeting Minutes
July 17, 2023
Page One

The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Council Members present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. Sherman, Jr., and Councilmembers Jason R. Cashell, Jeremiah V. Pent, 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, Police Chief Kiline Madison, and Lieutenant Rebecca Tidwell.

CALL TO ORDER

The Mayor called the meeting to order at 7 p.m. The Town Clerk called roll and noted that there was a quorum present.

ADOPTION OF AGENDA

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

PUBLIC COMMENT

Mrs. Jess Cifizzarri appeared before Council thanking them for the Summer Music in the Park concert series. Mrs. Cifizzarri stated that she loved to see the Town working with the business community. Mrs. Cifizzarri stated further that she would like to see the Town support the Town's Halloween/Fall weekend again this year and perhaps the Downtown Holiday Village. She stated that last year worked well. Mayor Roby stated that ODA was doing the events mentioned this year.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF JUNE 20, 2023

Vice-Mayor Sherman stated that a correction needed to be made under the RSA-ODA Contract Approvals on page 4-4. Vice-Mayor Sherman stated that the motion should have read "the motion carried".

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to adopt the minutes of June 20, 2023, as amended. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Town Council Meeting Minutes
July 17, 2023
Page Two

REPORTS

FINANCE REPORT

The Director of Finance reported that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$248K for Meals Tax, \$54K for Personal Property tax, and \$117K for Local Sales tax. The Director of Finance stated that the remaining Real Estate tax delinquencies including the first half of 2023 have become minimal. The Director of Finance stated further that staff will continue to work on collections but will no longer report on them. The Director of Finance stated that we had collected \$176K in Personal Property tax delinquencies.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$210K favorable to budget due to rate increases.

The Director of Finance reported that Water Sales Revenue through June was \$1.5M, and revenue was projected to be 412K below budget (excluding reserves) for the year due to the removal of the VDH Grant of \$400K from the projection. The Director of Finance reported that the Town had received a funding agreement for \$2.7 million from VDH for the next fiscal year. The Director of Finance reported further that the funding agreement had been signed by the Town of Orange and was being processed by the VDH.

The Director of Finance reported that Sewer Sales Revenue through June was \$2.1M and revenue was projected to be \$185K unfavorable for the year (excluding reserves) due to lower than planned sewer availability fees.

The Director of Finance reported that payments for June were \$619K. The Director of Finance reported that \$59K was paid to Acme Parking Lot Striping, Inc., \$66K was paid to Mid-Atlantic Waste Systems for repairs to the trash truck, and \$23K was paid to WW Associates for the Macon Road Water Tank Mixer design. The other payments were normal course of business.

The Director of Finance reported that expenditures from the \$5.3M ARPA funding are \$734K ITD, of which \$102K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the new SCADA system for the Sewer Plant and \$401K has gone to Standpipe Engineering services and a new generator.

Town Council Meeting Minutes
July 17, 2023
Page Three

The Director of Finance gave a brief summary from the Virginia Investment Pool Quarterly report – Inflation continued to moderate as the 12-month inflation number for June was 3.0%. While still above the Fed target rate of 2%, the Federal Reserve did not raise the overnight federal funds rate at its June meeting. The Director of Finance stated that the VIP Stable Value fund yield was 5.25% for June. The Director of Finance stated further The Town of Orange had \$906K invested in the fund. The Director of Finance stated the VIP High Quality Bond fund yield was 4.98% for June. The Director of Finance stated The Town of Orange had \$658K invested in the fund.

Mayor Roby thanked Dianna Gomez and John Cooley for all of their hard work collecting data and obtaining the \$2.7 million grant from VDH for the building of the new standpipe.

REPORT FROM ODA

ODA President, Cameron Hamilton, reported to Council on recently sponsored events and events to come by the ODA. Mr. Hamilton stated that he completely believed in the collaboration with businesses on events and looked forward to working with them on the Halloween event and Downtown Holiday Village. Mayor Roby inquired whether the ODA was working on the Halloween event. Mr. Hamilton stated that the ODA had a couple of things they were working on and needed to finish up and hoped to start working on the Halloween event very soon.

Mr. Hamilton gave a report on the Farmer's Market. Mr. Hamilton reported that there were currently approximately 34 vendors and the market was happening twice a month. Mr. Hamilton reported that ODA wanted to increase to have the Market every Saturday of the month. Mr. Hamilton reported that they got in late with the farms this year but hoped that they would have more agricultural produce next year.

Mr. Hamilton stated that the Business Brunch gave good feedback. Mr. Hamilton stated that the ODA was having the Orangetober Fest again this year on September 23rd and was looking to have a Bluegrass Festival in the Spring. Mr. Hamilton stated that the ODA was also looking into hosting a restaurant week with a Food Truck Zone. Mr. Hamilton thanked Town Council for all of their support.

MISCELLANEOUS REPORTS

The Town Manager stated the Rappahannock-Rapidan Regional Commission Annual Meeting was scheduled for October 4, 2023, at Old House Winery.

The Town Manager stated that the Town of Orange was the only Town that qualified for the Strategy Development Grant.

Town Council Meeting Minutes
July 17, 2023
Page Four

UNFINISHED BUSINESS

TOWN COUNCIL CONTINUED A DISCUSSION ON PARKLETS ON MAIN STREET

The Town Manager stated that the Director of Community Development was attending a conference and had put materials together on parklets. The Town Manager recommended that Council take a look at this material and be prepared to discuss at the next work session meeting. The Town Manager stated that no matter what was done, we needed to be fair to all businesses and parklets would take away from parking.

NEW BUSINESS

TOWN COUNCIL CONSIDERED THE RE-APPOINTMENT OF STEVE SYLVIA TO THE TOWN'S INDUSTRIAL DEVELOPMENT AUTHORITY WITH A TERM TO EXPIRE AUGUST 1, 2027

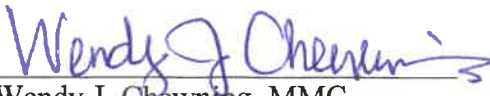
The Town Manager stated that staff had reached out to Mr. David Rutt and Mr. Steve Sylvia whose terms expire on the Town's IDA on July 30, 2023. The Town Manager reported that Mr. Sylvia wished to be re-appointed, and Mr. Rutt did not. The Town Manager stated that there was now a vacancy on the Town's IDA. The Town Manager stated that he had someone in mind to fill this vacancy and he planned to talk to them to see if they were interested. Councilmember Pent stated that Town Council needed to provide the IDA more of a vision.

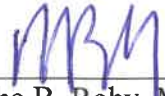
Motion was made by Vice-Mayor Sherman, seconded by Councilmember Pent, to re-appoint Steve Sylvia to the Town's Industrial Development Authority with a term to expire August 1, 2027. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

FIBERLYNC

Vice-Mayor Sherman stated that he had talked to Supervisor Jim White and a request letter was coming from Fiberlync. Vice-Mayor Sherman stated that he would like this put on the August Work Session Agenda for discussion. The Town Manager stated that staff had already received the letter and denied it due to being outside the scope of the Right-of-Way Agreement.

With no further business the meeting adjourned at 8:35 p.m.


Wendy J. Chewning, MMC
Town Clerk


Martha B. Roby, Mayor

Town Council Meeting Minutes
August 8, 2023
Page One

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., Councilmembers Jason Cashell, Jeremiah Pent, and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Town Clerk Wendy J. Chewning, MMC, and Town Attorney Catherine Lea.

CALL TO ORDER

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

Mayor Roby thanked council members and staff for rearranging their schedules this evening due to the postponement of last night’s scheduled work session meeting due to the weather. Mayor Roby stated that she was glad that the weather wasn’t as bad as predicted but didn’t want to take any chances.

