

Town Council Meeting Minutes
September 16, 2024
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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 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. Councilmember Jason Cashell was absent.

CALL TO ORDER

Mayor Roby led everyone in the Pledge of Allegiance. The Town Clerk called roll and noted a quorum was present.

ADOPTION OF AGENDA

A motion was made by Councilmember Pent, 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 COMMENT

Mr. Jeff Crane appeared before Council stating that the fine for littering was up to \$2,500. Mr. Crane requested that four signs be placed at the entry points coming into Town reminding everyone to please not litter.

Mr. Pat McAloon thanked Town Council for their service. Mr. McAloon thanked the Council for adding the discussion of the Railroad Crossing Elimination Grant to tonight's agenda and stated that the Flock cameras could be used to help with the noise (exhaust) problems in town.

Ms. Kathy Judge stated that there were too many railroad crossings in Town and she was in favor of a Quiet Zone. Ms. Judge also stated that there was too much general noise and the noise ordinance needed to be enforced.

Ms. Ellen Sawaya appeared before Council over concern with the exhaust and train noise.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF AUGUST 19, 2024

A motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to adopt the minutes of August 19, 2024, 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.

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REPORTS

DIRECTOR OF FINANCE - FINANCE REPORT

The Director of Finance reported on the second month for FY25.

The Director of Finance reported that the General Fund Tax revenues included one significant YTD favorable variances to budget: \$39K for Meals Tax. In addition to favorable tax revenue variances, interest income was \$20K favorable to budget due to timing of ARPA Fund deposits.

The Director of Finance reported that Water Sales Revenue YTD was \$187K and was \$40K favorable to the budget.

The Director of Finance reported that Sewer Sales Revenue YTD was \$277K and revenue was in \$30K in favor with the budget.

The Director of Finance reported that payments for the month were \$769K. The Director of Finance reported further that a \$118K payment was made to Johnston Construction Company for Standpipe construction that will be reimbursed by VDH at the end of the quarter, and \$123K was paid to Excel Truck Group for the dump truck. The Director of Finance stated that all other payments were normal course of business expenses, but several vendors were paid twice this month due to payments being made on the 1st and 30th of the month.

The Director of Finance reported that expenditures from the \$5.3M ARPA funding were \$3.3M ITD, of which \$140K 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, \$64K was used for sewer system upgrades, \$123K paid for a dump truck, \$429K had gone to Standpipe Engineering services, a new generator and land, \$107K had been used for the Macon Road Mixer, \$90K covered Water Line Engineering Services, \$446K had been spent on the Sewer Line Engineering services, \$87K covered an intake pump and pump repairs, and \$20K covered engineering services for the millimeter screen project. The Director of Finance reported that we had submitted \$1.427M to VDH for Standpipe Construction and had been reimbursed that amount. The Director of Finance reported that we had \$118K of additional submissions for VDH at the end of this quarter.

The Director of Finance gave a brief summary from the Virginia Investment Pool Monthly Report: It was still anticipated that rates would decrease 25 to 50 basis points at the September meeting, which was tomorrow. The VIP Stable Value fund yield was 5.41% for August. The Town of Orange had \$966K invested in the fund. The VIP High Quality Bond fund yield was 4.00% for August. The Town of Orange had \$700K invested in the fund.

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INTRODUCTION OF NEW ECONOMIC DEVELOPMENT MANAGER

The Town Manager introduced Anthony Schienschang, the Town's new Economic Development Manager. Mr. Schienschang stated that things had gotten off to a great start and he was pushing Orange was a great place to live and work.

RAPPAHANNOCK RAPIDAN REGIONAL COMMISSION

The Town Manager reported that the PD-9 Annual meeting was on September 25th. The Town Manager reported further that Mayor Robert Coiner from Gordonsville received the government award and is the longest serving member on the Commission. The Town Manager stated that Mr. Coiner recognized both Mayor Roby and Vice-Sherman for their time on the Commission.

UNFINISHED BUSINESS

DISCUSSION OF CHATTER ISLAND PROPOSAL

The Director of Community Development reported that the most recent Chatter Island Development Plans included:

1. Dog parks for large and small dogs, and
2. An 8' wide circular hard surface walking trail, and
3. Parking including one ADA compliant space

The Director of Community Development reported further that the area for the Veterans of Foreign Wars was included on the plans, but the schedule for the creation of the plans and/or construction has not been determined at this time.

