

MINUTES  
WARSAW TOWN COUNCIL  
REGULAR MEETING  
FEBRUARY 14, 2019 – 7:00 P.M.

The regular meeting of Warsaw Town Council was held Thursday, February 14, 2019 at 7:00 p.m. in Council Chambers at 78 Belle Ville Lane, Warsaw, VA. Council Members Present: Mayor Randall L. Phelps, Vice-Mayor Paul G. Yackel, Jonathan B. English, Ralph W. Self, Ogle E. Forrest, Sr., Rebecca Hubert, Faron Hamblin, and Auriel Walker.

Town staff present were Town Manager Joseph N. Quesenberry, Police Chief Joan Kent, Community Development Specialist Melissa Coates, Treasurer and Clerk Julia Blackley-Rice, and Officer Robert Moore. Others present were Mary Beth Bryant, Larry and Dianne Thorn, Charles & Brenda Belfield, Aaron Daley, and Tony Volo.

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor Phelps called the meeting to order and led in the Pledge of Allegiance at 7:00 p.m.

**APPROVAL OF CONSENT AGENDA**

Vice-Mayor Yackel moved to approve the consent agenda, consisting of the agenda, minutes, and financial report, as presented. The motion was seconded by Councilwoman Hubert and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Auriel Walker	Aye
Jonathan B. English	Aye		

**AWARD PRESENTATION**

Charles Belfield representing the Sons of the American Revolution, nationally, statewide, and locally, presented Chief Joan Kent with an award recognizing her call to serve and protect. Chief Kent was awarded the Law Enforcement Accommodation medal in recognition and outstanding achievement and dedication to the maintenance of law and order.

**PUBLIC HEARING – Rezoning Request of Parcel 16A1(2)C from C-2 to R-1 with TT Overlay**

Mayor Phelps read the Notice of Public Hearing as advertised in the Northern Neck News on January 30, 2019 and February 6, 2019.

**Notice of Public Hearing**

Notice is hereby given that a rezoning request is petitioned by Antonio Volo to partially rezone Tax Map Parcels 16A1(2)A & B to R-1, limited residential, with Traditional Town Overlay. The said property is currently zoned C-2 which allows for general business activity associated with retail

and service industries. A full text of the C-2, R-1, and Traditional Town Overlay zoning descriptions are available at Town Hall and are posted on the Town of Warsaw web site.

The Warsaw Planning Commission and Town Council will be holding Public Hearings during their regularly scheduled meetings at 7:00pm Thursday, February 7, 2019 and February 11, 2019 respectively at the Warsaw Town Council Chambers, 78 Belle Ville Lane, Warsaw, VA 22572. Following the Public Hearings, action on the rezoning application is anticipated. A copy of the existing zoning map and proposed changes are available at Town Hall.

Questions or special accommodations to attend public hearings should be directed to Joseph Quesenberry, Town Manager, at [jquesenberry@town.warsaw.va.us](mailto:jquesenberry@town.warsaw.va.us), 804-333-3737.

Mayor Phelps opened the floor for public comments. There were no comments from the public. The Town Manager reported that this request was brought before the Planning Commission and they voted to recommend for approval without any conditions listed. Councilman Forrest moved to approve the request to rezone Parcel 16A1(2)C from C-2 to R-1 with Traditional Town Overlay. The motion was seconded by Councilwoman Hubert and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Auriel Walker	Aye
Jonathan B. English	Aye		

#### **PUBLIC COMMENTS**

There were no public comments.

#### **MAYOR'S REPORT**

Mayor Phelps reserved his time for comments during the evening's reports.

It was at this point during the meeting that Councilman Hamblin arrived.