ADOPTION OF AGENDA

Vice-Mayor Sherman recommended adding the discussion of roosters to the agenda.

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

CONTINUED DISCUSSION OF ECONOMIC DEVELOPMENT POSITION

The Town Manager stated that he put this item on the agenda for discussion because he needed to know if the Town Council wanted to hire the current Economic Development position. The Town Manager stated further that we currently had sixteen applicants for the position with at least eight qualified for consideration.

Councilmember Pent stated that this item was probably on the agenda this evening because he mentioned to the Town Manager that he thought more discussion was going to be held by Town Council on the Town’s vision for Economic Development before any hiring was done and then suddenly, he saw that the position had been advertised. Councilmember Pent stated that he felt the Town Manager had been directed to advertise the position. Councilmember Pent inquired about the Town’s Community Development position and asked about its job description and whether the two positions would overlap. The Town Clerk stated that the job descriptions were not the same. Councilmember Waugh-Robinson stated that she saw the Director of Community Development’s job description as a person who developed the Town’s infrastructure and oversaw that the Town’s Ordinances were adhered to (Sign and Zoning Ordinance). Councilmember Waugh-Robinson stated the Economic Development Director would be focused on getting new businesses into Town. Councilmember Waugh-Robinson stated further that the

Town Council Meeting Minutes
August 8, 2023
Page Two

Economic Development Manager would also be tasked with procuring services that had been lost (i.e., another grocery store, dry cleaning business, etc.). The Town Manager read the Director of Community Development's job description. The Town Manager stated that the Director of Community Development's main jobs were Subdivisions, Planning and Zoning, but that the next two years he would be focused mainly on seeing that ARPA funding projects got completed.

Councilmember Pent stated that he felt we were already paying the Orange Downtown Alliance for Economic Vitality and that the \$80,000 to be paid to a new Economic Development Manager could be better spent on esthetics for the Town to include increasing the façade grant.

Councilmember Pent stated that he was told during budget discussions that the Economic Development position could be revisited. Councilmember Pent stated that there needed to be a clear vision of what exactly was wanted or needed with Economic Development for the Town before anyone was hired. Mayor Roby stated that she was disappointed that Councilmember Pent would think that someone would do something behind his back. Mayor Roby stated further that this was not how the Town Council did things around here. Mayor Roby stated that the Town Manager advertised the position because it was in the budget. Mayor Roby stated that there needed to be a creative vision for our Town and this person could help lead us to this. Councilmember Cashell commented that it appeared the intent was to hire the manager and then let them write the job description. Councilmember Cashell stated that the Town Council should have an Economic Development vision before this person was hired. The Town Attorney reminded Council that the Town Manager was the Chief Executive Officer of the Town with all hiring powers except specified for Council, so once the budget was approved, he had the authorization to proceed with the hiring. The Town Manager stated that this item was put on the agenda because of these discrepancies.

After more discussion, motion was made by Councilmember Pent, seconded by Councilmember Cashell, to move per the Town Manager's question to the Council regarding the Economic Development Manager's position of the Town, that he postpone the hiring of the position, until Council clarified an Economic Development vision. On vote, Mayor Roby – aye, Vice- Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – nay. The motion carried with one member voting nay.

DISCUSSION OF THE GARDNER PROPERTY

Mayor Roby stated that she requested that the Gardner Property be put on the agenda for discussion. Mayor Roby stated that the Town had cleaned up the property and now it was time to poll the citizens of the Town to see what they would like on that property. The Town Manager reported that digging on that property was questionable and that the intention was to pave with seasonal activities (pickleball, iceless skating rink, etc.). The Town Manager reported that the Town initiated this clean-up for the taxpayers' use. The Town Manager reported further that the Town only owned two-thirds of the property with CSX (Buckingham Branch) and the Sedwick's owning the rest. Mayor Roby stated that a plan was definitely needed for the property

Town Council Meeting Minutes
August 8, 2023
Page Three

and that all projects might not be feasible because of the disturbing of the ground. Councilmember Cashell inquired if the property wasn't big enough could we contact CSX/Buckingham Branch and the Sedwick's for the possibility to go bigger. After discussion, it was the consensus of Council to have the Mayor and Town Manager talk to CSX/Buckingham Branch about obtaining more property and to start polling citizens to see what they would like on the property.

DISCUSSION ON ROOSTERS

Mayor Roby stated that she and Vice-Mayor Sherman had received complaints regarding roosters in Town. Vice-Mayor Sherman inquired whether the Town Attorney could research what other localities were doing about roosters. The Town Attorney stated that she had done a draft rooster ordinance a couple of years ago, but no action was taken on it. The Town Attorney stated that she would check into this and bring it back to Council at a later date.

TOWN COUNCIL WILL HOLD A CLOSED SESSION UNDER 2.2-3711, SUBSECTION 8 FOR THE PURPOSE OF CONSULTATION WITH LEGAL COUNSEL REGARDING NEGOTIATION POTENTIAL OF CONTRACT RELATED MATTERS

Motion was made by Mayor Roby, seconded by Vice-Mayor Sherman, 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 negotiation potential of contract related matters. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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

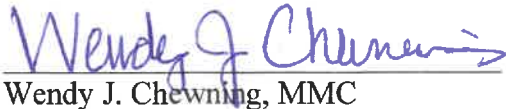
Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to leave closed session and reconvene in regular session. On roll call vote, Councilmember Waugh-Robinson – aye, Councilmember Pent – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, and Mayor Roby -aye. All members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

BOOKLET – TOWN COUNCIL A PRIMER FOR CANDIDATES AND NEW COUNCIL MEMBERS

The Town Attorney presented a booklet to the Town Council to review entitled “ Town Council – A Primer for Candidates and New Council Members”. The Town Manager stated that this would be on an agenda for discussion at a later date.

Town Council Meeting Minutes
August 8, 2023
Page Four

With no further business the meeting adjourned at 9:05 p.m.

A handwritten signature in blue ink, reading "Wendy J. Channing", written over a horizontal line.

Wendy J. Channing, MMC
Town Clerk

A handwritten signature in blue ink, reading "MBR", written over a horizontal line.

Martha B. Roby, Mayor

Town Council Meeting Minutes
August 21, 2023
Page One

The Orange Town Council held a regular meeting at 7 p.m. in the Town's Community Meeting Room. Town Council Members present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. Sherman, Jr., and Councilmembers Jason R. Cashell, Jeremiah V. Pent, 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.

CALL TO ORDER

Mayor Roby led everyone in the Pledge of Allegiance.

The Mayor called the meeting to order at 7 p.m. The Town Clerk called roll and noted that there was a quorum present.

ADOPTION OF AGENDA

The Town Manager recommended adding the consideration of appointment of Sam Kessler to the Town's IDA to replace the vacancy left by Dave Rutt 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 Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

PUBLIC COMMENT

Ms. Anna Pillow, Executive Director of The Arts Center of Orange, outlined the current ongoing happenings at the Center to include an upcoming modern art exhibition on August 31st and a mural painting.

Ms. Julia Lyman of 237 Blue Ridge Road sent in an email that she supported The Arts Center of Orange Pop Art and Pop Art Movement.

Mr. Pat McAloon of 155 West Main Street ran an Economic Development idea by Town Council to include painted lines that lead to all businesses. Mr. McAloon stated that this would help businesses who are off the beaten track get more business.

Town Council Meeting Minutes
August 21, 2023
Page Two

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF JULY 17TH
AND AUGUST 7TH, 2023

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to adopt the minutes of July 17th and August 7th, 2023, as presented. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

FINANCE REPORT

The Director of Finance stated that she would be reporting on the first month of FY24.