The Director of Community Development stated that if Town Council wanted to move forward, the next step would be to submit the plans to the Virginia Outdoors Foundation for their review and approval. The Director of Community Development stated that this step was necessary as the VOF owns the conservation easement on Chatter Island.

After discussion, it was the consensus of the Council to not have the dog park on Chatter Island. Town Council requested that staff talk to the Virginia Outdoors Foundation and investigate what could be done on Chatter Island (walking trail, landscaping, benches, etc.). Town Council also asked the Director of Community Development to contact the VFW to see if they were still interested in placing a Veteran's Memorial statue on Chatter Island.

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NEW BUSINESS

CONSIDERATION OF VDOT RESOLUTION (RES2025-03) CONFIRMING LOCALITY'S COMMITMENT TO FUNDING THE LOCALITY'S SHARE OF PROJECTS AND PROVIDING SIGNATORY AUTHORITY

The Director of Community Development stated that the Department of Transportation required localities which were recipients of funding under various grants and other funding programs, by resolution, provide assurance of the localities commitment to funding its local share and to identify the designee who was authorized to execute all agreements and/or addendums for any approved project with VDOT.

After discussion, a motion was made by Councilmember Pent, seconded by Councilmember Waugh-Robinson, adopting Resolution (RES2025-03) confirming the Locality's commitment to funding the Locality's share of projects and authorizing the Town Manager and/or his designee to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation, 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.

RESOLUTION – RES2025-03
AFFIRMING COMMITMENT TO FUND THE LOCALITY SHARE OF PROJECTS
UNDER AGREEMENT WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION
AND PROVIDE SIGNATURE AUTHORITY

WHEREAS, the Town of Orange is a recipient of Virginia Department of Transportation funds under various grant programs for transportation-related projects; and

WHEREAS, the Virginia Department of Transportation requires each locality, by resolution, to provide assurance of its commitment to funding its local share; and

THEREFORE, IT IS HEREBY RESOLVED, the Town of Orange hereby commits to fund its local share of preliminary engineering, right -of-way, and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s); and

BE IT FURTHER RESOLVED, that the Town Manager and/or his designee is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

DISCUSSION OF SIGNAGE AT ORANGE ELEMENTARY SCHOOL

The Director of Community Development stated that Orange County Sheriff Jason Smith brought to the attention of Town staff that the school zone signs on Montevista Avenue did not meet the State Code for such signs.

The Director of Community Development reported that staff began to look into when then signs at the school got installed and if a study was undertaken as required by State Code. The Director of Community Development stated that neither the current Chief of Police nor former Chief of Police knew of any study that had been done. The Director of Community Development stated

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further that the Town Attorney began interpreting the State Code section 46.2-873 which pertained to maximum speed limits at school crossings and the penalty. The Director of Community Development reported that the Town Attorney stated that her interpretation of the code section was that it permitted the placement of appropriate warning signs or other traffic control devices, and that the determination of 'appropriate' was left up to the Town Council. The Director of Community Development reported further that this school crossing zone had non-flashing signs posting a reduced speed limit and traffic was controlled by the police department and school-appointed crossing guards in place within specified time periods.

The Director of Community Development stated that no request had come from the school to change, and the existing signage and traffic controls were reasonably sufficient, and no change had to be made at this time. The Director of Community noted that the Town of Orange Police Department didn't feel they could write enhanced penalty tickets because there was no blinking signage. The Director of Community Development stated that Town Council could consider adding signs to include flashing lights, as permitted under the statute, and two of these signs would cost approximately \$8,000.

After discussion, it was the consensus of Town Council to remove the 20 mph signs and leave up the school crossing signs at Orange Elementary School.

DISCUSSION OF ADA PARKING OF EAST MAIN STREET

The Director of Community Development stated that a request had been made for an ADA compliant parking space in front of Logan's on E. Main Street was made to Town staff. The Director of Community Development reached out to an engineering firm under contract to the Town to obtain information regarding ADA compliant on street parking. The Director of Community Development reviewed information with Town Council from ada.gov regarding ADA parking spaces and stated that at this time, staff did not have enough information to make a recommendation to Town Council regarding the requested ADA compliant parking space in front of Logan's.

After discussion, it was the consensus of the Council to not change any parking at this time.

