

Town Council Meeting Minutes
January 21, 2025
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 J. Harrison Cluff, Vice-Mayor Delmer G. Seal, 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, Police Chief Kiline Madison, and Deputy Chief Rebecca Nelson.

CALL TO ORDER

The Town Manager opened the meeting and 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 Waugh-Robinson, seconded by Councilmember Seal, to add Public Comment prior to the elections of Mayor and Vice-Mayor. On vote, Councilmember Cashell – nay, Councilmember Cluff – aye, Councilmember Pent – abstained, Councilmember Seal – aye, and Councilmember Waugh-Robinson – aye. The motion carried.

A motion was made by Councilmember Pent, seconded by Councilmember Waugh-Robinson, to adopt the agenda of January 21, 2025, as amended. On vote, Councilmember Cashell – aye, Councilmember Cluff – aye, Councilmember Pent – aye, Councilmember Seal – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

PUBLIC COMMENT

Ms. Sara Jaeger appeared before Council regarding Council's eligibility to serve as Council Members.

Mrs. Marsha Jacobs appeared before the Council regarding a 2025 Progress Report that was distributed by Councilmembers Cashell and Pent.

Mr. John Murray stated appeared before Council regarding the election of Mayor and stated that he wanted to show his support for Councilmembers Cashell and Pent.

ELECTION OF MAYOR

The Town Manager called for nominations for Mayor. Motion was made by Councilmember Seal, seconded by Councilmember Waugh-Robinson, to nominate Councilmember Waugh-Robinson to serve as Mayor for a term of one year (January 1, 2025 – December 31, 2025). On roll call vote: Councilmember Cashell – nay, Councilmember Cluff - abstained, Councilmember Pent – nay, Councilmember Seal – aye, and Councilmember Waugh-Robinson – aye. The Town Manager told Councilmember Cluff that he could not abstain from the vote unless you stated the reason for abstaining. Councilmember Cluff then voted nay. The motion failed.

Town Council Meeting Minutes
January 21, 2025
Page Two

A motion for Mayor was made by Councilmember Waugh-Robinson, seconded by Councilmember Seal, to nominate Councilmember Seal as Mayor for a one-year term in 2025. On roll call vote: Councilmember Waugh-Robinson – aye, Councilmember Cashell – nay, Councilmember Cluff – abstained, Councilmember Pent – nay, and Councilmember Seal – aye. The Town Manager and Town Attorney again told Councilmember Cluff he could not abstain from the vote unless he stated the reason for abstaining. Councilmember Cluff then voted nay. The motion failed.

A motion for Mayor was then made by Councilmember Cashell, seconded by Councilmember Pent, to nominate Harrison Cluff as Mayor for a one-year term from January 1, 2025- December 31, 2025. On roll call vote: Councilmember Seal – nay, Councilmember Waugh-Robinson – nay, Councilmember Cashell – aye, Councilmember Cluff – aye, and Councilmember Pent – aye. The motion carried with two members voting nay.

The Mayor for FY2024 was J. Harrison Cluff. The Town Manager handed the gavel over to Mayor Cluff.

ELECTION OF VICE-MAYOR

Mayor Cluff called for nominations for Vice-Mayor. Motion was made by Councilmember Pent, seconded by Councilmember Waugh-Robinson, to nominate Councilmember Delmer Seal as Vice-Mayor for a term of one year (January 1, 2025 – December 31, 2025). On roll call vote: Councilmember Pent – aye, Councilmember Seal – aye, Councilmember Waugh-Robinson – aye, Councilmember Cashell – aye, and Mayor Cluff – aye. The motion carried unanimously.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF DECEMBER 5 AND 9, 2024

A motion was made by Councilmember Pent, seconded by Councilmember Seal, to adopt the minutes of December 5th and 9th, 2024, as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

PERSONNEL REPORT

The Town Manager reported that he had hired Gordonsville's Town Manager, Debbie Kendall, ICMA-CM, AICP, to fill the Town's vacant Director of Community Development position. The Town Manager stated that Ms. Kendall would start around April 1, 2025.

Town Council Meeting Minutes
January 21, 2025
Page Three

DIRECTOR OF FINANCE - FINANCE REPORT

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

The Director of Finance reported that the General Fund Tax revenues were \$2.094M YTD and is \$141K favorable to budget.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$50K favorable to the budget due to timing of ARPA Fund deposits.

The Director of Finance reported that General Fund Revenue was \$288K favorable to budget.

The Director of Finance reported that Water Sales Revenue YTD was \$989K and was \$163K favorable to the budget.

The Director of Finance reported that Sewer Sales Revenue YTD was \$1.301MM and the revenue was \$103K in favor with the budget.

The Director of Finance reported that Revenues YTD were \$554K favorable to budget.

There Director of Finance reported that payments for the month were \$447K. A \$14K payment was made to Weaver Works for excavation drain valve repairs, \$35K was paid to Total Environmental Concepts for Gardener property site work, \$29K went to Rinker Designs for Sewer Line design projects. The other payments were normal course of business expenses.

The Director of Finance reported that expenditures from the \$8.0M ARPA funding (including VDH) were \$3.6M ITD, of which \$140K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the SCADA system for the Sewer Plant, \$266K was used for sewer system upgrades, \$123K paid for a dump truck, \$457K has gone to Standpipe Engineering services, a new generator and land, \$108K had been used for the Macon Road Mixer, \$90K covered Water Line Engineering Services, \$478K 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. We have submitted \$1.562M to VDH for Standpipe Construction and have been reimbursed for \$1.562M. The Water Meter Replacement project was expected to be \$1.256M and the Standpipe Phase 2 project would be \$2.039M.

The Director of Finance stated that there was another 25 bp rate cut in December. Additional rate cuts are expected in 2025, but signals point to fewer cuts than what was expected just three months ago. The VIP Stable Value fund yield was 4.67% for December; this fund tends to closely track the Fed Funds rate. The Town of Orange has invested \$982K in the fund. The VIP High Quality Bond fund yield was 4.10% for December. The Town of Orange has \$705K invested in the fund.

Town Council Meeting Minutes
January 21, 2025
Page Four

UNFINISHED BUSINESS

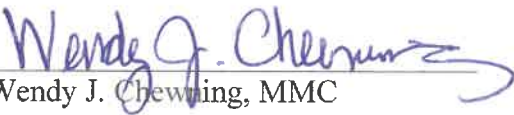
None.

NEW BUSINESS

TOWN COUNCIL DISCUSSED APPOINTMENTS TO BOARDS AND COMMISSIONS

The Town Manager reported that there were three Committees for Town Council to serve on the Rappahannock-Rapidan Regional Commission, Liaisons to the Orange County Board of Supervisors and the Town's Planning Commission. After discussion, it was consensus of Council to send their preferred committee appointment to the Mayor and a continued discussion would be held at the Tuesday, February 18th regular Town Council meeting.

With no further business the meeting adjourned at 7:55 p.m.


Wendy J. Chewning, MMC
Town Clerk


J. Harrison Cluff, Mayor

Town Council Meeting Minutes
February 3, 2025
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. Present were: Mayor J. Harrison Cluff, Vice-Mayor Delmer G. Seal, 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 Police Chief Kiline Madison.

CALL TO ORDER

Mayor Cluff opened the meeting. 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 Seal, to adopt the agenda, as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

DISCUSSION OF SEATING ARRANGEMENT POLICY

A brief discussion was held on Town Council's seating arrangements. No action was taken.

DISCUSSION OF THE TRADITIONAL POLICY OF ABSTAINING

The Town Manager stated that he made a misstatement regarding it being Parliamentary Procedure that you had to state why you are abstaining but noted that it has been Orange Town Council's policy to always do so.

The Town Attorney gave an overview of Parliamentary Procedures and stated that perhaps Town Council might want to discuss at their Retreat a document outlining their policies.

It was the consensus of the Council to continue their discussion at the Retreat.

A discussion was held on having a Town Council Retreat. It was recommended that perhaps Town Council hold a Retreat during one of their work session meetings but at an earlier time with a caterer. The Town Clerk reminded Town Council that she would be out on medical leave from February 13th – mid March. Mayor Cluff requested that Town Council bring Retreat topics to the February 18th Town Council meeting for a continued discussion.