The Director of Finance reported that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$25K for Meals Tax. The Director of Finance stated that we had collected \$182K in Personal Property tax delinquencies.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$15K favorable to budget due to rate increases and ARPA Fund deposits.

The Director of Finance reported that Water Sales Revenue through July was \$121K and revenue was in line with the budget.

The Director of Finance reported that Sewer Sales Revenue through June is \$173K and revenue was in line with the budget.

The Director of Finance reported that expenditures from the \$5.3M ARPA funding are \$734K ITD, of which \$102K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the new SCADA system for the Sewer Plant and \$401K has gone to Standpipe Engineering services and a new generator. The Director of Finance stated that the VDH funding would also be reported here going forward. The Director of Finance stated further that Standpipe expenses would be submitted on a quarterly basis and reimbursed at 95%, with the remaining 5% paid at the end of the project.

Town Council Meeting Minutes
August 21, 2023
Page Three

The Director of Finance gave a brief summary from the Virginia Investment Pool Quarterly report – Inflation continued to moderate as the 12-month inflation number for July was 3.2%. The Director of Finance stated that the Federal Reserve raised the overnight federal funds rate by 0.25% at its July meeting and the VIP Stable Value fund yield was 5.33% for July. The Director of Finance reported that the Town of Orange has \$910K invested in the fund. The Director of Finance reported that the VIP High Quality Bond fund yield was 4.99% for July and the Town of Orange had \$660K invested in the fund.

MISCELLANEOUS REPORTS

Councilmember Cashell stated that thanks to Dani Riveria, he and the Town Manager were able to arrange a tour of Town facilities for the Just Orange group. Councilmember Cashell stated that 12 kids participated.

The Town Manager stated that the next Rappahannock-Regional Commission meeting was this Wednesday, July 19th. A discussion was held on who could attend the PD-9 Annual Dinner and it was decided that all five Council Members would attend along with the Town Manager.

Councilmember Waugh-Robinson stated that the Orange Downtown Alliance was supposed to meet today, but the meeting was cancelled. Council Waugh-Robinson stated further that the meeting was not re-scheduled. Councilmember Waugh-Robinson reported that we had not received financials from ODA for months and ODA needed to be discussed at the Retreat.

UNFINISHED BUSINESS

TOWN COUNCIL CONTINUED A DISCUSSION ON PARKLETS ON MAIN STREET

The Director of Community Development gave a brief update on parklets. A lengthy discussion was held by Town Council and staff on parklets. After discussion, it was decided that since Forked on Main was the only business that had requested a parklet that staff would write up something for Council's review and speak to Stephanie at Forked on Main to see if she was even still interested in a parklet.

TOWN COUNCIL CONTINUED A DISCUSSION ON ROOSTERS

The Town Attorney went over a rough draft Rooster ordinance that she had crafted. It was questioned whether all animals could be added to the barking dog ordinance. After discussion, motion was made by Councilmember Pent, seconded by Vice-Mayor Sherman, to have the Town Attorney craft an ordinance prohibiting roosters and bring back to Council for discussion and consideration at a later date. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Town Council Meeting Minutes
August 21, 2023
Page Four

NEW BUSINESS

TOWN COUNCIL CONSIDERED A RESOLUTION (RES2024-01) ADOPTING THE RSA WATER RATE AT \$4.215 PER 1,000 GALLONS OF WATER EFFECTIVE OCTOBER 1, 2023

The Town Manager stated that a new RSA water rate was before Council for consideration was \$4.215 per 1,000 gallons of water effective October 1, 2023.

After discussion, motion was made by Councilmember Pent, seconded by Vice-Mayor Sherman, to adopt the RSA Water Rate at \$4.215 per 1,000 gallons of water effective October 1, 2023. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN COUNCIL CONSIDERED A RESOLUTION (RES2024-02) CARRYING OVER FUNDS FROM FY2023 to FY2024

The Town Manager stated that carryovers mainly consist of State Highway Maintenance Funds and ARPA fund carryovers. The Town Manager stated further that sidewalks would be discussed at the Retreat.

Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to adopt Resolution (RES2024-02) carrying over funds from FY2023 to FY2024, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN COUNCIL CONSIDERED RESOLUTION (RES2024-03) COMMENDING THE RAPPAHANNOCK-RAPIDAN REGIONAL COMMISSION ON ITS 50TH ANNIVERSARY

The Town Manager stated that before Town Council was a Resolution commending the Rappahannock-Rapidan Regional Commission's 50th Anniversary. The Town Manager stated that the PD-9 Annual meeting was Thursday, October 4th at Old House Vineyards. The Town Clerk stated that she needed a head count on who was attending the dinner. It was decided that all five Council Members and the Town Manager would attend.

Motion was made by Councilmember Pent, seconded by Councilmember Waugh-Robinson, to adopt Resolution (RES2024-03) commending the Rappahannock-Rapidan Regional Commission on its 50th Anniversary. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Town Council Meeting Minutes
August 21, 2023
Page Five

TOWN COUNCIL CONSIDERED AN ORDINANCE (ORD2024-01) APPROPRIATING
STATE HIGHWAY MAINTENANCE FUNDS

The Town Manager reported that these State Highway Maintenance Funds would fund a year of line painting.

After discussion, motion was made by Vice-Mayor Sherman, seconded by Councilmember Pent, to adopt Ordinance (ORD2024-01) appropriating State Highway Maintenance Funds. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Councilmember Pent requested that the Town get a different line painter.

TOWN COUNCIL CONSIDERED CANCELING THE MONDAY, SEPTEMBER 4TH WORK
SESSION MEETING BECAUSE IT FALLS ON A TOWN HOLIDAY, LABOR DAY

The motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to recommend canceling the Monday, September 4th Work Session meeting because it fell on a Town holiday, Labor Day. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN COUNCIL CONSIDERED THE APPOINTMENT OF SAM KESSLER TO THE
TOWN'S INDUSTRIAL DEVELOPMENT AUTHORITY

The Town Manager stated that there was currently a vacancy on the Town's IDA because David Rutt did not wish to be re-appointed. The Town Manager stated that he had spoken to Sam Kessler who was interested in serving on the Town's IDA and he was recommending him for appointment. Councilmember Waugh-Robinson stated that she felt Sam Kessler would be a great asset to the Town.

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to appoint Sam Kessler to the Town's Industrial Development Authority with a term to expire August 1, 2027, filling the vacancy left by David Rutt. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN COUNCIL RETREAT

Mayor Roby requested that Town Council get to the Town Manager or the Town Clerk any Retreat Agenda items. The Town Manager stated that current items were: Economic Development position, ODA, Sidewalks, and Trash.

Town Council Meeting Minutes
August 21, 2023
Page Six

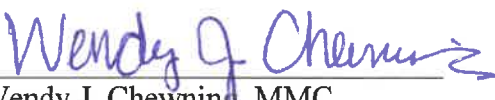
MUSIC IN THE PARK

The Town Clerk stated that the next Music in the Park was this coming Thursday, August 24th at 6 p.m. with The Unsuitables.

POLITICAL SIGNS

The Director of Community Development stated that there had been a number of political signs in the Town's right of way. The Director of Community Development stated that he did not pull the signs up but called the candidate to come and pick them up.

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
September 18, 2023
Page One

The Orange Town Council held a regular meeting at 7 p.m., in the Town's Community Meeting Room. Town Council Members present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. Sherman, Jr., and Councilmembers Jeremiah V. Pent, 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, Director of Community Development John Cooley, Chief of Police Kiline Madison, and Lieutenant Rebecca Moody. Councilmember Jason R. Cashell was absent.

CALL TO ORDER

Mayor Roby led everyone in the Pledge of Allegiance.

The Mayor called the meeting to order at 7 p.m. The Town Clerk called roll and noted that there was a quorum present.