DISCUSSION OF THE RAILROAD CROSSING ELIMINATION GRANT

A discussion was held on the Railroad Crossing Elimination Grant. After discussion, it was the consensus of Council to authorize staff to look into this further and schedule a Public Comment Session for a later date.

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DISCUSSION OF HOLDING THE REGULAR DECEMBER TOWN COUNCIL MEETING
ON MONDAY, DECEMBER 9th

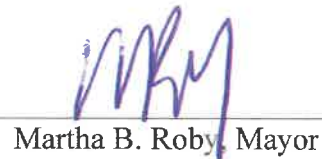
The Town Manager stated that there was normally only one meeting held in December and staff was recommending Monday, December 9th. The motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Sherman, to hold the regular December Town Council meeting on Monday, December 9th at 7 p.m. in the Town's Community Meeting Room. On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell- aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

The Town Clerk stated that a reception would be held for Mayor Roby and Vice-Mayor Sherman at 5:30 p.m. that evening prior to the meeting beginning.

With no further business the meeting adjourned at 8:45 p.m.



Wendy J. Cheuning, MMC
Town Clerk



Martha B. Roby, Mayor

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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 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, and Police Chief Kiline Madison.

CALL TO ORDER

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

ADOPTION OF AGENDA

Vice-Mayor Sherman stated that he would like to add the request to Congress for emergency supplemental appropriations for disaster assistance. Mayor Roby requested adding this as agenda item number 4, and all other agenda item numbers move down accordingly.

The motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, 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.

DISCUSSION OF REQUEST TO CONGRESS FOR EMERGENCY SUPPLEMENTAL APPROPRIATIONS FOR DISASTER ASSISTANCE

Mayor Roby stated that the Town had received a request and template letter from VML requesting that the Town do an emergency supplemental appropriation for disaster assistance from Congress.

After discussion, no action was taken by Town Council.

DISCUSSION OF TEC LIMITED PHASE 2 ENVIRONMENTAL SITE ASSESSMENT OF 299 BERRY HILL ROAD, THE FORMER GARDNER IRON AND METAL WORKS PROPERTY

The Director of Community Development reported that Town staff had contacted Total Environmental Concepts, Inc in late June 2023 to discuss the possibility of reviewing the work accomplished during the DEQ mandated cleanup of the Gardner property in the early 2000's. The Director of Community Development stated that TEC was contacted as they were the firm that worked with the DEQ and Federal Agencies to document and clean up some environmental issues on the property.

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The Director of Community Development stated that the first project undertaken regarding the Gardner Property was a Phase 1 Environmental review of available reports, photos, aerial photographs and any other documents that could be located. The Director of Community Development reported that from this Phase 1 environmental review it was determined that a limited Phase 2 study needed to be completed. The Director of Community Development stated that in the Phase 2 environmental review, the property was scanned using ground penetrating radar to locate any utilities or other underground anomalies on the property. The Director of Community reported that once these utilities and anomalies were mapped, a grid was laid out for soil borings. The Director of Community Development reported further that each soil boring sample would be taken at 5 and 10 feet. The Director of Community stated that the first information we received concerning the analysis of the soil borings showed concentrations of contaminants at each location including PCBs and lead. The Director of Community Development reported that at this time, the report recommends the site be voluntarily entered into the VDEQ Voluntary Remediation Program, which the cost would be approximately \$7,500 annually.

The Director of Community Development stated that staff has discussed the possibility of “encasing” the property with asphalt to create a multi-use pad which could be used for different community activities and has raised the question about the possibility of creating some tree wells so that there was some shade on the property with TEC personnel who, after reviewing the data, stated this would be possible.

The Director of Community Development reported that staff has spoken with TEC staff who are putting together a proposal to take several hand dug soil samples 12 inches deep below the surface to determine the level of contamination close to the surface, if any, which will help the design of the “encasement” of the property.

After discussion, it was the consensus of Council to authorize the additional hand dug sample borings by TEC on the Town’s property at 299 Berry Hill Road (Old Gardner Property).

DISCUSSION OF REQUEST FROM JOHN REYNOLDS FOR CROSSWALK TRAVERSING N. MADISON ROAD

The Director of Community Development reported that in late 2022, John Reynolds contacted him regarding the purchase of the former Catholic Church property located at 276 N Madison Road and the idea of a crosswalk connecting the Reynolds dealerships and the Church property. The Director of Community Development stated that the driver behind this request was that as numerous Reynold’s employees and customers would be traversing N Madison Road daily, and wouldn’t it make sense to provide a crosswalk for safer passage.