#### **TOWN MANAGER'S REPORT**

The Town Manager began his report by updating Council members on the status of the Enterprise Zone Extension. Town Manager Quesenberry, Chief Kent, and Community Development Specialist Melissa Coates attended a session of the Senate Committee at the General Assembly to put the Town's reasoning for the extension. At this time, it does look like the extension will pass in the General Assembly. The Town Manager brought the Median Beautification Project before Council about a year ago. It is a sponsorship program offered through VDOT, where the medians in Town can be beautified to include landscaped areas with native trees and plants. The sponsorship platform is \$7,500.00 for five years. The plan is currently being reviewed by VDOT. Once approved, the Town Manager will bring them to Council for final review and approval. The Town Manager anticipates this project can start in Spring of this year. The Town Manager is working diligently to prepare the budget for the upcoming fiscal year. A work session for budget preparation will be scheduled soon. The Saddlery has been an on-going project worked in

conjunction with Gregory Packett. Mr. Packett has used approximately \$60,000.00 of his own money to assist with the move of the Saddlery and brick. Mr. Packett has approached the Town Manager and plans to speak with the Mayor to see if there is any assistance to recapture some of his capital. Vice-Mayor Yackel spoke that Council made it clear that before anything was done with the Saddlery project that a separate entity would have to deal with the money of the move and the restoration of the Saddlery. The Town Manager added that the Town is planning to continue the Pickin' the Park series to fundraise for the Friends of the Saddlery. Councilman English stated that he would be willing to donate his time to help with a fundraiser but doesn't think the funds should come from the Town. Councilman Forrest stated that maybe this should be revisited after a couple of fundraising projects are completed. Mayor Phelps stated that he senses it is the will of Council to not provide any monetary support at this time, but that Council does support Mr. Packett and this project, and the Town will participate in supporting and organizing fundraisers. Council members agreed with this statement.

#### POLICE REPORT – Chief Joan Kent

Chief Kent stated that members of the Warsaw Police Department attended a DMV workshop in King George, a one-day Child Seat Safety class in New Kent, VML Legislative Day, and the Senate Committee Session in Richmond. The new radios are being installed now. The target start date is March 1, 2019. Currently, there are two members out on medical leave. Chief Kent reported that she has spoken with Sherriff Smith and the Richmond County Sherriff's Office is willing to help when the Town needs coverage.

There were 185 calls for service in January handled by Warsaw Police Department.

#### PLANNING COMMISSION REPORT

Councilman/Commissioner English reiterated that the Planning Commission did meet last week and voted to recommend to Council to approve the rezoning request. New officers were elected for 2019, Gary Palmore is Chairman and Elizabeth Franklin is Vice-Chairman. Councilman English added that he would like to utilize the Berkley Group more than previously allotted. The Town Manager stated he would work on proposals to bring back to Council for approval.

#### WASTEWATER TREATMENT FACILITY REPORT

Lee Ambrose, the Wastewater Treatment Plant Supervisor was not able to attend the meeting. Mayor Phelps reported the average flow from town in January was 185,400 gallons; a decrease of 6,400 gallons from December's average flow of 191,800 gallons. The max flow from town in January was 229,700 gallons, a decrease of 31,600 gallons from December's max flow of 261,300 gallons.

The average total phosphorus in January was 0.09 mg/l, which resulted in a monthly discharge of 3.7 lbs. For the year we discharged 3.7 lbs. which is 1.4% of our permitted 274 lbs.

The average total nitrogen for January was 3.24 mg/l. This resulted in a monthly discharge of 135.00 lbs. For the year we discharged 135.00 lbs. which is 3.7% of our permitted 3,655 lbs.

## NORTHERN NECK REGIONAL JAIL REPORT

Larry Thorn presented the Total Population Breakdown as follows: Federal 60 (39.9%), Gloucester 116 (28.9%), Northumberland 31 (7.7%), Richmond 32 (8.0%), Westmoreland 55 (13.7%) Other 7 (1.7%) for a total of 401.

Mr. Thorn commented that Councilman English was recently named Chief of Security for the Northern Neck Regional Jail.

## ECONOMIC DEVELOPMENT REPORT

Mr. Quesenberry reported that China Inn has a new tenant opening around March 15. He has a meeting scheduled on Friday with a prospective client for a different space within the China Inn development. The Brewery is moving at full steam ahead with their renovation. Mr. Quesenberry added that he is working on two new restaurant ventures coming to Warsaw. He is also working with two companies to obtain State Grant Funding. One is finalized and the Governor's office would like to come to Warsaw to do a press release awarding the funds.

