

**WARSAW TOWN COUNCIL
COUNCIL CHAMBERS – 78 BELLE VILLE LANE
MARCH 10, 2016
7:00 P.M.**

Mayor Mark E. Milstead called the Warsaw Town Council to order in Council Chambers at 78 Belle Ville Lane. At 6:00 this evening we met at the Rappahannock Community College Library and had a brief walk-around the newly renovated library and presented a check in the amount of \$7,100.00. Council members present were Mayor Mark E. Milstead, Vice-Mayor Paul G. Yackel, Ralph W. Self, William L. Washington, Ogle E. Forest, Sr. and Roger R. Lee.

Staff present was John M. Slusser, Town Manager, Interim Chief of Police Joan Kent, Officer Danny Maupin, Susan M. Pemberton, Treasurer and Clerk of Council and William L. Lewis, Town Attorney.

Others present were Mary Beth Bryant, Larry Thorn and Shannon Waters reporter for the Northern Neck News.

Approval of Minutes – February 11, 2016

Councilman Lee moved that Council accept the minutes of February 11, 2016 meeting. Councilman Self seconded the motion. The following vote was taken.

Mark E. Milstead	Aye	Ralph E. Self	Aye
William L. Washington, IV	Aye	Roger R. Lee	Aye
Ogle E. Forrest, Sr.	Aye	Paul G. Yackel	Aye

Financial Report – February 2016

Councilman Washington moved that Council accept February 2016 Financial Report without addition or correction. Councilman Lee seconded the motion. The following vote was taken.

Mark E. Milstead	Aye	Ralph E. Self	Aye
William L. Washington, IV	Aye	Roger R. Lee	Aye
Ogle E. Forrest, Sr.	Aye	Paul G. Yackel	Aye

Mayor's Report

Mayor Milstead stated that there were 4 vacancies for Town Council for the election on May 3, 2016 and there were 3 candidates that have turned in their paperwork.

Manager's Report

John M. Slusser, Town Manager stated that William Lewis, Town Attorney has been appointed as judge for the Juvenile & Domestic Relations District Court and this will take effective as of July 1, 2016. Therefore we would need to search for another Town Attorney to replace him. William Lewis stated he had recommendations for the council.

Northern Neck Transmission property owned by John W. Hawkes, III and DeLinda Hawkes sale has been executed.

John M. Slusser, Town Manager stated that the VDOT grant was in Phase II and working on appraisals for easements.

Police Report

Interim Chief of Police Joan N. Kent stated that the monthly report was in the packet. We are working on accounting for the inventory in the evidence room and getting cameras installed. We have withdrawn the DMV grant and will reapply in 2017. There has been an ad placed in the paper to advertise for a Full Time Officer. The next Triad meeting will be March 22, 2016 at 9:30 a.m. at the Bay Transit Building.

Northern Neck Regional Jail Report

J. Lawrence Thorn reported the Northern Neck Regional Jail Board held their monthly meeting Wednesday, March 2, 2016. The population for this month was approximately 276 of which 133 were Federal Inmates and by the end of the day Federal Inmates had increased to 145. The NN Regional Jail is negotiating with the County of Gloucester and could bring about 130 additional prisoners which should resolve the water problem and looks very good for the Town of Warsaw.

Planning Commission Report

William L. Washington, IV, Vice Chairman for the Planning Commission stated that the Board of Zoning Appeals had referred to the Planning Commission the Application for Variance from Herbert Family Holdings, LLC at 141 Quail Trail.

The conditions were as follows:

- 1) The structure must be at least 100 ft. from the road, at least 25 feet from the rear property line, and at least 2 feet from the side property line.
- 2) The structure cannot exceed 1120 square feet.
- 3) The structure must be residentially compatible in appearance as determined by the Planning Commission and must be submitted for their approval prior to the issuance of a zoning permit.

- 4) The existing entrance/driveway must be used to access the structure.

This has been reviewed and signed off for approval.