Town Council Meeting Minutes
February 3, 2025
Page Two

FY26 DRAFT BUDGET WORK SESSION

The Town Manager stated that the FY26 DRAFT budget totaled \$10,350,690 and increased our reserves by \$231,954. The breakdown by funds was:

	<u>Revenues</u>	<u>Expenses</u>	<u>Reserves</u>
General Fund	\$ 5,971,590	\$ 5,826,966	\$ 144,624
Capital Fund	467,500	467,500	-
Water Fund	1,753,650	1,674,363	79,287
Wastewater Fund	2,157,950	2,149,907	8,043
Total	<u>\$10,350,690</u>	<u>\$10,118,736</u>	<u>\$ 231,954</u>

The Town Manager reported that without the major capital projects all funds were in the black. The Town Manager reported further that this year did not include a return to Revenue Sharing, and Revenue Sharing should return with the FY2027-FY2028 budgets. The Town Manager stated the availability fees from the Round Hills Meadows housing project continued as the major contributor for the water and wastewater funds.

The Town Manager reported that significant impacts to this draft budget were:

Taxes & Rates:

- 1) All taxes and rates stay the same as FY-2025.

Revenues:

- 1) Revenues projected for Water & Sewer Availability Fees 15 homes in the Round Hill Meadows buildout and throughout Town and includes and revenues related to the buildout. We believe this to be conservative.
- 2) Increased tax revenue by revenue increases already experiencing in Meals Tax and State Highway Maintenance Revenues

Expenses:

- 1) Personnel COLA increase of 3.0% and Merit Increase of 2% with an additional 0.5% for under \$20/hour.
- 2) Increased the Town Attorney retainer by \$3,000 annually, last increase in FY-2020.
- 3) 10.00% increase in health care costs. (estimated – unknown, expect to be lower).
- 4) VRS rates remain unchanged for this year.
- 5) Donations – same as last year with the exception of reducing the Gordonsville pool donation as shown on Sch. D-6.

Town Council Meeting Minutes
February 3, 2025
Page Three

Capital:

- 1) Includes:
 - a. \$150,000 for street paving – not revenue sharing.
 - b. \$122,500 for 2-Public Works vehicles and snowplow attachment.
 - c. \$30,000 for automation and computers.
 - d. \$25,000 for improvements to the Community Room audio and video.
 - e. \$125,000 for new sidewalk.
 - f. \$40,000 for renovations at the Police Department.

Other Items for Consideration:

- 1) Items on Cash Projection sheet not included in budget.
- 2) Any items Council Members wish to have included or modified.

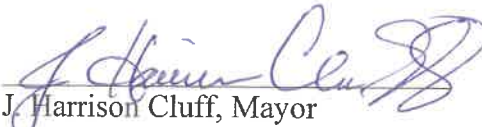
The Town Manager presented the Water Rate Schedule proposed by RSA to Gordonsville as a comparison to the Town of Orange rates. Councilmember Pent questioned whether we could reduce Gordonsville's rates by eliminating the middleman and that would increase Orange's revenues. The Town Manager replied that yes, this could happen, but it was up to Orange County.

PUBLIC APPROACHING THE DAIS

A discussion of the public approaching the dais will be held at the April retreat meeting.

With no further business the meeting was adjourned at 7:25 p.m.


Wendy J. Chewning, MMC
Town Clerk


J. Harrison Cluff, Mayor

Town Council Meeting Minutes
February 18, 2025
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 J. Harrison Cluff, Vice-Mayor Delmer G. Seal, Jr., Councilmembers Jason R. Cashell, Jeremiah V. 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, and Police Chief Kiline Madison. Town Clerk Wendy J. Chewning, MMC was absent.

CALL TO ORDER

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

ADOPTION OF AGENDA

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

Councilmember Waugh-Robinson stated that she had been told that Council wasn't speaking loud enough at their meetings.

PUBLIC COMMENT

Ms. Cindy Colvin appeared before Council to express her concerns regarding traffic on Montevista Avenue and Harper Drive. Ms. Colvin stated her concerns regarding site distance at the intersection of Montevista Avenue and Harper Drive.

Ms. Virginia Roseberry appeared before Council to express her concerns regarding traffic on Montevista Avenue and Harper Drive. Ms. Roseberry reported that speed was an issue in this area. Ms. Roseberry stated that there were no bags at the Dogi-Pot station at the ballfield. Ms. Roseberry reported that trash was an issue at the ballfield and requested additional trash cans at Veteran's Park. Ms. Roseberry reported further that there were dead trees in Veteran's Park and at the intersection of Montevista Avenue and Newton Street. Ms. Roseberry stated that she runs an Air-bnb and her neighbor's dog continually barks and she wasn't sure who to address the issue to.

Ms. Anna Bielecki appeared before Council regarding housekeeping of meeting minutes. Ms. Bielecki stated that in reviewing the minutes of January 21st regarding the election of Mayor and Vice-Mayor and it seemed to her that Councilmember Seal was elected Mayor. Ms. Bielecki read the motion from the January 21st meeting minutes. The Town Manager stated that was not correct.

Town Council Meeting Minutes
February 18, 2025
Page Two

Ms. Bielecki stated that at the February 3rd meeting it was discussed that the public was not to approach Councilmembers at the dais and that discussion was not mentioned in the minutes. Ms. Bielecki inquired about what the rule was going forward.

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF JANUARY 21ST AND FEBRUARY 3, 2025

The Deputy Town Clerk reported that on page 2 of the January 21st meeting minutes, in the first paragraph, that the word “nay” was missing after Councilmember Pent, in the vote. Mayor Cluff stated that in the February 3rd meeting minutes there was no mention of the discussion regarding the public approaching the dais. The Town Manager stated there had not been a decision yet and further discussion would take place at the retreat. It was the consensus of Council to amend the February 3rd meeting minutes, to add a discussion of the public approaching the dais, and it was deferred to the April retreat meeting.

Mayor Cluff stated the motion to adopt the minutes as amended and a vote of aye. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

DIRECTOR OF FINANCE - FINANCE REPORT

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

The Director of Finance reported that the General Fund Tax revenues were \$2.344M YTD and was \$159K favorable to budget.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$56K favorable to the budget due to timing of ARPA Fund deposits.

The Director of Finance reported that General Fund Revenue was \$322K favorable to budget.

The Director of Finance reported that Water Sales Revenue YTD was \$1.219M and was \$168K favorable to the budget.

The Director of Finance reported that Sewer Sales Revenue YTD was \$1.413M and the revenue was \$103K favorable to the budget.

The Director of Finance reported that Revenues YTD were \$529K favorable to budget.

The Director of Finance reported that payments for the month were \$1.565M. A \$758K payment was made to Fortiline for the water meter project, \$205K was paid to Johnston Construction Company for standpipe construction, \$27K was paid to Swan for Water Plant turbiwells, \$26K was paid to Rinker Designs for the sewer line projects, \$19K was paid to

Town Council Meeting Minutes
February 18, 2025
Page Three

Emerson for Sewer Plant upgrades and a \$59K loan payment was paid to US Bank for the Raw Water Storage Basin. The other payments were normal course of business expenses.

The Director of Finance stated that expenditures from the \$8.0M ARPA funding (including VDH) were \$4.4M ITD, of which \$140K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the SCADA system for the Sewer Plan, \$288K was used for sewer system upgrades, \$123K was paid for a dump truck, \$460K was paid for standpipe engineering services, a new generator and land, \$108K was for the Macon Road Mixer, \$90K covered water line engineering services, \$505K was spent on sewer line engineering services, \$754K started the water meter replacement, \$87K covered an intake pump and pump repairs, \$68K covered engineering services for the millimeter screen project and \$27K purchased turbidity meters.

The Director of Finance reported that \$1.562M was submitted to VDH for standpipe construction and had been reimbursed. The Director of Finance stated that \$205K additional standpipe construction costs was submitted to VDH for the quarter. The Water Meter Replacement project was expected to be \$1.256M and the Standpipe Phase 2 would be \$2.039M.

The Director of Finance stated that no further updates on the rate cuts were available. The VIP Stable Value fund yield was 4.52% for January; this fund tends to closely track the Fed Funds rate. The Town of Orange has \$986K invested in the fund. The VIP High Quality Bond fund gross market yield was 4.22% for January. The Town of Orange has \$708K invested in the fund.

UNFINISHED BUSINESS

CONTINUED DISCUSSION AND CONSIDERATION OF APPOINTMENTS TO BOARDS AND COMMISSIONS

Mayor Cluff suggested the following appointments and it was the consensus of Council to proceed with the appointments suggested by Mayor Cluff: Vice-Mayor Seal to be appointed to Rappahannock Rapidan Region Commission (PD-9), Councilmember Cashell to continue to be the liaison to the Orange County Board of Supervisors, and Mayor Cluff would be the liaison to the Town of Orange Planning Commission.