ADOPTION OF AGENDA

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

PUBLIC COMMENT

Mayor Roby stated that the Council's agenda was long tonight, and that Public Comment was limited to three minutes per individual this evening.

Mr. Charlie Pitera – Just Orange Youth Ambassador requested that the Town of Orange Town Council consider adding a Skate Park at the old Gardener Property.

Miss Shayla Walters addressed safety issues that would come with a Skate Park. Miss Walters stated that the Park would be public and monitored by the Town Police Department and the Park location was right beside the Police Department.

Mrs. Dani Riveria representing Just Orange stated that everyone was in favor of the Skate Park and knew this was a big process to get moving along and to get the Environmental Study, but they were ready to undertake this and raise the money for the Park themselves if Council would approve this.

Town Council Meeting Minutes
September 18, 2023
Page Two

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF AUGUST 21, 2023

Vice-Mayor Sherman requested that on page 4-1 that the Town Clerk note that Julia Lyman was not present at the meeting, her comment was in the form of an email.

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to adopt the minutes of August 21, 2023, as amended. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

FINANCE REPORT

The Director of Finance stated that she would be reporting on the second month of FY24.

The Director of Finance reported that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$46K for Meals Tax. The Director of Finance stated that we had collected \$185K in Personal Property tax delinquencies.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$44K favorable to budget due to rate increases and ARPA Fund deposits.

The Director of Finance reported that Water Sales Revenue through August was \$252K and revenue was in line with the budget.

The Director of Finance reported that Sewer Sales Revenue through August is \$376K and revenue was in line with the budget.

The Director of Finance reported that expenditures from the \$5.3M ARPA funding are \$736K ITD, of which \$102K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the new SCADA system for the Sewer Plant and \$401K has gone to Standpipe Engineering services and a new generator, and \$3K had been used for the Macon Road Mixer. The Director of Finance stated that we had \$74K to submit to VDH for the Standpipe Construction.

The Director of Finance stated that staff had submitted an application for the Reconnecting Communities Planning Grant. The Director of Finance reported that this grant would provide safer and continuous walking, biking, and public access by creating an expanded Town Center.

Town Council Meeting Minutes
September 18, 2023
Page Three

The Director of Finance gave a brief summary from the Virginia Investment Pool Quarterly report – Inflation increased 0.6% with gasoline prices accounting for over half the increase. The Director of Finance reported that the 12-month inflation number for August was 3.7%. The Director of Finance reported further that the Federal Reserve did not meet in August.

MISCELLANEOUS REPORTS

The Town Attorney reported on two recent FOIA cases which could have an impact on public business, what constitutes a meeting, and quorums at public events. The Town Attorney advised Council to be observant of quorums and meetings.

Mayor Roby stated that the Director of Community Development had put a short survey on the Town's website inquiring about what citizens would like to see on the Gardner Property.

UNFINISHED BUSINESS

TOWN COUNCIL CONSIDERED A DEED AND RESOLUTION CONVEYING PROPERTY IDENTIFIED AS TAX MAP NO. 044A40023300080 TO TREEMONT LLC

The Town Attorney stated that Town Council made a decision back on January 17, 2023, to declare a portion of said land Tax Map No. 044A40023300080 was declared surplus property per Va. Code §15.2-1800. The Town Attorney also stated that Town Council held a public hearing on January 7, 2023, regarding the sale of said parcel, having determined that the parcel was not in the public use.

The Town Attorney stated that before Council this evening was the consideration of a deed and resolution to convey to Treemont, LLC, the parcel containing 0.665 acres, by Deed upon the receipt of the sum of Seven Thousand Five Hundred Dollars (\$7,500.00) and other consideration as agreed.

After discussion, motion was made by Vice-Mayor Sherman, seconded by Councilmember Pent, to authorize the execution of said deed and resolution for the sale of the Robinson Street Property No. 044A40023300080 to Treemont LLC, as presented. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried.

TOWN COUNCIL CONSIDERED A DEED AND RESOLUTION CONVEYING PROPERTY IDENTIFIED AS TAX MAP NO. 044A40023300070 TO TIGER FUEL COMPANY

The Town Attorney stated that Town Council made a decision back on January 17, 2023, to declare a portion of said land Tax Map No. 044A40023300070 was declared surplus property per Va. Code §15.2-1800. The Town Attorney also stated that Town Council held a public hearing

Town Council Meeting Minutes
September 18, 2023
Page Four

on January 7, 2023, regarding the sale of said parcel, having determined that the parcel was not in the public use.

The Town Attorney stated that before Council this evening was the consideration of a deed and resolution to convey to Tiger Fuel Company, the parcel containing 0.544 acres, by Deed upon the receipt of the sum of Seven Thousand Five Hundred Dollars (\$7,500.00) and other consideration as agreed.

After discussion, motion was made by Vice-Mayor Sherman, seconded by Councilmember Pent, to authorize the execution of said deed and resolution for the sale of the Robinson Street Property No. 044A40023300070 to Tiger Fuel Company, as presented. On vote: Mayor Roby – aye, Vice-Mayor Sherman – abstained, Councilmember Cashell – absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried with one member abstaining.

TOWN COUNCIL CONTINUED A DISCUSSION ON AN ORDINANCE PROHIBITING
ROOSTERS IN THE TOWN

The Town Attorney presented a draft rooster ordinance to Town Council. After a lengthy discussion, it was the consensus of Town Council to authorize staff to advertise a Public Hearing for the regular October 16th Town Council meeting, advertising the intent to ban roosters within the Town.

NEW BUSINESS

TOWN COUNCIL CONSIDERED RESOLUTION (RES2023-04) AFFIRMING THE
COMMITMENT TO FUND THE LOCALITIES SHARE OF THE IDENTIFIED REVENUE
SHARING PROJECT

The Director of Community Development reported that VDOT required two actions from localities regarding revenue sharing projects. The Director of Community Development reported further that the first action VDOT required was that the revenue sharing projects and costs be included in the CIP and the second action was a resolution must be passed by Town Council which documented Town Council's knowledge of the projects, their agreement to fund the localities share of the projects cost, and to provide signature authority to the Town Manager for the project. The Director of Community Development stated this must be completed and submitted with the final revenue sharing application before October 2, 2023.

After discussion, motion was made by Councilmember Waugh-Robinson, seconded Vice-Mayor Sherman, to adopt Resolution (RES2023-04) affirming the commitment to fund the Localities share of the identified revenue sharing projects, as amended, correcting the spelling of Selma and including only Porterfield Drive and Rapidan Road as the Revenue Sharing Projects for FY2027 and FY2028. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – absent, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried.

Town Council Meeting Minutes
September 18, 2023
Page Five

PRESENTATION OF CAPITAL IMPROVEMENTS PROGRAM (CIP)

The Director of Community stated that the Town was lucky to have ARPA funds to spend on all of these upcoming projects and that these projects must take precedence. The Director of Community Development stated further that the Standpipe was a 540 day project.

TOWN COUNCIL CONSIDERED MUSIC IN THE PARK FOR THE 2024 CALENDAR YEAR

The Town Manager stated that staff got a report today from OEI Events (Galen Greenlaw) regarding the Town's 2023 Music in the Park Series. The Town Manager reported that we had more than 22,000 Social Media impressions, 11 Local Businesses with direct benefit participation, and over 1800 attendees. The Town Manager stated that staff was hoping to get approval tonight from Town Council to start moving on the 2024 Music in the Park. After discussion, it was the consensus of Council to put Music in the Park in the 2024 Budget.