The Director of Community Development stated that over the next several months, emails were exchanged regarding various aspects of the crosswalk project including location, look and lighting. The Director of Community Development reported that during these discussions

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VDOT personnel were brought into conversation to ensure compliance with VDOT standards. The Director of Community Development reported further that the conversation centered around the location of the crosswalk – Mid-block or the W Nelson St/Woodmark Dr/N Madison Road intersection. The Director of Community Development stated that VDOT was not very receptive to funding any work at these locations as the traffic counts and accident data did not support additional facilities. The Director of Community Development reported that VDOT personnel stated that if a non-signalized warrant study was completed and the appropriate Pedestrian Accommodations were determined, VDOT would meet with us to help determine how to move forward.

The Director of Community Development stated that he requested the Town's engineer provide the cost of a task order to create a VDOT non-signalized study of the intersection, which he did. The Director of Community Development stated further that the cost of this study was \$11,201.40., and if the study determined there were changes which needed to be made to the intersection, including upgrading all quadrants of the intersection to comply with ADA standards, the cost could be in the range of \$30,000 to \$50,000.

The Director of Community Development stated that Town Council appropriated the funding for a Mid-Block Pedestrian Crossing Study and it had been completed. The Director of Community Development stated that the study did find that there was an appropriate location for a Mid-Block Pedestrian Crossing, and the study determined that there were two recommended "Visibility Enhancements" which were:

1. Install a refuge Island; or,
2. Install Rectangular Rapid Flashing Beacon signs.

The Director of Community Development stated that the study had been submitted to VDOT for their review and comment.

After discussion, it was the consensus of Town Council to start talking to the engineers about a Task Order for the design and cost of a crosswalk at Reynolds traversing N. Madison Road. Mayor Roby recommended that staff start looking into obtaining Right of Ways needed and possible contributions from the Reynolds to help with this project. Councilmember Pent commented that sidewalks needed to go farther down Madison Road to help with safety.

DISCUSSION AND STATUS OF CHARTERS OF FREEDOM PROJECT

The Director of Community Development stated that the Charters of Freedom Project started back in 2020 with a large committee working to get the project done. The Director of Community Development stated further that unfortunately that Committee had dwindled away and now was down to only two members which was him and Jess Thompson.

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The Director of Community Development reported that the Charters of Freedom Project was inches close to completion with the "Steering Committee" readying another "Donation Request" letter to raise the money to complete the following projects:

1. Install the brick facia on the three remaining document pedestals, as well as, the Charters of Freedom Donor Plaque pedestals, and
2. Acid Stain of Epoxy paint retaining wall on three sides of the project, and
3. Installation the benches and planters.

The Director of Community Development stated that once these projects have been completed, The Charters of Freedom personnel would come install the documents, lights, and clear covers. The Director of Community Development stated that after the project was completed, a dedication would be held.

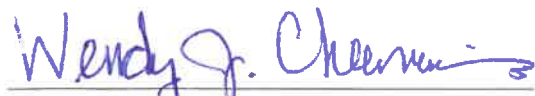
FLAGS ON MAIN STREET

Vice-Mayor Sherman commended the JROTC for putting up the flags on Main Street for 9-11.

PD-9 PRIORITIES

Vice-Mayor Sherman stated that PD-9 had sent out their priorities, but we may have our own priorities to send with it.

With no further business the meeting was adjourned at 7:15 p.m.


Wendy J. Chewning, MMC, Town Clerk


Frederick W. "Rick" Sherman, Jr.,
Vice-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: 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 Deputy Chief Rebecca Nelson. Mayor Martha B. Roby was absent.

CALL TO ORDER

Vice-Mayor Sherman led everyone in the Pledge of Allegiance. The Town Clerk called roll and noted a quorum was present.

ADOPTION OF AGENDA

Vice-Mayor Sherman stated that Mayor Roby was ill, and he would be presiding over the meeting this evening.

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

PUBLIC COMMENT

There was no public comment.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF SEPTEMBER 16TH AND OCTOBER 7TH, 2024

A motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to adopt the minutes of September 16th and October 7th, 2024, as presented. On vote, Mayor Roby – absent, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried.