CONTINUED DISCUSSION OF TOPICS FOR THE COUNCIL RETREAT ON MONDAY, APRIL 7TH AT 4 P.M.

After discussion, it was consensus of Council that the following topics would be discussed at the April 7th Council Retreat: discussion of members of the public approaching the dais, discussion of adopting Roberts Rules of Order, discussion of increasing the procurement limits, discussion of upcoming goals for the year and setting a strategy to accomplish the goals, discuss long term goals, discussion on economic development vision for the Town, discussion on how communication could be improved with town citizens, and discussion of a "townhall" twice a year from the Mayor and Vice Mayor.

Town Council Meeting Minutes
February 18, 2025
Page Four

NEW BUSINESS

CONTINUED FY26 DRAFT BUDGET WORK SESSION

The Town Manager stated in order to meet the legal requirements for the budget approval and to obtain approval at the May 19, 2025, regular Town Council meeting, the proposed schedule was as follows:

- 2nd Draft Review of Budget – February 18, 2025
- Finalize Budget – March 3, 2025
- Authorization to advertise Budget – March 17, 2025
- Public Hearing on the Budget – April 21, 2025
- Budget Approval – May 19, 2025

The Town Manager stated that any suggested changes would be updated and presented at the March 3, 2025, work session. The Town Manager reported that there was a change to the budget that Council received and that the healthcare increase was \$13,430.

The Town Manager reported the carryovers for the FY2026 budget and the proposed unreserved items. After discussion it was the consensus of Council to add the following items to the budget.

- Sand Filter Replacement for the Water Treatment Plant
- 2027 Dump Truck
- Houseworth Sewer line – need to investigate grants for this project

It was consensus of Council for staff to get a quote for Taylor Park walls and handrails.

The Town Manager provided Council with a list of sidewalks that needed repairs and proposed new sidewalk locations from the Director of Public Works. The Town Manager stated that the bids for concrete were due on February 19th. The Town Manager stated further once the bid was awarded, the town would be able to provide estimates for the sidewalks.

After discussion, Councilmember Cashell stated that he had walked the sidewalks, and the budget line item needed to be increased. Councilmember Pent requested the total linear feet of the proposed new sidewalks. Councilmember Waugh-Robinson requested a list from staff of the most used sidewalks.

Mayor Cluff thanked town crews for their work and cleaning up after the last snowstorm.

Mayor Cluff thanked the Deputy Town Clerk for covering the meeting in the Town Clerk's absence.

Town Council Meeting Minutes
February 18, 2025
Page Five

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

Kimberly Strawser

Kimberly Strawser, CMC/CZA
Deputy Town Clerk

J. Harrison Cluff

J. Harrison Cluff, Mayor

Town Council Meeting Minutes
March 3, 2025
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. Councilmembers present were: Mayor J. Harrison Cluff, Vice-Mayor Delmer G. Seal, Jr., Councilmembers, Jason R. Cashell, Jeremiah V. Pent, and Donna Waugh-Robinson. Staff members present were: Town Manager Gregory S. Woods, Deputy Town Clerk Kimberly Strawser, CZA/CMC, Town Attorney Catherine Lea, Director of Finance Dianna Gomez, and Deputy Chief Rebecca Nelson. Town Clerk Wendy J. Chewning, MMC, was absent.

CALL TO ORDER

Mayor Cluff opened the meeting. The Deputy 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 Seal, to adopt the agenda, as presented. On vote, Mayor Cluff – nay, Vice-Mayor Seal – nay, Councilmember Cashell – nay, Councilmember Pent – nay, and Councilmember Waugh-Robinson – nay. The motion failed.

Councilmember Pent requested to add an item to closed session, discussion of personnel in the Community Development Department. The Town Manager informed Council that the Community Development Department reported to him.

Motion was made by Councilmember Pent, seconded by Councilmember Cashell, to add discussion of personnel in the Community Development Department to the closed session. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – nay. The motion carried with one member voting nay.

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

FY26 DRAFT BUDGET WORK SESSION

The Town Manager gave an overview of the DRAFT FY26 Budget to date:

The Town Manager reported that FY26 Budget did not include a return to Revenue Sharing. The Town Manager reported further that Revenue Sharing should return with the FY2027-FY2028 budgets. The Town Manager stated that the second draft of the FY26 Budget included the change for employee health insurance and changes to capital to include – deferring and removing Hill

Town Council Meeting Minutes
March 3, 2025
Page Two

Top Drive to a later budget, the Public Works Dump Truck needed for FY2027 and the sand filter replacement at the Water Treatment Plant.

The Town Manager reported that the budget revenue was \$10,350,690, the expenses were \$10,479,169 and would be a decrease to the reserves of \$(128,479). The Town Manager stated that Council needed to authorize staff to advertise the budget at their next meeting in two weeks. The Town Manager stated further that any changes that needed to be made had to be made before the budget was advertised.

Councilmember Pent inquired about the decrease in the reserves, if it was a one-time occurrence. The Town Manager stated that it was done to take out the additional amount needed for the Public Works Dump Truck for FY2027.

The Town Manager reported that there was \$1,365,453 in uncommitted funds that the Council could commit to other projects. The Town Manager stated that on page 3 of the budget overview there was a list of projects that could be included in FY26 Budget.

The Town Manager reported that the Director of Finance was investigating funding for the Millimeter Screen Project for the Water Treatment Plant. The Town Manager stated that it was not successful, and that funding had been put on hold. The Town Manager reported that staff had requested a PER from the engineer. The Town Manager reported further that the Millimeter Screen Project needed to be completed by the end of 2027. A discussion was held.

The Town Manager asked the Director of Finance to give an update on the funding that she was looking into. The Director of Finance stated that the funding she was looking into was not going well. The Director of Finance stated further that the funding was geared towards clean water and that there was no funding out there, specifically for millimeter screen. The Director of Finance reported she spoke with the VDH Office of Drinking Water and that all the applications would be reviewed and scored on the basis of need. The Director of Finance stated that applications were due on May 2nd. A discussion was held.

Councilmember Pent inquired about the healthcare increase of 12% and if staff was exploring any other options. The Town Manager reported that the Town had moved into a lower tier group, due to the town being under 50 employees, which was the cause of the increase. The Town Manager stated that it should change next budget year since we are now above 50 employees.

Vice-Mayor Seal inquired about the \$40,000 Police Department renovations. The Town Manager reported that it would be used to replace the ceiling tiles and all the carpet. The Town Manager reported further that Sedwick's would provide the materials at cost. Vice-Mayor Seal stated that the building needed a lot more money for improvements than \$40,000. A discussion was held on other options for a different location for the Police Department.

Town Council Meeting Minutes
March 3, 2025
Page Three

Councilmember Pent was in favor of including the Madison Road project in the FY26 Budget, he stated that this project would have the most impact. The Town Manager stated that this project would have to be done in stages and there were storm water issues to address. The Town

Manager stated that the town would need to apply for the 6-year road improvement plan through VDOT and obtain a PER from an engineer. A discussion was held.

Mayor Cluff inquired if a PER would be necessary for the Main Street Streetscape. The Town Manager stated that the Town had a design concept plan for the project to finish Main Street from Madison Road to Caroline Street.

Councilmember Cashell was in favor of the Madison Road engineering but would like to see Main Street Streetscape completed first.

Councilmember Waugh-Robinson was in favor of the millimeter screen project, the Houseworth sewer line and the liquid feed conversion.

Councilmember Cashell was in favor of adding more money for sidewalk projects/repairs. The Town Manager stated that E. Main Street sidewalk repair money was included in the budget. A discussion was held.

After discussion, it was the consensus of Council to include the following in the FY26 Budget:

- Houseworth Sewer Line – allocate \$300,000
- Madison Road - allocate \$500,000
- Main Street Streetscape engineering - allocate \$500,000
- Millimeter Screen Project – waiting on PER from engineer and staff would reach out to DEQ regarding funding
- Mid-Block Pedestrian Crossing – deferred until the Madison Road project is done

The Town Manager stated that these changes would be made to the FY26 Budget and brought back to Council at their next meeting on March 17th.