## COMMITTEE REPORTS

Councilman Forrest stated he would like to have a Utilities Committee meeting scheduled in March. He would like to touch base with Wade and Lee to see how the Town fared through the winter.

## OLD BUSINESS

**Economic Development Authority:** Mayor Phelps informed Council that Mr. Quesenberry has updated a set of By-Laws based on recommendations from the Council work session. Mayor Phelps added that he believes the EDA is very valuable and can bring flexibility and many advantages, but he does believe there is risk. At some point in the future Council could see that the EDA's vision and Council's vision may not be aligned. Mayor Phelps reiterated that if Council does not choose to pursue forming an EDA, then Council can not be afraid to take certain risks. Right now, the Town is aggressively out there looking for opportunities.

**Stormwater Project Update:** The Town Manager reported that the project bids are due February 28, 2019. It is the Town's intention to have this project under construction in March. Once the contract is signed, the contractor has 120 days to finish construction.

**Main Street Revitalization:** The revitalization project has started. The Brewery and additional retail developments in that building is on track. The owner has stated he hopes to be up and running in five months. Across the street, Gregory Packett is revamping that property. Also, the project for Relish went to bid, the low bid was Eagle River at \$79,000.00. This project should start within two weeks. The planters, benches, and trash cans will be delivered in April.

**Police Station Update:** Mr. Quesenberry has contacted the committee and have decided to move forward with installing the security system. The installation cost is \$8,888 and a meeting is scheduled for tomorrow with Ed Brown of ODCS. There is a potential to receive grant funding

for assistance with the Police Station project. These funds would cover new workbooks in their cars, security system, and furniture. All of these can be included in a grant/loan combination. The Town scores higher if they inject some of their own funds into the overall cost of the project, which the Town would have to do. The Town Manager is tentatively thinking the Town will contribute about 15% of the total project cost, obtain a \$20,000 loan, and receive a \$25,000 grant.

## NEW BUSINESS

### River Pools Update – Aaron Daley, CEO:

Mr. Quesenberry reported that River Pools and Spas is currently in negotiations to purchase another property in Town, the Premier Distributors building. Currently, the property is zoned commercially and will need to be rezoned. There is an application with the current property owner in process to rezone the parcel. Mr. Daley spoke regarding the purchasing of the building and the ventilation system. After discussion, Councilman Forrest moved to set a Joint Public Hearing date of February 28, 2019 at 6 pm to consider rezoning Parcels 16C(1)6 & 7 from C-2 to C-3. The motion was seconded by Councilman Hamblin and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

### Pre-Audit Support – VML/VACO Finance Agreement:

Mr. Quesenberry brought a proposal to Council members to enlist the VML/VACO for pre-audit support. Our outside auditing firm, Robinson Farmer and Cox informed the Town Manager that we are the only locality in the area that still handles the entire audit process in house. Councilman Hamblin moved to allow the Town Manager to engage in a contract with VML/VACO for pre-audit support for \$3,000.00. The motion was seconded by Councilman Self and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

### Beautification Grant – Michelle’s Sweet Treats:

The Town Manager presented to Council an application for Business Improvement Grant. In conjunction with the façade committee, this project would carry a cost of \$5,000.00. The project is currently out to bid. Councilman Forrest moved to award the Business Improvement Grant in the amount of \$2,500.00 to Michelle’s Sweet Treats. The motion was seconded by Councilman English and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

**Resolution – Industrial Redevelopment Fund (IRF) – Old Rappahannock Brewing:**

Mayor Phelps stated that if this grant is awarded, \$600,000.00 flows to the Town which will then be lent to the project. The Town will be paid back at an interest rate that is set by the Town. The repayment of the loan including interest, the Town gets to keep in a fund to be deployed as Council directs.