REPORTS

DIRECTOR OF FINANCE - FINANCE REPORT

The Director of Finance reported on the third month for FY25.

The Director of Finance reported that the General Fund Tax revenues were \$787K YTD and included one significant YTD favorable variance to budget and that was \$63K for Meals Tax.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$34K favorable to the budget due to timing of ARPA Fund deposits.

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The Director of Finance reported that Water Sales Revenue YTD was \$482K and was \$73K favorable to the budget.

The Director of Finance reported that Sewer Sales Revenue YTD was \$617K and the revenue was \$41K in favor with the budget.

The Director of Finance reported that payments for the month were \$746K. The Director of Finance reported further that a \$145K payment was made to Sheehy Ford for 3 police vehicles, \$18K was paid to Johnston Construction for Standpipe Construction that will be reimbursed by VDH this month, \$23K was paid to EZ Performance Center for 2 mowers, \$19K paid Ferrebee-Johnson for a chain hoist, \$26K paid Paint n Paper for the Community Room flooring, and \$51K went to WW Associates for Engineering services related to the millimeter screen project. The Director of Finance reported that other payments were normal course of business expenses.

The Director of Finance reported that expenditures from the \$7.6M ARPA funding (including VDH) were \$3.4M ITD, of which \$140K 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, \$113K was used for sewer system upgrades, \$123K paid for a dump truck, \$434K had gone to Standpipe Engineering services, a new generator and land, \$107K had been used for the Macon Road Mixer, \$90K covered Water Line Engineering Services, \$446K had been spent on the Sewer Line Engineering services, \$87K covered an intake pump and pump repairs, and \$68K covered engineering services for the millimeter screen project. The Director of Finance reported that we had submitted \$1.562M to VDH for Standpipe Construction and had been reimbursed \$1.426M. The Director of Finance reported further that we had submitted \$136K to VDH for reimbursement and the Water Meter Replacement project was expected to be approximately \$1.256M.

The Director of Finance gave a brief summary from the Virginia Investment Pool Monthly Report: The Director of Finance stated it was anticipated that further rate cuts will occur by year end. The VIP Stable Value fund yield was 5.29% for September; this fund tends to closely track the Fed Funds rate. The Town of Orange had \$971K invested in the fund. The VIP High Quality Bond fund yield was 4.19% for September; this fund benefited from a \$2,894 positive price return with the decline in interest rates. The Town of Orange had \$706K invested in the fund.

VML CONFERENCE

Vice-Mayor Sherman stated that the VML Conference was a good one and they met several people that could help benefit the Town.

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UNFINISHED BUSINESS

TOWN COUNCIL CONSIDERED A VDOT RESOLUTION RES2025-03 CONFIRMING THE LOCALITY'S COMMITMENT TO FUNDING THE LOCALITY'S SHARE OF PROJECTS AND PROVIDE SIGNATORY AUTHORIZATION

The Town Manager stated that during the September 16, 2024, Town Council meeting that the Resolution presented was for a specific road project as well as future road projects. Staff wanted to clear up this with Town Council to make sure that this was understood. The Town Manager stated that if Council wishes the Resolution will stand, as adopted.

Town Council made no changes to the Resolution RES2025-03 adopted on September 16, 2024.

NEW BUSINESS

TOWN COUNCIL DISCUSSED MUSIC IN THE PARK 2025

The Town Manager reported that OEI Events reported attracting on an average 200 to 300 guests per concert for this year's Music In the Park which was a pretty big increase from this year FY2024/25. The Town Manager stated that staff was requesting that Town Council approve the Music in the Park series for 2025/26 and authorize the Town Manager to enter into a contract with OEI Events for the planning of these events. After discussion, it was the consensus of Town Council to proceed with the Music in the Park for 2025-2026 with OEI Events.

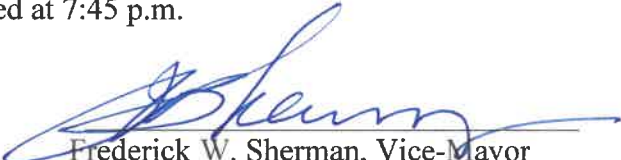
TOWN COUNCIL DISCUSSED ORANGE USPS REQUEST FOR DESIGNATED PARKING

The Orange United States Postal Service has made a request for designated parking spaces to be used by the post office only. The Town Manager reported that the space requested was used frequently by people to stop and deposit their mail in the box on the corner, used at night for parking by the Orange School of Performing Arts, and as overflow parking for homes and businesses when needed. The Town Manager reported that he had requested a follow-up meeting about hours required and/or other alternatives and to date had received nothing back from the Postmaster.