CLOSED SESSION – TOWN COUNCIL HELD A CLOSED SESSION – CONSULTATION WITH COUNSEL ON POTENTIAL LITIGATION AND PERSONNEL – COMMUNITY DEVELOPMENT DEPARTMENT

Motion was made by Councilmember Pent, seconded by Vice-Mayor Seal, to move into closed session under the provisions of State Code Section 2.2-3711, Subsection 7, for consultation with legal counsel and briefings by staff members, consultants or attorneys, pertaining to actual or probable litigation, or specific legal matters requiring the provisions of legal advice by counsel and State Code Section 2.2-3711, Subsection 1, personnel; discussion or consideration of or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees or any public body, and evaluation of performances of departments or

Town Council Meeting Minutes
March 3, 2025
Page Four

schools of state institutions of higher education where such matters regarding such specific individuals might be affect by such evaluation. On vote: Mayor Cluff – aye, Vice- Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried.

A brief recess was held before going into closed session.

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, to leave closed session and reconvene in regular session. On roll call vote: Councilmember Pent – aye, Vice-Mayor Seal – aye, Councilmember Waugh-Robinson – aye, Councilmember Cashell – aye, and Mayor Cluff – 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. The motion carried.

With no further business the meeting was adjourned at 8:42 p.m.

Kimberly Strawser

Kimberly Strawser, CZA/CMC
Deputy Town Clerk



J. Harrison Cluff, Mayor

Town Council Meeting Minutes

March 17, 2025

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 J. Harrison Cluff, Vice-Mayor Delmer G. Seal, Jr., 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, and Police Chief Kiline Madison.

CALL TO ORDER

Mayor Cluff opened the meeting and led everyone in the Pledge of Allegiance. The Town Clerk called roll and noted a quorum was present. Mayor Cluff welcomed back the Town Clerk from medical leave.

ADOPTION OF AGENDA

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

PUBLIC COMMENT

Ms. Doreen Brown appeared before Council on behalf of the Orange County Free Clinic. Ms. Brown thanked Town Council for their donations to the Clinic in the past and hopefully in the future. Ms. Brown stated that these donations made a huge difference in the past and will in the future.

Ms. Brown gave an overview of what the Free Clinic does for the Community, and the new projects that the Free Clinic had coming up in the future including the Food Pharmacy.

Mr. Sid Sidelko appeared before Town Council representing the Veterans of Foreign War. Mr. Sidelko questioned where the Town and VFW stood with regard to a Town/County Veteran's Memorial on Chatter Island. The Town Manager stated that the Town Council had already approved the placement of the Memorial. The Town Manager told Mr. Sidelko that what he sent him the other day regarding the Memorial was good, and he would write a letter to that effect so they could start their fundraising. Mr. Sidelko told the Town Council that he would email them a picture of the proposed Memorial.

Town Council Meeting Minutes
March 17, 2025
Page Two

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF FEBRUARY 18th AND MARCH 3rd, 2025

Motion was made by Councilmember Pent, seconded by Councilmember Waugh-Robinson, to adopt the minutes of February 18th and March 3rd, as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

DIRECTOR OF FINANCE - FINANCE REPORT

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

The Director of Finance reported that the General Fund Tax revenues were \$2.592M YTD and was \$178K favorable to budget.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$59K favorable to the budget due to timing of ARPA Fund deposits.

The Director of Finance reported that General Fund Revenue was \$338K favorable to budget.

The Director of Finance reported that Water Sales Revenue YTD was \$1.428M and was \$202K favorable to the budget.

The Director of Finance reported that Sewer Sales Revenue YTD was \$1.673M and the revenue was \$111K favorable to the budget.

The Director of Finance reported that Revenues YTD were \$651K favorable to budget.

The Director of Finance reported that payments for the month were \$438K. A \$10K payment was made to RTW Media for community room improvements, \$15K went to Trojan Technologies Corp for Sewer plant supplies, and \$7K for Rinker Designs for the Madison/Main Street signal light project. The other payments are normal course of business expenses.

Town Council Meeting Minutes
March 17, 2025
Page Three

The Director of Finance stated that expenditures from the \$8.0M ARPA funding (including VDH) were \$4.7M ITD, of which \$140K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the SCADA system for the Sewer Plan, \$288K was used for sewer system upgrades, \$123K was paid for a dump truck, \$460K was paid for standpipe engineering services, a new generator and land, \$108K was for the Macon Road Mixer, \$90K covered water line engineering services, \$522K was spent on sewer line engineering services, \$754K started the water meter replacement, \$87K covered an intake pump and pump repairs, \$68K covered engineering services for the millimeter screen project and \$27K purchased turbidity meters.

con Road Mixer, \$90K covered water line engineering services, \$522K was spent on sewer line engineering services, \$754K started the water meter replacement, \$87K covered an intake pump and pump repairs, \$68K covered engineering services for the millimeter screen project and \$27K purchased turbidity meters.

K was spent on sewer line engineering services, \$754K started the water meter replacement, \$87K covered an intake pump and pump repairs, \$68K covered engineering services for the millimeter screen project and \$27K purchased turbidity meters.

The Director of Finance reported that \$1.562M was submitted to VDH for standpipe construction and had been reimbursed. The Director of Finance stated that \$205K additional standpipe construction costs was submitted to VDH for the quarter. The Water Meter Replacement project was expected to be \$1.256M and the Standpipe Phase 2 would be \$2.039M.

The Director of Finance stated there is no indication of further rate cuts in the near future. The VIP Stable Value fund yield was 4.49% for February; this fund tends to closely track the Fed Funds rate. The Town of Orange has \$990K invested in the fund. The VIP High Quality Bond fund gross market yield was 4.03% for February. The Town of Orange has \$713K invested in the fund.

UNFINISHED BUSINESS

CONTINUED DISCUSSION OF TOWN COUNCIL RETREAT

The Town Manager read over the list of proposed agenda items for the Town Council Retreat scheduled for Monday, April 7th from 4 to 8 p.m., that was discussed at a previous meeting.

Mayor Cluff inquired whether staff wished to hold the Retreat meeting in the Town's Community Meeting Room or move the meeting to another location. After discussion, it was the consensus of Council to hold the Retreat in a facility somewhere in Town or in the Community Meeting Room.

NEW BUSINESS

DISCUSSION OF VACANCIES ON THE TOWN'S PLANNING COMMISSION

The Town Manager stated that there were currently two vacancies on the Town's Planning Commission. The Town Manager stated that Don Schafer resigned at the end of 2024, and his term was due to expire on June 30, 2025; and LJ Taylor recently resigned with a term to expire June 30, 2026.

Town Council Meeting Minutes
March 17, 2025
Page Four

The Town Manager stated that staff had received an application to the serve on the Town's Planning Commission from Mr. Jeff Crane of 14412 Kirkwall Road in the Town to fill Mr. Schafer's term on the Planning Commission through June 30, 2025, and then to be re-appointed through June 30, 2029.

Motion was made by Councilmember Pent, seconded by Councilmember Cashell, to appoint Jeff Crane of 14412 Kirkwall Road, Orange to fill the Town's Planning Commission vacancy left by Don Schafer to expire June 30, 2025. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

Another motion was then made by Councilmember Pent, seconded by Councilmember Cashell, to appoint Jeff Crane to the Town's Planning Commission with a term to expire June 30, 2029. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

DISCUSSION AND CONSIDERATION OF RECOMMENDATION OF APPOINTMENT TO THE ORANGE COUNTY ECONOMIC DEVELOPMENT AUTHORITY (EDA)

The Town Manager stated that Arthur Bryant had asked to vacate his term as the Town's representative on the Orange County Economic Development Authority.

Councilmember Waugh-Robinson stated that Anthony Schienschang, the Town's Economic Development Manager and a Town Resident, would be a great representative for the Town on the Orange County Economic Development Authority.

After discussion, the motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, to recommend the appointment to Orange County Board of Supervisors of Anthony Schienschang to serve as the Town's representative on the Orange County Economic Development Authority. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

CONSIDERATION OF AUTHORITY OF ADVERTISEMENT OF PUBLIC HEARING FOR THE FY26 DRAFT BUDGET AND APPROPRIATION ORDINANCE

The Town Manager reported that the DRAFT budget totaled \$10,350,690 in revenues and \$11,779,169 in expenditure resulting in a decrease in our reserves of \$1,428,479. The Town Manager reported that also before the Town Council there was a proposed Appropriation

Ordinance for FY2026 representing the budget amounts, as well as all taxes and fees to be applicable for FY26. The Town Manager stated that there were no tax or rate increases proposed.

Town Council Meeting Minutes
March 17, 2025
Page Five

The Town Manager stated that all changes had been made to the budget, as requested by the Council to include: \$500,000 Main Street/Caroline Streetscape, \$500,000 for Madison Road Engineering, and \$300,000 for Houseworth Sewer Line Project. The Town Manager stated that staff received a Preliminary Engineering Report today for the millimeter screens and that was \$4 million that must be complete by the end of 2027.