TOWN COUNCIL DISCUSSED THE FIBERLYNC COMMITTEE ASSIGNMENT

Mayor Roby stated that she requested that this item be placed on the agenda to discuss the Orange County Broadband Authority appointing Councilmember Pent to an Orange County Broadband Authority committee assignment. Mayor Roby stated that she and Councilmember Pent had met regarding this and she had explained to Councilmember Pent that Town Council normally recommends to the Board of Supervisors their recommendation for a committee appointment.

Councilmember Pent stated that while campaigning for Town Council that he expressed his desire to see high-speed internet in Town and once elected pursued trying to move things along. Councilmember Pent stated further that he talked to Orange County about a Town Council member being on a Broadband committee, but his appointment was news to him.

After a lengthy discussion, Mayor Roby stated that we must all be working at the whole desire of Council. Mayor Roby also stated that the Town Manager made the executive decisions for the Town. Mayor Roby asked Councilmember Pent to please not act on behalf of the Council without authorization of the Council.

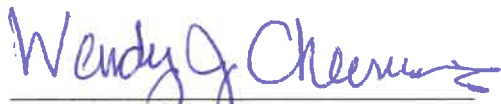
TOWN COUNCIL CONSIDERED A NEW LOGO SIGN IN THE COMMUNITY MEETING ROOM

Councilmember Pent stated that that he wanted to talk to Town Council about a more permanent and professional logo sign for the Community Meeting Room. After discussion, it was the consensus of Council to authorize Councilmember Pent to configure size and costs for the new logo sign and report back to Town Council at a later date.

Town Council Meeting Minutes
September 18, 2023
Page Six

The Town Manager reported that flags with the new logo were being ordered for Public Works, Town Hall, Taylor Park, and the Police Department. The Town Manager stated that some would have to wait until next year's budget because flag poles had to be ordered too.

With no further business the meeting adjourned at 8:47 p.m.



Wendy J. Cheering, MMC
Town Clerk



Martha B. Roby, Mayor

Town Council Retreat Meeting Minutes
Monday, October 2, 2023
Page One

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., Councilmembers Jason Cashell, Jeremiah Pent (arrived 4:05 p.m.) 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 Larry Bond, Director of Community Development John Cooley, Director of Finance Dianna Gomez, Police Chief Kiline Madison, and Police Lieutenant Rebecca Moody.

CALL TO ORDER

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

COUNCIL RETREAT – GENERAL DISCUSSIONS OF TRASH, SIDEWALKS, PUBLIC WORKS UPCOMING PROJECTS, AND CURRENT STATUS ON ARPA PROJECTS

A general discussion was held by Town Council and staff on trash, sidewalks, Public Works upcoming projects, and current status of ARPA projects.

ACTION ITEMS TAKEN BY COUNCIL DURING RETREAT MEETING:

- It was the consensus of the Council to use Dark Blue for the new residential trash cans and dark grey for the new commercial trash cans with a white logo.
- The Director of Public Works stated that the plan was to have the new trash collection system active along with ordinances implemented by July 1, 2024.
- Town Council requested more time to think about the list of new sidewalks.
- The Director of Public Works outlined Public Works upcoming projects.
- The Director of Community Development outlined the status of current ARPA projects: Standpipe, Standpipe Phase II, Liquid Feed System, Millimeter Intake Screen, Sewer Engineering Projects, Twyman Street/Macon Road Water Line Connector, Meter Replacement Project, and Dark Fiber Project. The Director of Community Development stated that the contractor had requested a section of the road be closed from South Madison to Blue Ridge Drive because they needed more space for equipment. The Director of Community Development stated that staff would be talking to neighbors affected.

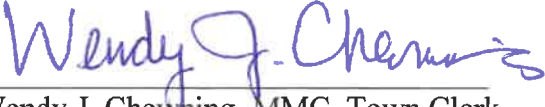
A 30-minute dinner break was held from 6:15 to 6:45 p.m.

Town Council Retreat Meeting Minutes
Monday, October 2, 2023
Page Two

NEXT MEETING

Mayor Roby stated that due to the late hour she was recommending moving the rest of the agenda items to a later date. It was consensus of Council to move the discussions of the Economic Development Manager, ODA Contract, and New Member Pamphlet to the Monday, November 6th Town Council Work Session meeting at 5 p.m. It was also consensus to hold the Park Updates at the regular October 16th Town Council meeting.

With no further business to come before Council, the meeting was adjourned at 8:10 p.m.


Wendy J. Chewning, MMC, Town Clerk


Martha B. Roby, Mayor

Town Council Meeting Minutes
October 16, 2023
Page One

The Orange Town Council held a regular meeting at 7 p.m., in the Town's Community Meeting Room. Town Council Members present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. Sherman, Jr., and Councilmembers Jason Cashell 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, Director of Community Development John Cooley, Chief of Police Kiline Madison, and Lieutenant Rebecca Moody. Councilmember Jeremiah Pent was absent.

CALL TO ORDER

Mayor Roby led everyone in the Pledge of Allegiance.

The Mayor called the meeting to order at 7 p.m. The Town Clerk called roll and noted that there was a quorum present.

ADOPTION OF AGENDA

The Town Manager recommended adding a Closed Session to the end of the meeting agenda in accordance with Section 2.2-3711(A)(8) to consult with legal counsel on a specific legal matter regarding the RSA contract.

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 Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

PUBLIC HEARING

TOWN COUNCIL HELD A PUBLIC HEARING ON PROPOSED ORDINANCE BANNING ROOSTERS WITHIN THE TOWN LIMITS

Mayor Roby called for staff presentation. The Town Attorney reported that before Council was an Ordinance banning roosters in the Town effective January 1, 2024.

Mayor Roby declared the Public Hearing open and called for Public Comment.

There was no Public Comment.

After discussion, motion was made by Councilmember Waugh-Robinson, and seconded by Vice-Mayor Sherman, to adopt Ordinance (ORD2023-04) banning roosters in the Town effective January 1, 2024. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

Town Council Meeting Minutes
October 16, 2023
Page Two

Rooster Ban Ordinance

Sec. 10-5 – Keeping of roosters prohibited.

It shall be unlawful for any person to maintain, keep or harbor any rooster on any premises, whether his own or those of another, anywhere within the town. Only hens, no roosters shall be kept. Owners of roosters shall have until January 1, 2024, to come into compliance with this section.

PUBLIC COMMENT

The following individuals appeared in Public Comment:

Marsha Jacobs of 11090 Landon Lane Extended appeared regarding Lafayette Street stating that this item should not be discussed again.

Robert Higginbotham of 16235 Constitution Highway requested to purchase a portion of property that the Town owned on Lafayette Street. Mr. Higginbotham stated that four businesses at the Silk Mill Complex were having parking issues, and he was trying to remedy this.

Pat McAloon owner of the Holladay House Bed and Breakfast recommended adding tourism to duties for the Town's Economic Development manager.

Sara Jaegar of 245 Piedmont Street stated that the Town should no longer fund the Orange Downtown Alliance.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF
SEPTEMBER 18TH AND OCTOBER 2ND, 2023

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to adopt the minutes of September 18th and October 2nd, 2023, as presented. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

REPORTS

FINANCE REPORT

The Director of Finance stated that she would be reporting on the third month of FY24.

Town Council Meeting Minutes
October 16, 2023
Page Three

The Director of Finance reported that the General Fund Tax revenues included the following significant YTD favorable variances to budget: \$73K for Meals Tax. The Director of Finance stated that we had collected \$190K in Personal Property tax delinquencies.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$70K favorable to budget due to rate increases and ARPA Fund deposits.

The Director of Finance reported that Water Sales Revenue through September was \$403K and revenue was in line with the budget.

The Director of Finance reported that Sewer Sales Revenue through August was \$585K and revenue was in line with the budget.