The Town Manager stated that parking was at the discretion of Town Council, and he was looking for direction. After discussion, it was the consensus of Town Council to have the Town Manager talk to the Postmaster directly to come up with a solution.

With no further business the meeting adjourned at 7:45 p.m.


Wendy J. Channing, MMC
Town Clerk


Frederick W. Sherman, Vice-Mayor

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CALL TO ORDER

Mayor Roby led everyone in the Pledge of Allegiance. The Town Clerk called roll and noted a quorum was present.

ADOPTION OF AGENDA

A motion was made by Vice-Mayor Sherman, seconded by Councilmember Pent, 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 COMMENT

Anna Bielecki reported that she had contacted Public Works several times about replacing her large garbage can with a smaller one and no one had gotten back with her. Mayor Roby requested that the Town Manager contact Public Works to find out what was going on.

PUBLIC COMMENT ON RAILROAD QUIET ZONE

The following individuals were advocates of eliminating the train whistle for the purposes of a better quality of life and Tourism:

Anna Bielecki
Ellen Sawya
Pat McAloon
Kevin Hagood

Emails were received from:

Kathy Judge
Leslie Gregg
Richard Burgujian

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The following individuals were not in favor of eliminating the train whistle, outlining the tremendous cost to the Town and the concern for safety:

Jeff Crane
Hilarie Hicks
Elliott Fox, Jr.

A lengthy discussion was held by Town Council and staff. The Town Manager stated that the Town did not qualify for the Railroad Crossing Elimination grant. The Town Manager stated further that he and the mayor had spoken to Tim Bentley, VP of Norfolk Southern, and each crossing would cost between \$300,000 - \$500,000. The Town Manager stated that he was not against the Quiet Zone but questioned if this was the best way to spend the Town's money.

The Town Manager reported that Mr. Bentley went over the processes with he and the mayor to begin the engineering study for the Quiet Zone if the Town chose to do so to include signing up with their engineers for studies at \$185,000 per crossing. The Town Manager reported that just because the Town did the Engineering Studies it didn't mean the project would be approved. The Town Manager reported that the Federal Railroad Administration would issue the final Quiet Zone approval.

The Town Manager stated that Town Council and staff would begin discussing the Budget in early February. The Town Manager stated further that projects would need to be prioritized Main Street, Madison Road, sidewalks, or Quiet Zone.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF OCTOBER 21st, 2024

A motion was made by Vice-Mayor Sherman, seconded by Councilmember Waugh-Robinson, to adopt the minutes of October 21, 2024, as presented. On vote, Mayor Roby – abstained, Vice-Mayor Sherman – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried with one member abstaining.

REPORTS

DIRECTOR OF FINANCE - FINANCE REPORT

The Director of Finance reported on the fourth month for FY25.

The Director of Finance reported that the General Fund Tax revenues were \$1.162M YTD and included one significant YTD favorable variance to budget and that was \$85K for Meals Tax. Total Tax revenue was \$103K favorable to budget.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$41K favorable to the budget due to timing of ARPA Fund deposits.

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The Director of Finance reported that General Fund Revenue was \$208K favorable to budget.

The Director of Finance reported that Water Sales Revenue YTD was \$619K and was \$86K favorable to the budget. The Director of Finance reported that in November we received \$48K in Water Availability fees, so we will exceed budget for the year.

The Director of Finance reported that Sewer Sales Revenue YTD was \$770K and the revenue was \$47K in favor with the budget. The Director of Finance reported that in November we received \$197K in Sewer Availability fees, so we will exceed the budget for the year.

The Director of Finance reported that payments for the month were \$592K. The Director of Finance reported further that a \$49K payment was made to Charlie Obaugh Chevrolet GMC for a Public Works truck, \$13K was paid to Atlantic Pump and Equipment for a Water Plant pump installation, and \$12K was paid to EZ Performance Center for a mower. The other payments are normal course of business experience.