Councilmember Pent stated that he had been speaking with Dave Huntly about the Quiet Zone as a potential project for the Town. Councilmember Pent requested that \$20,000 be added to the FY26 DRAFT budget for a Preliminary Cost Study for the Quiet Zone. The Town Manager stated that Council could add this in the budget, but Norfolk Southern had already outlined their process for Quiet Zones. The Town Manager stated further that Norfolk Southern implied that they would be doing the study at our expense. Councilmember Pent stated that the study was necessary to find out the true cost.

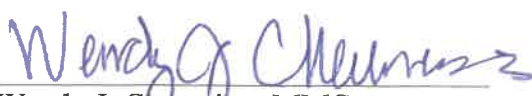
After discussion, it was the consensus of Town Council to add \$20,000 for a Preliminary Cost Study for the Quiet Zone.

Motion was made by Councilmember Pent, seconded by Councilmember Waugh-Robinson, to advertise the FY26 DRAFT Budget and Appropriation Ordinance, as amended. On roll call, Councilmember Cashell – aye, Councilmember Pent – aye, Vice-Mayor Seal – aye, Councilmember Waugh-Robinson – aye, and Mayor Cluff – aye. The motion carried unanimously.

WATER METER PROJECT

Vice-Mayor Seal inquired on how the Water Meter project was going. The Director of Finance stated that 22 meters had been installed to date.

With no further business the meeting adjourned at 8:05 p.m.


Wendy J. Chewning, MMC
Town Clerk


J. Harrison Cluff, Mayor

Town Council Retreat Meeting Minutes
Monday, April 7, 2025
Page One

The Orange Town Council held a retreat meeting at 4:00 p.m., at Greenock Manor in the Town of Orange. Town Councilmembers present were: Mayor J. Harrison Cluff, Vice-Mayor Delmer G. Seale, 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, Police Chief Kiline Madison, and Economic Development Manager Anthony Schienschang.

CALL TO ORDER

Mayor Cluff 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 Mayor Cluff, seconded by Councilmember Waugh-Robinson, to adopt the agenda, as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – aye, and Councilmember Waugh-Robinson – aye. The motion carried.

COUNCIL RETREAT – DISCUSSIONS ON THE TOWN'S PROCUREMENT POLICY/REVISIONS TO ORDINANCE, ECONOMIC DEVELOPMENT, FY26 GOALS, COMMUNICATION TO CITIZENS, PROJECT MANAGEMENT, PARLIAMENTARY PROCEDURES (APPROACHING THE DAIS)

A discussion was held by Town Council on the Procurement policy/revisions to ordinance, Economic Development, FY26 Goals, Communications to Citizens, Project Management, and Parliamentary Procedures (approaching the Dais).

ACTION ITEMS TAKEN BY COUNCIL DURING THE RETREAT MEETING:

- **Procurement Policy.** It was the consensus of Council to accept amendments changing the procurement levels from \$5,000 to \$15,000 and \$15,000 to \$80,000 for quotations, and all other amendments recommended by the Director of Finance and bring to Town Council at the regular April 21st meeting for consideration.
- **Economic Development.** The Economic Development Manager presented a 2025 Economic Vision Statement. Discussions were held on the Town's Façade Grant, American Woodmark leaving, a train stop coming to the Town, growth, tourism and the Town as a liaison to Montpelier. Councilmember Pent presented a list of Orange Economic Development opportunities that were presented at a previous Town Council meeting. It was decided that the Economic Development Manager would make revisions to Councilmember Pent's list and discussion would be held at a later date at a work session meeting.

Town Council Retreat Meeting Minutes
Monday, April 7, 2025
Page Two

Town Council had a dinner break from 5:20 to 5:45 p.m. Councilmember Pent was absent from the meeting from 5:50 to 6:30 p.m.

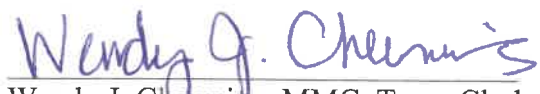
- **Goals to be accomplished.** Town Council discussed their goals that they would like to see accomplished in FY26 to include: sidewalk projects, North Madison Road Engineering Study, sand filters, implementation of Economic Development items, more broadband options, what to do with Chatter Island, Taylor Park improvements, paint traffic light boxes, finish ARPA projects, finish standpipe, finish water meter project, what to do with Gardener property, communication with town citizens, and a liaison to Montpelier. The Town Manager stated that the budget sets the goals. The Town Manager stated further that he wasn't against any of these goals/projects, but we had to have the money. The Town Manager reported that Houseworth Street wanted to be annexed, and he was waiting to hear from them.
- **Communications to Town citizens:** A discussion was held on ways for Town Council to communicate with citizens. Councilmember Waugh-Robinson stated that she loved getting the Town Manager's Weekly Report. The Town Council discussed getting a blast out to citizens via Code Red or sending out a quarterly newsletter via water bills. Councilmember Seal reminded staff that Spring clean-up wasn't supposed to happen over Easter and this year it was happening again. The Town Manager stated that he did not realize this and would check with Public Works.
- **Project Management:** Councilmember Cashell inquired who managed projects in the Town. The Town Manager stated that they were all different and a small discussion was held on this.
- **Approaching the Dias:** A discussion was held on approaching the Dias after a Town Council meeting. The Town Manager stated that when Town Council's backs were at the door, that Town Council didn't want the public approaching them at the Dias. The Town Attorney reminded the Town Council that if there were three Council Members in the building it could appear to be a meeting and a violation of FOIA. Councilmember Waugh-Robinson stated that perhaps the Mayor could read a statement that citizens must wait and approach Town Council members after they have left their tables for the evening.
- **Parliamentary Procedures:** The Town Attorney gave a short overview of the parliamentary procedures and Code of Ethics/Standards of Conduct that she had drafted. The Town Attorney stated that Town Council had not previously adopted either one of these and she felt something should be adopted even if Council just wanted to adopt that it loosely followed Roberts Rules of Order. Mayor Cluff stated that once everyone had a chance to review, this could be discussed further at another work session meeting.

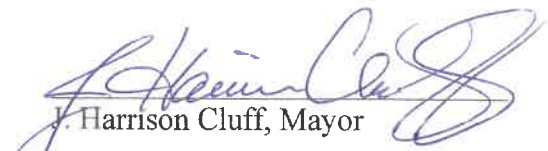
Town Council Retreat Meeting Minutes
Monday, April 7, 2025
Page Three

QUIET ZONE

The Town Manager handed out Quiet Zone material to the Town Council for their review at their convenience.

With no further business to come before Council, the meeting was adjourned at 7:38 p.m.


Wendy J. Chowning, MMC, Town Clerk


J. Harrison Cluff, Mayor

Town Council Meeting Minutes

April 21, 2025

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 J. Harrison Cluff, Vice-Mayor Delmer G. Seal, Jr., Councilmembers Jason R. 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 Debbie Kendall, ICMA-CM, AICP and Deputy Chief Rebecca Nelson. Councilmember Jeremiah V. Pent was absent.

CALL TO ORDER

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

ADOPTION OF AGENDA

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

PUBLIC HEARING

TOWN COUNCIL HELD A PUBLIC HEARING ON THE FY26 DRAFT BUDGET AND APPROPRIATION ORDINANCE

The Town Manager stated that the draft FY26 Budget totaled \$10,350,690 in revenue and \$11,779,169 in expenditures. The Town Manager stated further that all taxes and rates were staying the same as FY2025. The Town Manager gave a review of revenues, costs, and capital expenditures.

The Mayor opened the Public Hearing and called for Public Comment. There was no Public Comment on the Budget or Appropriation Ordinance.

Mayor Cluff closed the Public Hearing and called for questions/comments from Town Council.

Mayor Cluff thanked the Town Manager and Finance Office for all of their hard work on the Budget.

PUBLIC COMMENT

Ms. Kathy Judge appeared before Council requesting that Town Council stop construction companies from using her neighbor as a staging area. Ms. Judge questioned whether Public Works could revise their permit to allow work only during daylight and within 50 feet of the work site.

Town Council Meeting Minutes
April 21, 2025
Page Two

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF MARCH 17th
AND APRIL 7th, 2025

Motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, to adopt the minutes of March 17th and April 7th, as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried unanimously.

REPORTS

DIRECTOR OF FINANCE - FINANCE REPORT

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

The Director of Finance reported that the General Fund Tax revenues were \$2.814M YTD and was \$178K favorable to budget.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$61K favorable to the budget due to timing of ARPA Fund deposits.