Mayor Phelps read the proposed resolution, a copy of which has been attached to the minutes as Attachment A. There were no questions regarding the resolution. Councilman Forrest moved to adopt the resolution as read. The motion was seconded by Councilwoman Hubert and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

**Local Choice Health Benefits – Proposal:**

Mr. Quesenberry reported that the health care premiums for Fiscal Year 2020 did not change. Councilman Forrest moved to accept The Local Choice as the medical insurance provider for Fiscal Year 2020. The motion was seconded by Councilman Hamblin and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

**Closed Session – 2.2-3711 A3 (Real Property)**

Vice-Mayor Yackel moved enter closed session in accordance with Section 2.2-3711 A3 Real Property of the Virginia Freedom of Information Act. The motion was seconded, by Councilman Forrest and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

Councilman Hamblin moved to come out of closed session and reenter regular session. Councilman Forrest seconded, and the motion carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

Council then certified by roll call vote that they only discussed matters cited in the motion to enter closed session and legally permitted to be so discussed in the Virginia Freedom of Information Act subsections cited in the motion to enter closed session. The roll call votes are as follows.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

Councilman Forrest moved to put into place a forgivable loan to Gregory Packett for up to \$25,000.00 for two years as incentive to keep a restaurant in the former Amisha’s building. The motion was seconded by Councilwoman Hubert and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ralph W. Self	Aye	Ogle E. Forrest, Sr.	Aye
Rebecca C. Hubert	Aye	Faron H. Hamblin	Aye
Jonathan B. English	Aye	Auriel Walker	Aye

**BUSINESS LICENSE FEES:**

The Town Manager presented an updated price list of proposed rate increases for 2019 Business Licenses. Councilman Self moved to adopt the rate increases as presented. The motion received no second and it was recommended to the Town Manager to incorporate the rate increases into the budget for fiscal year 2020.

**CLOSING COMMENTS**

Councilman English thought that tonight was a good meeting.

Vice-Mayor Yackel is glad to see everything starting to move. There are still empty buildings, lets start filling them.

Councilman Hamblin stated its great to see all the construction happening on Main Street.

Councilman Forrest says the Town is in great shape and if you want to know what Main Street used to look like, you better take pictures because its changing fast.

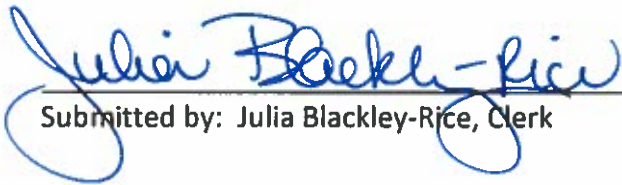
Councilwoman Hurbert believes everything is going great.

Councilwoman Walker believes everything is going good.

Councilman Self stated that Council missed out on a good opportunity with the VML day at the General Assembly. He recommends everyone go next year.

Mayor Phelps added that several members of the Town attended the Grand Opening of the new Richmond County Emergency Services facility. It is a great facility.

There being no further business Mayor Phelps adjourned the meeting at 8:44 p.m.



Submitted by: Julia Blackley-Rice, Clerk





Attachment A

**RESOLUTION AUTHORIZING THE APPLICATION FOR THE INDUSTRIAL REVITALIZATION FUND AT 124 MAIN STREET**

**WHEREAS**, the Warsaw Town Council continues to work diligently to revitalize our downtown corridor through public and private investment; and

**WHEREAS**, the blighted structure, formerly known as the old Hardware Store, located at 124 Main Street in Warsaw, has been identified as one of the most important priorities in ongoing redevelopment efforts; and

**WHEREAS**, the Town has worked diligently to find a new owner, Andy Beale, with plans to create the Old Rappahannock Brewing Company, bringing jobs, capital investment, and momentum to our revitalization efforts; and

**WHEREAS**, this building, being a 33,000 square feet blighted property in the center of downtown, is of paramount importance to this effort and requires large sums of capital to redevelop for modern use,

**WHEREAS**, the developer plans to invest up to \$1,943,000 in capital investment, and

**WHEREAS**, the Warsaw Town Council has offered the incentive of a \$93,000 forgivable loan in a show of local support and in an effort to spur growth;

**NOW, THEREFORE, BE IT RESOLVED**, that by official Order of the Warsaw Town Council, we are authorizing the application of \$600,000 of Industrial Revitalization Funds, of which the match must come from the \$1,943,000 in capital investment and the \$93,000 forgivable loan from the Town of Warsaw.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019 by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

TOWN OF WARSAW

BY: \_\_\_\_\_

Mayor

ATTESTED BY:

\_\_\_\_\_  
Town Clerk