The Director of Finance stated that payments for September were \$728K of which \$182K was paid to Johnston Construction Company for Standpipe work, \$75K was paid to Rinker Design for sewer line designs, and \$67K was paid to Sydnor Hydro for an Intake pump.

The Director of Finance reported that expenditures from the \$5.3M ARPA funding are \$871K ITD, of which \$102K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the new SCADA system for the Sewer Plant and \$401K has gone to Standpipe Engineering services and a new generator, and \$3K had been used for the Macon Road Mixer. The Director of Finance reported further that \$73K started the Sewer Lines Engineering services, and \$61K covered an intake pump, and that we had submitted \$257K to VDH for Standpipe Construction.

The Director of Finance gave a brief summary from the Virginia Investment Pool Quarterly report – Inflation was flat in September at 3.7%. The Federal Reserve did not raise rates in September. The VIP Stable Value fund yield was 5.47% for September. The Town of Orange has \$919K invested in the fund. The VIP High Quality Bond fund yield was 4.95% for September. The Town of Orange has \$662K invested in the fund.

MISCELLANEOUS REPORTS

There were no miscellaneous reports.

Town Council Meeting Minutes
October 16, 2023
Page Four

UNFINISHED BUSINESS

TOWN COUNCIL DISCUSSED A PROPOSAL FOR LAFAYETTE STREET

The Town Manager stated that the Town had received a proposal from Mr. Higginbotham regarding purchasing a portion of the Town's property on Lafayette Street. The Town Manager stated that the property had never been declared surplus and a Public Hearing would need to be held to do so. The Town Manager asked Town Council how they wished to proceed?

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Mayor Roby, to authorize staff to advertise a Public Hearing for surplus property on Lafayette Street. On vote: Mayor Roby – aye, Vice-Mayor Sherman – nay, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

DISCUSSION OF NEW MEMBER PAMPHLET – TOWN ATTORNEY

The Town Attorney stated that the council had the most recent pamphlet. The Town Attorney stated further that she had met with Councilmember Cashell today regarding the pamphlet and he was going to provide his top 10 questions to her that he had when he became a Council Member. The Town Attorney recommended adding a section on Zoning, Procurement, and Roberts Rules to the pamphlet.

Councilmember Waugh-Robinson stated that something about being a Town resident needed to be in the pamphlet.

PARK UPDATES – DIRECTOR OF COMMUNITY DEVELOPMENT

The Director of Community Development gave an overview of the dog park and walking path designs for Chatter Island.

The Director of Community Development stated that we were currently at a standstill for the Gardner Property because an Environmental Study needed to be done. Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to authorize a Phase II Environmental Study for up to \$30,000 for the Gardner Property. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

The Director of Community stated that the VFW were wondering if Town Council were okay with them moving forward with the Veteran's Memorial. After discussion, it was consensus of Town Council to notify the VFW that it was okay to proceed with the memorial.

Town Council Meeting Minutes
October 16, 2023
Page Five

NEW BUSINESS

TOWN COUNCIL CONSIDERED RESOLUTION (RES2023-05) AUTHORIZING BRINGING A SECTION OF ROUTE 20 UNDER TOWN JURISDICTION

The Director of Community Development reported that before Council was a resolution bringing a section of Route 20 under Town jurisdiction.

The Director of Community Development reported that Town staff “discovered” during a friendly boundary line adjustments between the Town and the County that a section of Route 20, fronting on the former “Shadows” property, was brought into Town. Staff also found that the necessary paperwork to bring that section of Route 20 under Town maintenance control was never submitted to VDOT.

The Director of Community Development stated that staff was requesting Town Council approve the attached resolution as presented and authorize Mayor Roby to sign the resolution.

After discussion, motion was made by Councilmember Waugh-Robinson, seconded Vice-Mayor Sherman, to adopt Resolution (RES2023-05) authorizing bringing a section of Route 20 under Town jurisdiction. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

TOWN COUNCIL CONSIDERED A DATE FOR THE DECEMBER TOWN COUNCIL MEETING

The Town Manager stated that Town Council only held one regular meeting in December and, in the past, it had been at the beginning of the month. The Town Manager stated that staff was recommending holding the regular December Town Council meeting on the work session meeting date, Monday, December 4th at 7 p.m. in the Town’s Community Meeting Room.

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to hold only one meeting in December to be held on Monday, December 4th at 7 p.m. in the Town’s Community Meeting Room. On vote: Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

Town Council Meeting Minutes
October 16, 2023
Page Six

CLOSED SESSION

TOWN COUNCIL WILL HOLD A CLOSED SESSION UNDER 2.2-3711, SUBSECTION 8 FOR THE PURPOSE OF CONSULTATION WITH LEGAL COUNSEL ON A SPECIFIC LEGAL MATTER REGARDING THE RSA CONTRACT, REQUIRING THE PROVISION OF LEGAL ADVICE BY COUNSEL

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 on a specific legal matter regarding the RSA Contract, requiring the provision of legal advice of counsel. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

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

Motion was made Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to leave closed session and reconvene in regular session. On roll call vote, Councilmember Waugh-Robinson – aye, Vice-Mayor Sherman - aye, Councilmember Cashell – aye, Councilmember Pent – absent, 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.

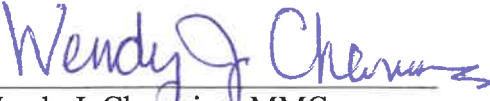
ODA TRICK OR TREAT EVENT

Mayor Roby reminded everyone of ODA's Downtown Trick or Treat event on Tuesday, October 31st from 4 to 6 p.m. on Main Street.

ORANGE DOWNTOWN ALLIANCE

Councilmember Waugh-Robinson reported that Orange Downtown Alliance had a very productive meeting today. Councilmember Waugh-Robinson stated that financials had been received and they were working on planning for the Downtown Trick or Treat event and three Holiday Village events.

With no further business the meeting adjourned at 9:10 p.m.


Wendy J. Chewning, MMC
Town Clerk


Martha B. Roby, Mayor

Town Council Work Session Meeting Minutes
Monday, November 6, 2023
Page One

The Orange Town Council held a work session meeting at 5:30 p.m. in the Town's Community Meeting Room. Town Council Members present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. Sherman, Jr., Councilmembers Jason Cashell, Jeremiah Pent, 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, 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.

ADOPTION OF AGENDA

Motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to adopt the agenda of November 6, 2023, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

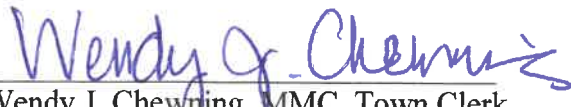
GENERAL DISCUSSIONS ON THE TOWN'S ECONOMIC DEVELOPMENT MANAGER'S POSITION AND THE ODA CONTRACT

A general discussion was held by Town Council and staff on the Town's Economic Development Manager's position and the ODA Contract.

ACTION ITEMS TAKEN BY COUNCIL DURING THE MEETING

- It was the consensus of Council to not hire a Town Economic Development Manager at this time.
- Town Council requested the Town Manager follow-up with the ODA President regarding the ODA contract concerns.

With no further business to come before Council, the meeting was adjourned at 7:01 p.m.


Wendy J. Chewning, MMC, Town Clerk


Martha B. Roby, Mayor

Town Council Meeting Minutes
November 20, 2023
Page One

The Orange Town Council held a regular meeting at 7 p.m., in the Town's Community Meeting Room. Town Council Members present were: Mayor Martha B. Roby, Vice-Mayor Frederick W. Sherman, Jr., and Councilmembers Jason Cashell, Jeremiah Pent, and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Deputy Town Clerk Kimberly Strawser, CMC/CZA, Town Attorney Catherine Lea, Director of Finance Dianna Gomez, Director of Community Development John Cooley, Director of Public Works Larry Bond, and Lieutenant Rebecca Moody. Town Clerk Wendy J. Chewning was absent.