The Director of Finance reported that expenditures from the \$8.0M ARPA funding (including VDH) were \$3.4M ITD, of which \$140K 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, \$122K was used for sewer system upgrades, \$123K paid for a dump truck, \$454K had gone to Standpipe Engineering services, a new generator and land, \$107K had been used for the Macon Road Mixer, \$90K covered Water Line Engineering Services, \$448K had been spent on the Sewer Line Engineering services, \$87K covered an intake pump and pump repairs, and \$68K covered engineering services for the millimeter screen project. The Director of Finance reported that we had submitted \$1.562M to VDH for Standpipe Construction and had been reimbursed \$1.426M. The Director of Finance reported further that we had submitted \$136K to VDH for reimbursement. The Director of Finance stated that VDH had agreed to allow us to use the remaining funds after Phase 1 Construction was complete for Phase 2 of the Standpipe project. The Director of Finance stated further that we had committed funds to the Water Meter Replacement Project which was expected to cost \$1.256M. The Director of Finance reported that after taking into account the completion of Phase 2 of the Standpipe, sewer system upgrades, and sewer line engineering services, we have approximately \$210K in uncommitted ARPA funds that will be committed by the end of the year.

The Director of Finance gave a summary from the Virginia Investment Pool Monthly Report: The Federal Reserve cut rates by another 25 basis points on November 7th, and there may be another reduction by the end of the year. The VIP Stable Value fund yield was 5.04% for October. The Town of Orange has \$975K invested in the fund. The VIP High Quality Bond fund yield was 4.20% for October. The Town of Orange has \$702K invested in the fund.

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UNFINISHED BUSINESS

TOWN COUNCIL AND STAFF CONTINUED A DISCUSSION ON THE POST OFFICE PARKING

The Town Manager reported that as requested by Council at their October 21st meeting, he had met with the Town's Postmaster and recommended that they use the Town's public lot behind Town Hall for the parking of their postal vehicles. The Town Manager reported further that this would only be problematic on court days if the post office vehicles had not left the lot yet. The Town Manager stated that the lot would not be specifically designated, but it did have cameras to watch over the vehicles and on most days, there would not be any issue.

The Town Manager stated that the post office preferred Bellevue parking but would accept the Town Hall option and had begun using this option since it was offered.

Town Council was in agreement with the Town Manager that this was the most ideal situation.

TOWN COUNCIL AND STAFF CONTINUED A DISCUSSION OF THE NORTH MADISON ROAD CROSSWALK STUDY

The Director of Community Development presented two alternatives and costs for a crosswalk on Madison Road south of the Madison Road and Nelson Street/American Woodmark intersection from Rinker Design Associates, LLC:

Flashing Beacon Crosswalk - \$45,958.25
Refuge Island - \$46,324.83

The study stated that these costs did not include the purchase of right of way or easements.

After discussion, it was the consensus of Council for staff to get VDOT's info and opinions on this study and report back at the Monday, December 9th meeting, if possible.

NEW BUSINESS

TOWN COUNCIL CONSIDERED CANCELING THE JANUARY 6TH TOWN COUNCIL WORK SESSION MEETING, AND MOVE THE REGULAR MONDAY, JANUARY 20TH MEETING TO TUESDAY, JANUARY 21ST BECAUSE THE 20TH FALLS ON A TOWN HOLIDAY, MARTIN LUTHER KING JR. DAY

A motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Pent, to cancel the Monday, January 6th Town Council work session meeting and move the Monday, January 20th meeting to Tuesday, January 21st at 7 p.m., due to the Monday, Martin Luther King Jr. holiday." On vote, Mayor Roby – aye, Vice-Mayor Sherman – aye, Councilmember Cashell

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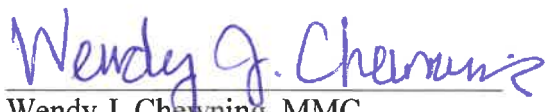
– aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried.

MISCELLANEOUS

Mayor Roby thanked John Cooley, the Town's Director of Community Development, for his 13 years of service with the Town. Mayor Roby wished Mr. Cooley best wishes in his new position.

Vice-Mayor Sherman inquired about the completion of the Charters of Freedom project. The Director of Community Development stated that the Foundation was sending a Mason to finish the brick work, and the project would be almost complete.

With no further business the meeting adjourned at 8:10 p.m.


Wendy J. Chearning, MMC
Town Clerk


Martha B. Roby, Mayor