Mayor Milstead stated there will be a meeting with Springsted on March 18, 2016 at 6:00p.m. to start the process for them to interview for hiring of a new Town Manager once they know what council would like in a new Town Manager.

New Business

Health Benefits Renewal

The Local Choice Health Benefits Program has an increase this year of \$37.00 from \$595.00 to \$632.00 for the Key Advantage Expanded for the employees. Councilman Yackel made a motion to continue with the same plan as previous for the employees. Councilman Forrest seconded the motion. The following vote was taken.

Mark E. Milstead	Aye	Ralph E. Self	Aye
William L. Washington, IV	Aye	Roger R. Lee	Aye
Ogle E. Forrest, Sr.	Aye	Paul G. Yackel	Aye

New Business

Northern Neck Electric Cooperative

Tower Recertification Renewal

John M. Slusser, Town Manager stated that Northern Neck Electric Cooperative requests recertification of its Special Use Permit for its communications tower located at 65 St. Johns Street. The existing tenants need to apply for a Conditional Use Permit within the next 60 days.

Councilman Washington made a motion to approve the request for the recertification of its Special Use Permit for its tower located at 65 St. Johns Street with the subject the tenants apply for the CUP within 60 days from notification. Councilman Forrest seconded the motion. The following vote was taken.

Mark E. Milstead	Aye	Ralph E. Self	Aye
William L. Washington, IV	Aye	Roger R. Lee	Aye
Ogle E. Forrest, Sr.	Aye	Paul G. Yackel	Aye

New Business

Contract to Extend Water Line Under US360 – Franklin Mechanical

Chairman of the Utilities Committee, Ogle E. Forrest made a recommendation for the contract to run the waterline under US360 with Franklin Mechanical in the amount of \$77,500.00 connection on 1 side and then plug it up to Baileys Ridge Subdivision and tie into existing Meadowbrook from a 4 inch line to an 8 inch line. Councilman William Washington made a motion to enter into a contract with Franklin

Mechanical and authorize the Town Manger to sign representing the Town of Warsaw. Councilman Self seconded the motion. The following vote was taken.

Mark E. Milstead	Aye	Ralph E. Self	Aye
William L. Washington, IV	Aye	Roger R. Lee	Aye
Ogle E. Forrest, Sr.	Aye	Paul G. Yackel	Aye

New Business

Contract with Ryan Edwards to Clear Easement

Chairman of the Utilities Committee, Ogle E. Forrest made a recommendation for the contract to clear easement with Ryan Edwards in the amount of \$2,500.00. Councilman William Washington made a motion to enter into a contract with Ryan Edwards and authorize the Town Manger to sign representing the Town of Warsaw. Councilman Self seconded the motion. The following vote was taken.

Mark E. Milstead	Aye	Ralph E. Self	Aye
William L. Washington, IV	Aye	Roger R. Lee	Aye
Ogle E. Forrest, Sr.	Aye	Paul G. Yackel	Aye

Closed Session

Councilman Yackel made a motion to convene into closed session as permitted by Virginia Code Section 2.2-3711(A)(1) relating to personnel action .Councilman Forrest seconded the motion. The following vote was taken.

Mark E. Milstead	Aye	Ralph E. Self	Aye
William L. Washington, IV	Aye	Roger R. Lee	Aye
Ogle E. Forrest, Sr.	Aye	Paul G. Yackel	Aye

Councilman Yackel reconvened in regular session and Council certified, by roll call vote, that, in closed session just concluded, nothing was discussed except the matter (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in the motion. Councilman Forrest seconded the motion. The following are the roll call votes.

Mark E. Milstead	Aye	Ralph E. Self	Aye
William L. Washington, IV	Aye	Roger R. Lee	Aye
Ogle E. Forrest, Sr.	Aye	Paul G. Yackel	Aye

Council Comments

Mayor Milstead stated that this would be John Slusser's last council meeting after 16 years service and congratulations on your retirement.

Councilman Yackel stated it has been a pleasure working with you.

Adjournment

There being no further business, the meeting was adjourned by Mayor Milstead.

Susan M. Pemberton, Clerk of Council