CALL TO ORDER

Mayor Roby led everyone in the Pledge of Allegiance.

The Mayor called the meeting to order at 7 p.m. The Deputy Town Clerk called roll and noted that there was a quorum present.

ADOPTION OF AGENDA

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

PUBLIC HEARING

TOWN COUNCIL HELD A PUBLIC HEARING DECLARING TOWN OWNED LAND ON LAFAYETTE STREET AS SURPLUS

Mayor Roby called for staff presentation.

The Town Manager presented Council with three plats of the property owned by the Town on Lafayette Street. The Town Manager reported that the property totaled 8.443 acres not including the right of way. The Town Manager reported further that the property was zoned Industrial. The Town Manager stated that .500 acres was reserved for usage for the cell tower, leaving 7.943 acres that could be considered surplus.

The Town Manager reported that the Town currently used the two portions of the property near the railroad tracks totaling 1.803 acres. The Town Manager stated that the previous proposal entertained involved whether to declare the remaining 6.140 acres surplus. The Town Manager stated further that no action was taken on the previous proposal and the property was not declared surplus. The Town Manager reported that the town still needed between 1.5 and 2.0 acres for its use.

Town Council Meeting Minutes
November 20, 2023
Page Two

The Town Manager stated that Council had the following options:

- Not consider the property surplus, then no further action would be taken. Or;
- Declare the property surplus, then 3 actions would be taken
 - To authorize the Town Manager to negotiate the details of the sale to the unsolicited bidder. Once negotiations completed, Council would have the option on whether to accept or not. Or;
 - To authorize the Town Manager to put the property out for solicited bids. Or;
 - Take no action at this time.

Mayor Roby stated that members of the public wanting to speak would be limited to three minutes. Mayor Roby declared the Public Hearing open and called for Public Comment.

The following residents appeared before Council.

- Mr. Barry Jacobs read a letter from Mr. Carter Jacobs, former Councilmember and former Vice-Mayor.
- Mr. Barry Jacobs of 11090 Landon Lane Extended
- Mr. Elliot Fox of 280 Piedmont Street and former Councilmember
- Ms. Beth Yowell of 161 Lafayette Street
- Mr. Robert Higginbotham of 155 Maple Lane
- Mrs. Marsha Jacobs of 11090 Landon Lane Extended
- Mrs. Shalese Higginbotham of 155 Maple Lane
- Mr. Pat McAloon of 155 W. Main Street
- Ms. Dani Rivera of 364 Harper Drive
- Ms. Grayson Butterfield of 11499 Rapidan Road

Mayor Roby declared the Public Hearing closed.

After lengthy discussion, it was decided that more time would be needed to digest the comments from the public and to continue the discussion at their next meeting on December 4, 2023.

PUBLIC COMMENT

Mr. Kevin Haygood of 148 W Main Street appeared before Council regarding automobile exhaust noise in Town.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF OCTOBER 16TH AND NOVEMBER 6TH, 2023

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh Robinson, to adopt the minutes of October 16th and November 6th, 2023, as presented. On vote: Mayor Roby

Town Council Meeting Minutes
November 20, 2023
Page Three

– aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried.

REPORTS

FINANCE REPORT

The Director of Finance stated that she would be reporting on the fourth month of FY24.

The Director of Finance reported that General Fund revenues included the following significant YTD favorable variances to budget: \$95K for Meals Tax. The Director of Finance stated that 444 town residents had been identified for not paying personal property tax. The Director of Finance reported that files were sent to the Orange County Commissioner of Revenue's office to receive assessed values so residents could be billed.

The Director of Finance reported that in addition to the favorable tax variances, interest income was \$83K favorable to budget due to rate increases and timing of ARPA fund deposits.

The Director of Finance stated that Water Sales Revenue through October was \$545K and was in line with budget.

The Director of Finance reported that Sewer Sales Revenue through October was \$787K and was in line with budget.

The Director of Finance stated that payments for October were \$827K, \$124K was paid to Johnston Construction Company for standpipe work, \$142K was paid to Rinker Design for sewer line designs, \$55K was paid to Haley Ford South for a police vehicle and other payments were normal course of business expenses.

The Director of Finance reported that expenditures from the \$5.3M ARPA funding were \$1.143M, ITD of which \$103K toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K toward the new SCADA system for the Sewer Plant, \$420K to the Standpipe Engineering services and new generator, \$6K for the Macon Road Mixer, \$216K on the Sewer Line Engineering services and \$61K covered an intake pump. The Director of Finance stated that \$318K was submitted to VDH for Standpipe Construction and the town was reimbursed \$257K.

The Director of Finance gave a summary from the Virginia Investment Pool Quarterly report – inflation decreased in October to 3.2%, the Federal Reserve did not raise rates in October. The Director of Finance stated the VIP stable value fund yield was 5.53% for October and that the Town has \$923K invested in the fund. The Director of Finance reported that the VIP High Quality Bond fund yield was 5.18% for October and the town has \$664K invested in the fund.

Town Council Meeting Minutes
November 20, 2023
Page Four

The Director of Finance reported that the audit was finished and they would present the report at the December 4th meeting.

MISCELLANEOUS REPORTS

ODA

Councilmember Waugh-Robinson reported that the ODA meeting was unable to be held due to the lack of a quorum. Councilmember Waugh-Robinson stated that the Holliday Village was this past weekend, and they had a good turn out and the next one was the day of the Rotary Christmas parade. Councilmember Waugh-Robinson reported that the new banners were received and were going up.

TREASURY REPORT

Mayor Roby stated that at last month's meeting someone spoke during public comment regarding the ODA treasury reports not being given to the Town. Mayor Roby reported that those financial reports have been presented and are up to date.

BOARD OF SUPERVISORS MEETING

Councilmember Cashell reported that at the December 13th meeting Mr. Byan Nicol was appointed as District 5 Supervisor.

UNFINISHED BUSINESS

TOWN COUNCIL CONSIDERED RESOLUTION – (RES2023-06) AMENDING THE FY2024 BUDGET ON ACTIONS MADE BY TOWN COUNCIL AT THE OCTOBER 16, 2023, TOWN COUNCIL MEETING REGARDING THE GARDENER PHASE 2 STUDY

The Director of Community Development reported that he spoke with DEQ regarding the sampling cost. The Director of Community Development stated that there was some miscommunication and that the price range would be \$84,000 to \$88,000 instead of \$23,000 to \$27,000, due to the level of analysis that would need to be done.

After discussion, motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, that Town Council adopt Resolution (RES2023-06) amending the FY2024 Budget moving funds from Reserves to Park and Grounds of \$84,000 to conduct the Gardner Phase 2 Environmental Study, as amended. On roll call vote: Councilmember Waugh-Robinson – aye, Councilmember Pent – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, and Mayor Roby – aye. The motion carried.

Town Council Meeting Minutes
November 20, 2023
Page Five

NEW BUSINESS

TOWN COUNCIL DISCUSSED REMOTE CALL IN FOR COUNCIL MEETINGS

Councilmember Pent requested remote call in for meetings be placed on the agenda for discussion. A discussion was held, no action was taken.

TOWN COUNCIL DISCUSSED SOLAR FARMS IN THE TOWN

Councilmember Cashell requested solar farms in town be placed on the agenda for discussion. Councilmember Cashell reported that he attended the Orange County Planning Commission meeting, and a discussion was held regarding solar farm on Monrovia Road that borders the town. Councilmember Cashell reported that the county representative stated that the Town was fine with it. Councilmember Cashell stated he had two concerns, the first was the town actually asked and the second who gave that response to the county. Councilmember Cashell asked if the Town had any ordinances regarding solar farms.