The Director of Finance reported that General Fund Revenue was \$372K favorable to budget.

The Director of Finance reported that Water Sales Revenue YTD was \$1.597M and was \$264K favorable to the budget.

The Director of Finance reported that Sewer Sales Revenue YTD was \$1.957M and the revenue was \$308K favorable to the budget. The Director of Finance reported further that sewer availability fees were \$493K YTD and were predicted to be \$255K over budget.

The Director of Finance reported that Revenues YTD were \$944K favorable to budget.

The Director of Finance reported that payments for the month were \$578K. A \$54K payment was made to Fortiline for the new water meter project, \$33K went to Chemung Contracting for paving, \$15K was paid to Rinker Design for sewer line design, \$28K to Aqua-Aerobic Systems for disk filter control upgrades at the sewer plant, \$12K to Eagle Electrical for hoist upgrades at the sewer plant, and \$26K for Dorsett Technologies for Water Plant Scada hardware. The other payments were normal course of business expenses.

The Director of Finance reported that Expenditures from the \$8.0M ARPA funding (including VDH) were \$4.8M ITD, of which \$166K went toward engineering services and equipment for

Town Council Meeting Minutes
April 21, 2025
Page Three

the Liquid Feed project at the Water Plant, \$231K went toward the SCADA system for the Sewer Plant, \$328K was used for sewer system upgrades, \$123K paid for a dump truck, \$460K has gone to Standpipe Engineering services, a new generator and land, \$108K has been used for the Macon Road Mixer, \$90K covered Water Line Engineering Services, \$541K has been spent on the Sewer Line Engineering services, \$808K covers the water meter replacement with 664 meters complete, \$87K covered an intake pump and pump repairs, \$68K covered engineering services for the millimeter screen project, and \$27K purchased Turbidity meters. The Director of Finance reported that reimbursement for \$1.767M was submitted to VDH for Standpipe Construction and have been reimbursed \$1.562M. The Water Meter Replacement project was expected to be \$1.256M and the Standpipe Phase 2 project will be \$2.039M.

The Director of Finance stated that the Feds had made no adjustment to rates at the March meeting, opting for a "wait and see" approach given the trade policy uncertainty. The VIP Stable Value fund yield was 4.46% for March. The Town of Orange has \$993K invested in the fund. The VIP High Quality Bond fund gross market yield was 3.95% for March. The Town of Orange has \$716K invested in the fund.

UNFINISHED BUSINESS

CONTINUED DISCUSSION OF CHATTER ISLAND

Town Council held a discussion on Chatter Island. It was the consensus of Council to hold off on doing anything at Chatter Island until the VWF fundraising was complete for the construction of the memorial.

A discussion was held on how to make the old Town Shop more presentable.

DISCUSSION OF REVISED SIDEWALKS LIST

A lengthy discussion was held by Town Council and staff on Town sidewalk upgrades and repairs. After discussion, it was consensus of Town Council that E. Main Street to Landon Lane sidewalk upgrades would be done in FY25, with Harper Drive repairs and W. Church Street upgrades would be done in FY26.

CONSIDERATION OF PROCUREMENT ORDINANCE (ORD2025-01)

The Director of Finance stated that Town Council and staff had discussed the amended Procurement Ordinance at the Town Council Retreat. The Director of Finance stated that it was the consensus of the Council to accept the amendments to change the procurement policy levels recommended. The Director of Finance stated that before Town Council this evening was an Ordinance for consideration.

After discussion, the motion was made by Mayor Cluff seconded by Councilmember Waugh-Robinson, to adopt Ordinance (ORD2025-01), as presented. On roll call vote, Councilmember

Town Council Meeting Minutes
April 21, 2025
Page Four

ORD2025-01

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

Sec. 2-281. - Small purchases.

(a) The Town Manager may enter into single or term contracts without following the requirements of this article for competitive sealed bids or competitive negotiation for the purchase of:

1. Goods and nonprofessional services and non-transportation-related construction if the aggregate or the sum of all phases is not expected to exceed \$80,000.00;
2. Transportation-related construction, If the aggregate or sum of all phases is not expected to exceed \$25,000.00; and
3. Professional services, if the aggregate or sum of all phases is not expected to exceed \$80,000.00.

(b) The Town Manager shall, wherever practicable, seek competitive prices on small purchases pursuant to this section. For the purchase of goods in excess of \$15,000.00, the Town manager shall secure at least three estimates or proposals from different vendors, where practicable. Verbal quotations will be permitted, provided the Town Manager causes a written record of all such verbal quotations to be made and filed with records of the transaction.

(c) All other purchases shall be made in accordance with the provisions of this article.

State Law Reference – Methods of procurement, Code of Virginia § 2.2-4303(G)

NOW, therefore, BE IT ORDAINED by the Town Council of the Town of Orange, this 21st day of April 2025, that Section 2-281 – Small purchases be amended to become effective immediately.

CONTINUED DISCUSSION OF LIAISON TO MONTPELIER

Mayor Cluff stated that at the Town Council Retreat a discussion was held on having a liaison to Montpelier. Mayor Cluff stated that Montpelier was very interested in this, and Councilmember Cashell had expressed an interest in being the liaison. The Town Attorney stated that these appointment duties needed to be written up. It was the consensus of Town Council to have the Mayor and Town Attorney discuss the Montpelier liaison duties and present to Council at the regular May 19th meeting.

CONTINUED DISCUSSION OF TOWN NEWSLETTER

A continued discussion was held on a new Town newsletter and how to keep the citizens informed of what was going on in the Town. Mayor Cluff presented to Town Council the draft newsletter that Administrative Assistant Lisa Good had prepared. Councilmember Cashell suggested that Councilmember Pent be involved with the newsletter.

Town Council Meeting Minutes
April 21, 2025
Page Five

NEW BUSINESS

CONSIDERATION OF APPOINTMENT OF ZONING ADMINISTRATOR AND
SUBDIVISION AGENT

The Town Manager stated that per Article 1 - 4.1 of the Town of Orange Subdivision Ordinance that Town Council would delegate an agent to administer provisions of the Subdivision Ordinance and Per Article 2-60 of the Town of Orange Zoning Ordinance and Va. Code Sec. 15-2-2286 A(4), the designated agent shall enforce and administer the Zoning Ordinance.

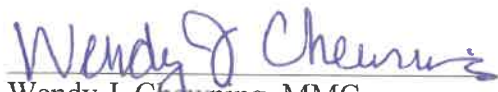
After discussion, the motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Cashell, to appoint Deborah Kendall as the Town's Subdivision Agent and Zoning Administrator. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

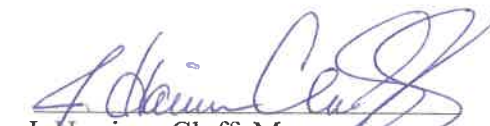
The Town Manager questioned the Town Attorney whether the Deputy Town Clerk could be appointed as Assistant Zoning Administrator. The Town Attorney stated that she would draw up the language for consideration at the regular May 19th meeting.

RSA CONTRACT

The Town Manager stated that the RSA contract addendum related to the Route 20 vault was approved.

With no further business the meeting adjourned at 8:15 p.m.


Wendy J. Chewning, MMC
Town Clerk


J. Harrison Cluff, Mayor

Town Council Special Meeting Minutes
Tuesday, May 6, 2025
Page One

The Orange Town Council held a special meeting at 5:00 p.m., in the Town's Community Meeting Room. Town Councilmembers present were: Mayor J. Harrison Cluff, Vice-Mayor Delmer G. Seal, Jr., and Councilmember 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. Councilmembers Jason Cashell and Jeremiah Pent were absent.

CALL TO ORDER

Mayor Cluff 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 Mayor Cluff, seconded by Councilmember Waugh-Robinson, to adopt the agenda, as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – absent, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

CONSIDERATION OF RESOLUTION (RES2025-05) OF COMMITMENT TO PROCEED WITH THE CONSTRUCTION OF THE LIQUID FEED SYSTEM PROJECT

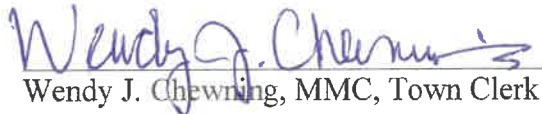
The Director of Finance reported that Congressman Vindman's assistant, Marc Rabourdin sent an email requesting applications for Community Project Funding. The Director of Finance reported further that the funding had several requirements: Construction must be targeted in late 2026 or 2027, requests could not be made to reimburse previously spent funds, and brick and mortar projects were typically the most successful. The Director of Finance stated that staff felt it would be a good time to apply for the funds that were needed for the Liquid Feed building because of the last recommendation. The Director of Finance stated further that Mr. Rabourdin reviewed the project with staff and agreed that it was a good project for the funding. The Director of Finance stated that the application was submitted, and that Mr. Rabourdin communicated that the project would be moving forward pending any flags from the Committee, but that the Town needed to submit a letter of support from the Mayor and Town Manager and a Resolution committing to the project from Town Council. The Director of Finance that the letter of support had been sent to Congressman Vindman's office, and before Council this evening was the consideration of the 80/20 split resolution, to provide \$800,000 for the project and the Town would be required to fund \$200,000. The Director of Finance stated that each House office was permitted to submit 15 projects from their district for funding.