The Director of Community Development reported that he received information from the county regarding the solar farm. The Director of Community Development reported further that the Monrovia Road parcel driveway is in the town, but the property is outside of the town. The Director of Community Development stated that the table of permitted uses of the Zoning Ordinance doesn't include solar farms and his determination is that they are prohibited in town. Councilmember Cashell stated that he would like some standards before we are faced with the request.

A discussion was held. Councilmember Waugh-Robinson recused herself from the discussion.

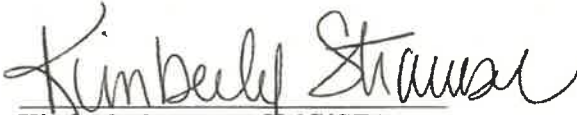
Mayor Roby requested that staff gather more information and bring back to Council for discussion.

Town Council Meeting Minutes
November 20, 2023
Page Six

CHRISTMAS LIGHTS

Mayor Roby complimented Public Works on the Christmas lights and decorations. Mayor Roby stated that they looked great, and the work was appreciated.

With no further business the meeting adjourned at 8:46 p.m.



Kimberly Strawser, CMC/CZA
Deputy Town Clerk



Martha B. Roby, Mayor

Town Council Meeting Minutes
December 4, 2023
Page One

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 Jason Cashell, Jeremiah Pent, 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 Police Chief Kiline Madison.

CALL TO ORDER

The Mayor led everyone in the Pledge of Allegiance.

ADOPTION OF AGENDA

The Town Manager stated that he had news regarding the surplus property on Lafayette Street and he would like to move it up on the agenda prior to Public Comment to Item Number 5 and the rest of the agenda items would fall in sequence like normal.

The Town Clerk stated that there was an error on the agenda under Reports. The Finance Report should be 7B.

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

UNFINISHED BUSINESS

CONTINUED DISCUSSION OF LAFAYETTE STREET SURPLUS STATUS

The Town Manager stated that since the last Town Council meeting, the unsolicited bid for the Lafayette Street property had been withdrawn. The Town Manager stated that there was no offer on this property at this time, but it could be brought back up at a later date. The Town Manager stated that if it was declared surplus, then 3 actions would be taken:

- To authorize the Town Manager to negotiate the details of the sale to the unsolicited bidder. Once negotiations completed, Council would have the option on whether to accept or not. Or;
- To authorize the Town Manager to put the property out for solicited bids. Or;
- Take no action at this time.

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to make the property on Lafayette Street not surplus. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and

Town Council Meeting Minutes
December 4, 2023
Page Two

Councilmember Waugh-Robinson – aye. The motion carried unanimously. Mayor Roby stated that the property on Lafayette Street was not surplus.

PUBLIC COMMENT

Ms. Jess Cifzzari a Town business owner appeared before Council stating that ODA was not working with Downtown/Main Street businesses. The Town Manager stated that at Council's request he had set-up up two meetings with the ODA President and neither one have happened because he hasn't called.

The following individuals thanked Town Council for making the decision to make the Lafayette Property not surplus property:

1. Ellen Sawaya – 134 N. Madison Street
2. Rick Clore – 371 Greenfields Drive
3. Kathy Judge – 113 N. Madison Street
4. Ann Mullins – 185 Taylor Street
5. Rita Carroll – 171 Landon Lane

Mr. Pat McAloon thanked the Town Public Works, Police, and Orange Voluteer Fire Department for their help with the Orange Rotary Christmas Parade. Mayor Roby thanked Mr. McAloon for all of his hard work on the parade too.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF
NOVEMBER 20, 2023

Motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to adopt the minutes of November 20, 2023, as presented. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

PRESENTATION OF THE FY2023 AUDIT REPORT

Mr. Matthew McLearen, CPA, CFE, and Manager Director of Robinson, Farmer, Cox and Associates presented the FY23 Audit Report.

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

Town Council Meeting Minutes
December 4, 2023
Page Three

DIRECTOR OF FINANCE -FINANCE REPORT

The Director of Finance stated that she would be reporting on the fifth month of FY24.

The Director of Finance reported that General Fund revenues included the following significant YTD favorable variances to budget: \$137K for Meals Tax. The Director of Finance stated that we had not received any information yet from the Orange County Commissioner of the Revenue's office to bill Personal Property taxes to the additional 444 town residents who had been identified for not paying personal property tax. The Director of Finance reported that staff had reviewed the Real Estate Tax database and did not find any owners who were not being billed the tax.

The income was \$99K favorable to budget due to rate increases and timing of ARPA fund deposits.

The Director of Finance stated that Water Sales Revenue through November was \$714K and was in line with budget.

The Director of Finance reported that Sewer Sales Revenue through November was \$973K and was in line with the budget.

The Director of Finance stated that payments for November were \$1.027M, \$137K was paid to Johnston Construction Company for Standpipe work, \$84K was paid to Rinker Design for sewer/water line designs, \$89K was paid to Infrastructure Solutions Group for a leaf machine and \$325K was paid to Virginia Resources Authority for the Wastewater Treatment plant loan. The Director of Finance reported that the other payments were normal course of business.

The Director of Finance reported that expenditures from the \$5.3M ARPA funding were \$1.619M, ITD of which \$106K toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K toward the new SCADA system for the Sewer Plant, \$402K to the Standpipe Engineering services and new generator, \$6K for the Macon Road Mixer, \$18K covered the Water Line Engineering, \$274K on the Sewer Line Engineering services and \$61K covered an intake pump. The Director of Finance stated that \$521K was submitted to VDH for Standpipe Construction and the town was reimbursed \$257K.

The Director of Finance stated that the Virginia Investment Pool report was not available at this time.

MISCELLANEOUS REPORTS

The Town Manager reported the PD-9 Legislative positions have been provided and a copy was presented to Town Council.

Town Council Meeting Minutes
December 4, 2023
Page Four

The Town Manager stated that Madison County had called off their burn band.

Councilmember Waugh-Robinson stated that she had attended the ODA Holiday Village and Rotary Christmas Parade this past weekend, along with an event at the Arts Center and everything was very nice and the Town was busy.

Councilmember Cashell stated that Town Council should meet the new incoming Orange County Board members.

NEW BUSINESS

TOWN COUNCIL CANCELLED THE MONDAY, JANUARY 1, 2024, 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 1, 2024, 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 Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

TOWN COUNCIL CONSIDERED MOVING THE DATE OF THE REGULARLY SCHEDULED MONDAY, JANUARY 15, 2024, TOWN COUNCIL MEETING TO TUESDAY, JANUARY 16th BECAUSE IT FELL ON A TOWN HOLIDAY – MARTIN LUTHER KING JR. DAY

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to move that the Monday, January 15, 2024, Town Council meeting be moved to Tuesday, January 16, 2024, 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 Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

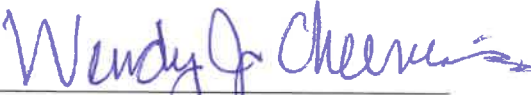
TOWN COUNCIL CONSIDERED MOVING THE DATE OF THE REGULARLY SCHEDULED MONDAY, FEBRUARY 19, 2024, TOWN COUNCIL MEETING TO TUESDAY, FEBRUARY 20th BECAUSE IT FELL ON A TOWN HOLIDAY – PRESIDENT'S DAY

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to move that the Monday, February 19, 2024, Town Council meeting be moved to Tuesday, February 20, 2024, because the regularly scheduled Monday meeting fell on a Town holiday – President's Day. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember

Town Council Meeting Minutes
December 4, 2023
Page Five

Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

With no further business the meeting adjourned at 7:59 p.m.



Wendy J. Cheering, MMC
Town Clerk



Martha B. Roby, Mayor