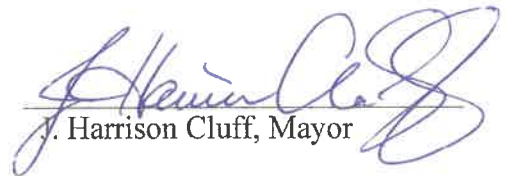
Mayor Cluff read Resolution (RES202505).

Town Council Special Meeting Minutes
Tuesday, May 6, 2025
Page Two

After discussion, the motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, to accept Resolution (RES2025-05), as presented. On roll call vote, Vice-Mayor Seal – aye, Councilmember Waugh-Robinson – aye, Councilmember Cashell – absent, Councilmember Pent – absent, and Mayor Cluff – aye. The motion carried.

With no further business to come before Council, the meeting was adjourned at 5:12 p.m.


Wendy J. Chewning, MMC, Town Clerk


J. Harrison Cluff, Mayor

Town Council Meeting Minutes
May 19, 2025
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 J. Harrison Cluff, Vice-Mayor Delmer G. Seal, Jr., Councilmembers Jason R. 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 Debbie Kendall, ICMA-CM, AICP and Police Chief Kiline Madison. Councilmember Jeremiah Pent was absent.

CALL TO ORDER

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

ADOPTION OF AGENDA

Mayor Cluff made a motion to add the appointment of Jason Cashell as Liaison to Montpelier as item 8E on the agenda, contingent on the 8D item discussion, it was seconded by Councilmember Waugh-Robinson. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

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

PUBLIC COMMENT

Mr. Kent Higginbotham of 150 Blue Ridge Drive appeared before Council regarding a base rate refund totaling \$15,800. No action was taken by Council.

Ms. Grayson Butterfield of 11499 Rapidan Road stated that a lot of work had been done on Church Street, and she appreciated the signs. Ms. Butterfield stated that she had received positive feedback on the Charters of Freedom, James Madison Museum, and new sidewalks. Ms. Butterfield stated that walkability in Town was getting better.

Town Council Meeting Minutes
May 19, 2025
Page Two

TOWN COUNCIL CONSIDERED TOWN COUNCIL MEETING MINUTES OF APRIL 21st AND MAY 6th, 2025

Motion was made by Mayor Cluff, seconded by Councilmember Waugh-Robinson, to adopt the minutes of April 21st and May 7th, 2025, as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

REPORTS

DIRECTOR OF FINANCE - FINANCE REPORT

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

The Director of Finance reported that the General Fund Tax revenues were \$3.076M YTD and was \$222K favorable to budget.

The Director of Finance reported that in addition to the favorable tax revenue variances, interest income was \$64K favorable to the budget due to timing of ARPA Fund deposits.

The Director of Finance reported that General Fund Revenue was \$435K favorable to budget.

The Director of Finance reported that Water Sales Revenue YTD was \$1.765M and was \$292K favorable to the budget.

The Director of Finance reported that Sewer Sales Revenue YTD was \$2.201M and the revenue was \$321K favorable to the budget. The Director of Finance reported further that sewer availability fees were \$567K YTD and were predicted to be \$259K over budget.

The Director of Finance reported that Revenues YTD were \$1.049M favorable to budget.

The Director of Finance reported that payments for the month were \$530K. A \$22K payment was made to Fortiline for the new water meter project, \$130K went to Ovivo for the Screen 1 repair at the sewer plant, \$13K to Aqua-Aerobic Systems for disk filter panel upgrade at the sewer plant, and \$31K to Eagle Electrical for Scada and disk filter control upgrades at the sewer plant. The other payments were normal course of business expenses.

The Director of Finance reported that Expenditures from the \$8.0M ARPA funding (including VDH) were \$5.0M ITD, of which \$166K went toward engineering services and equipment for the Liquid Feed project at the Water Plant, \$231K went toward the SCADA system for the Sewer Plant, \$372K was used for sewer system upgrades, \$123K paid for a dump truck, \$460K has gone to Standpipe Engineering services, a new generator and land, \$108K has been used for the Macon Road Mixer, \$90K covered Water Line Engineering Services, \$541K has been spent

Town Council Meeting Minutes
May 19, 2025
Page Three

on the Sewer Line Engineering services, \$954K covers the water meter replacement with 968 meters complete, \$87K covered an intake pump and pump repairs, \$68K covered engineering services for the millimeter screen project, and \$27K purchased Turbidity meters. The Director of Finance reported that reimbursement for \$1.767M was submitted to VDH for Standpipe Construction and have been reimbursed \$1.767M. The Water Meter Replacement project was expected to be \$1.256M and the Standpipe Phase 2 project will be \$2.039M.

The Director of Finance stated that that the Feds had made no adjustment to rates at the May meeting, having concerns about the impact of tariffs on inflation. The VIP Stable Value fund yield was 4.45% for April. The Town of Orange has \$997K invested in the fund. The VIP High Quality Bond fund gross market yield was 3.71% for April. The Town of Orange has \$721K invested in the fund.

UNFINISHED BUSINESS

CONSIDERATION OF FY26 BUDGET

The Town Manager stated that the draft FY26 Budget totaled \$10,350,690 in revenue and \$11,779,169 in expenditures. The Town Manager gave a review of revenues, costs, and capital expenditures.

The breakdown by fund was:

	<u>Revenues</u>	<u>Expenses</u>	<u>Reserves</u>
General Fund	\$ 4,486,590	\$ 5,837,247	\$(1,350,657)
Capital Fund	1,952,500	1,952,500	-
Water Fund	1,753,650	1,857,944	(104,294)
Wastewater Fund	<u>2,157,950</u>	<u>2,151,478</u>	<u>6,472</u>
Total	<u>\$10,350,690</u>	<u>\$11,779,169</u>	<u>\$(1,428,479)</u>

After discussion, the motion was made by Councilmember Waugh-Robinson, seconded by Councilmember Cashell, to adopt the FY26 Budget, as presented. On roll call vote, Councilmember Pent – absent, Vice-Mayor Seal – aye, Councilmember Waugh-Robinson – aye, Councilmember Cashell – aye, and Mayor Cluff – aye. The motion carried.

Vice-Mayor Seal thanked the Town Manager for all of his hard work on the budget.

CONSIDERATION OF FY26 APPROPRIATION ORDINANCE

The Town Manager stated that all taxes and rates were staying the same as FY25. The Town Manager stated that it was implied that County tax rates may go up, and if this indeed happened, we may have to equalize.

Town Council Meeting Minutes
May 19, 2025
Page Four

After discussion, the motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, to adopt the FY26 Appropriation Ordinance, as presented. On roll call vote, Vice-Mayor Seal – aye, Councilmember Waugh-Robinson – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Mayor Cluff – aye. The motion carried.

CONSIDERATION OF AUTHORIZATION OF APPOINTMENT OF INTERIM ZONING ADMINISTRATION

The Town Attorney reported that in discussing the appointment of the Zoning Administrator at the April 21, 2025, Town Council meeting, it was decided that the appointment of an interim zoning administrator was recommended in the case of retirement, resignation or when the appointed Zoning Administrator could not perform their regular duties for health reasons.

The Town Attorney stated that under the Dillon Rule, there was no provision for the appointment of an assistant zoning administrator in the authorizing code section, Va. Code Va. Code Sec. 15.2-2286 A(4). However, allowing the town manager the authority to appoint someone to the position on an interim basis was consistent with the Town's Council-Manager form of government and would allow responsiveness to unexpected situations without compromising the vital role of enforcement of the zoning ordinance.

After discussion, the motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, to authorize the Town Manager to appoint an interim zoning administrator in the case the Zoning Administrator was unable to perform their duties due to absence, incapacity, resignation or retirement. On roll call vote, Vice-Mayor Seal – aye, Councilmember Waugh-Robinson – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Mayor Cluff – aye. The motion carried.

DISCUSSION OF DESCRIPTION OF LIAISON ROLE TO COMMISSIONS AND OTHER ORGANIZATIONS

The Town Attorney presented the description for the role of liaison for consideration by the council.

LIAISON WITH COMMISSIONS AND OTHER ORGANIZATIONS

A Council Liaison is a council member who is specifically assigned to serve as a liaison on behalf of Council with an internal commission or outside organization. The primary role of the Liaison is to facilitate communication between a committee, commission or outside organization and the Council, by code, policy or invitation. A Liaison acts as:

1. Spokesperson on behalf of the Council, when so directed by the Council when seated as a body.
2. Contact person, if the organization wants such a channel of communication.
3. Monitor, to identify procedural and structural issues relating to the effective functioning of the organization for Council.

Town Council Meeting Minutes
May 19, 2025
Page Five

After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Mayor Cluff, to adopt the description of the liaison role, as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

CONSIDERATION OF COUNCILMEMBER JASON CASHELL AS LIASION TO MONTPELIER

Motion was made by Mayor Cluff, seconded by Councilmember Waugh-Robinson, to appoint Councilmember Jason Cashell as the Town's Liaison to Montpelier. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

NEW BUSINESS

CONSIDERATION OF RESOLUTION (RES2025-06) REGARDING LOCAL AND REGIONAL WATER SUPPLY PLANNING AND APPLICATION FOR THE FY2025 WATER SUPPLY PLANNING GRANT

The Town Manager stated that prior to the latest legislation water supply plans were the responsibility of the Counties. The Town Manager reported that the last one prepared for Orange County was in 2006 and was required to be updated on a five-year basis. The Town Manager stated that this had not produced the best results and the state legislature through DEQ had passed legislation that plans were to be done regionally.

The Town Manager reported that most localities had contracted out with regional commissions to provide for this study. The Town Manager reported further that part of the requirement was to adopt a resolution to show that the localities were in support of the process and were required to provide a resolution to the governing body. The Town Manager stated that before Town Council was a support resolution and it was due back no later than June 1, 2025.

After discussion, the motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, to adopt Resolution (RES2026-06), as presented. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

RESOLUTION

A Resolution Regarding Local and Regional Water Supply Planning and Application for a FY2025 Water Supply Planning Grant

Whereas, the Virginia General Assembly has mandated the development of regional water supply plans throughout the Commonwealth and the State Water Control Board has developed regulations to implement this planning process; and

Whereas, based upon these regulations the Town of Orange is required to contribute towards a regional water supply plan that fulfills the regulations by deadlines established in 9VAC25-780-50.A, specifically:

Town Council Meeting Minutes
May 19, 2025
Page Six

“Each locality in a regional planning area shall assist its regional planning unit in developing and submitting a single jointly produced regional water supply plan to the Department within **five years from October 9th, 2024**”

Whereas, regional planning areas are designated by 9VAC25-780-45.B, and a local government may request that the Department change its designated regional planning area to an adjoining planning area in accordance with 9VAC25-780-45.C.

Whereas, the following elements must be included in regional water supply plans in accordance with 9VAC25-780:

- A description of existing water sources in accordance with the requirements of 9VAC25-780-70;
- A description of existing water use in accordance with the requirements of 9VAC25-780-80;
- A description of existing water resource conditions in accordance with the requirements of 9VAC25-780-90;
- An assessment of projected water demand in accordance with the requirements of 9VAC25-780-100;
- A statement of need for the regional planning unit in accordance with the requirements of 9VAC25-780-100;
- An alternatives analysis to address projected deficits in water supplies in accordance with the requirements of 9VAC25-780-100;
- A description of water management actions in accordance with the requirements of 9VAC25-780-110 and 9VAC25-780-120;
- A description of drought response and contingency plans for each local government in the RPU, in accordance with the requirements of 9VAC25-780-120;
- An identification of water supply risks and regional strategies to address identified risks in accordance with the requirements of 9VAC25-780-125; and
- A map identifying important elements discussed in the water supply plan that may include existing environmental resources, existing water sources, significant existing water uses, and proposed new sources, and

Whereas, the Virginia Department of Environmental Quality has announced the availability of grant funds to assist Regional Planning Units and offset some of the costs related to the development of these Plans and are encouraging RPUs to submit applications for grant funds; and

Whereas, for purposes of this DEQ water supply grant fund program, the Town of Orange will participate within the Northern Piedmont 1 Regional Planning Unit, and

Whereas, the Regional Planning Unit, through the Rappahannock-Rapidan Regional Commission wishes to apply for and secure DEQ grant funds to help offset the cost of regional water supply plan development.

NOW, THEREFORE BE IT RESOLVED that the Town of Orange agrees to participate with all local governments and water authorities within the Northern Piedmont 1 Regional Planning Unit in the development of a regional water supply plan that will comply with mandated regulations; and

BE IT FURTHER RESOLVED that the Rappahannock-Rapidan Regional Commission is authorized to develop an application for water supply planning grant funds to offset to the extent feasible the cost of developing said regional water supply plan; and

BE IT FURTHER RESOLVED that the Rappahannock-Rapidan Regional Commission agrees to manage all grant funds received and allocate these shared funds towards the tasks and deliverables proposed in the grant application for the benefit of the entire Regional Planning Unit, and

BE IT FINALLY RESOLVED that the Rappahannock-Rapidan Regional Commission is authorized to sign the DEQ contract and other appropriate documents related to the water supply planning grant and the regional water supply plan.

Upon the motion of Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, this resolution was approved by Orange Town Council on this 19th day of May, 2025.

Town Council Meeting Minutes
May 19, 2025
Page Seven

DISCUSSION OF TATUM LAHORE, LLC PETITION FOR ANNEXATION

Mayor Cluff declared that his family used to own the three parcels being discussed this evening, but currently he had no interest in the properties and stated that he could take part in the discussion and vote without any conflict.

Councilmember Waugh-Robinson stated that she represented the buyer and seller the last time the property was sold but she also currently had no conflict.

The Town Attorney stated that she had been served with a petition from Tatum Lahore, LLC for the annexation of 3 parcels of real property into the Town. The Town Attorney stated further that they intend to publish notice in the Orange County Review, as required under Code, prior to filing the petition, beginning May 15, 2025. The Town Attorney stated that this matter was on the agenda to inform and update Council on the process and for Council to advise the town attorney.

Impact: The Town Attorney stated that although the property owner would become subject to Town property taxation, there were no new charges or fees anticipated in association with the annexation. The Town Manager stated further as noted in the petition, the petitioner was the sole owner of the relevant parcels and contemplates benefiting from possible expansion of the Town's water and sewer services if any future projects were undertaken.

The town attorney reported that she was in communication with the county attorney to facilitate the direction of Council to proceed in this matter.

CONSIDERATION OF DONATION TO THE ORANGE COUNTY CHAMBER OF COMMERCE FOR THE 50TH ANNUAL DOWNTOWN ORANGE STREET FESTIVAL

The Town Manager reported that staff had received a request from the Orange County Chamber of Commerce for a request for donation and a marketing opportunity for the 50th Annual Orange County Street Festival.

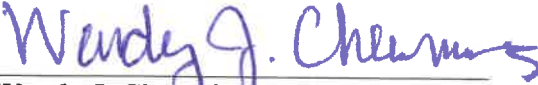
After discussion, motion was made by Councilmember Waugh-Robinson, seconded by Vice-Mayor Seal, to contribute \$975 from the Town's Miscellaneous Fund to the Orange County Chamber of Commerce for two marketing booths at the Chamber Street Festival in September. On vote, Mayor Cluff – aye, Vice-Mayor Seal – aye, Councilmember Cashell – aye, Councilmember Pent – absent, and Councilmember Waugh-Robinson – aye. The motion carried.

MUSIC IN THE PARK

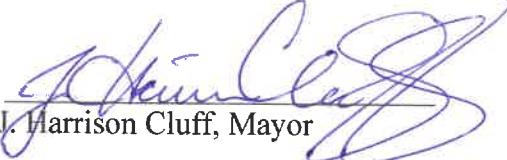
The Town Clerk reminded everyone that the first Music in the Park was this Thursday, May 22nd at 6 p.m. with Brisk.

Town Council Meeting Minutes
May 19, 2025
Page Eight

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



Wendy J. Chewning, MMC
Town Clerk



J. Harrison Cluff, Mayor