

MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
AUGUST 13, 2020 – 7:00 P.M.

The regular meeting of the Warsaw Town Council was held on Thursday, August 13, 2020 at 7:00 p.m. in Council Chambers at 78 Belle Ville Lane, Warsaw, VA. Council Members Present: Vice-Mayor Paul G. Yackel, Ogle E. Forrest, Sr., Ralph W. Self, and Faron Hamblin. Council Members present by phone: Rebecca Hubert and Jonathan B. English. Council Members absent: Mayor Randall L. Phelps and Auriel Diggs.

Town staff present: Town Manager Joseph N. Quesenberry, Police Chief Joan Kent, Community Development Specialist Missy Coates, Director of Stormwater and Wastewater Lee Ambrose, and Treasurer and Clerk Julia Blackley-Rice.

Also present: Mary Beth Bryant, James Fogarty, Sara and Kaleb Carroll, Phil Casone, and Andrew Beale. In addition, the Town Council meeting was live streamed through the Town of Warsaw's Facebook page.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

APPROVAL OF CONSENT AGENDA

After reviewing the consent agenda, Councilman Forrest moved to approve the consent agenda as presented. The motion was seconded by Councilman Hamblin and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye	Jonathan B. English	Aye
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PUBLIC COMMENT

Vice-Mayor Yackel opened the floor to public comments. There being none, Vice-Mayor then closed the public comment portion of the meeting.

REPORTS

Mayor's Report: There was no Mayor's report provided.

Town Manager's Report:

The Town Manager reported the front office is still under construction. With using CARES Act funds we are installing glass partitions to the front counter. The Town Office is open to the public, if a mask is worn, while construction is underway. As Council is aware, the new wayfinding sign

was installed at the corner of Rt. 360 and Main Street. Since its installation, Town Staff has heard from businesses is that while the traffic count is incredibly high on Rt. 360 it drops significantly on Main Street. The Town Manager is working on a new business sign that gives local business an opportunity to rent sign space with their logo and an arrow. These signs would flank the wayfinding sign. Three new Children at Play signs along Washington Ave and in the Pinehurst neighborhood. Councilman English asked for the Town Manager to investigate installing additional signs on Morgan Lane and College Avenue. Recodification has not been given the due diligence needed to bring the Town Code up to date. Due to updates to State code it is vital we ensure our Town Code is in alignment. Due to the time needed for the project, the Town Manager is possibly looking to obtain a consultant to assist in these efforts. As an update to the ongoing zoning case with Pete's Towing & Storage, the Town Manager and Community Development Specialist will be in court on Monday, August 17 at 2pm. The Town Manager is hopeful that this issue will be resolved on Monday. If a resolution is received, the Town Manager will email Town Council the result. The Town Manager reported that several of the sailboat lights for Main Street have arrived. They should be installed soon.

Treasurer's Report:

The Treasurer reported that she is still finalizing year end numbers for Fiscal Year 2020. However, with the Covid impact starting in the last quarter, the Town was able to collect at or above 100% on most of its tax-based revenues. Bank Franchise was affected due to the recent merger and lodging tax was down.

Police Report:

Chief Kent reported she has applied for and received a DMV grant totaling \$6,755 for equipment and selective enforcement. Chief Kent thanked River Collision for providing lunch to the department as a thank you for our service.

Wastewater Treatment Plant Report:

Mr. Ambrose, Director of Stormwater and Wastewater reported the average flow from Town: 165,700 gal, an increase of 10,600 gallons from June's average flow of 155,100 gallons. The max flow from Town was 180,400 gal, a decrease of 4,300 gallons from June's max flow of 184,700 gallons.

The average Total Phosphorous for July was 0.07 mg/l, which resulted in a monthly discharge of 2.5lbs. We have discharged 29 lbs., 10.6% of our permitted 274 pounds.

The average Total Nitrogen for July was 2.33 mg/l. This resulted in a monthly discharge of 82lbs. We have discharged 615lbs., 16.8% of our permitted 3655 pounds.

We have received and installed the new waste pump, the pump is running but we are having a companion flange issue causing excessive turbulence which will be need to be addressed and due to its location in a confined space, we may have to get someone in here to see what needs to be done. The new PLC and all its other software have been received and installed; this went very well without any interruptions. The plant is now running with new state of the art hardware with flash data. We have been having trouble at I/s#3 which is located by the entrance to Warsaw

Animal Clinic, these pumps have been pulled numerous times and found to have debris around the cutter impeller, 2 new cutters have been ordered and will be installed and hopefully fix the problem. If not, we may have to look at replacing these pumps, which are small submersible pumps, so I do not see the price being to extravagant. We had a water line leak on Lakeside Dr. this was found to be a 1in. service line connection off the main. This was repaired with a clamp, line flushed, and service was back to the customer in a short time.

Council Committee Reports:

The Personnel Committee met at the direction of the Mayor to research a Council Conduct Statement. The statement would outline what Councilmembers can or cannot do as a member of Council. It will direct Councilmembers on how to perform the responsibilities bestowed on them as a member of Town Council. A copy of the Council Conduct Statement was provided to Councilmembers prior to tonight's meeting.

Councilman Hamblin moved to adopt the Council Code of Conduct as presented. The motion was seconded by Councilman Self and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye	Jonathan B. English	Aye
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Planning Commission Report:

Planning Commission did not meet in July.

Northern Neck Regional Jail Report:

The total population report was provided to Councilmembers in their meeting packet.

OLD BUSINESS

Revitalization Report – The Bounds, Main Street, Stormwater, Saddlery: Mr. Quesenberry reported the Contractor is aware that every day the project is not completed a \$300 per day fine is accrued. The Town did get the permission needed for the contractor to be able to replant the trees during the fall planting season. The fountain was installed, but there is a manufacturer issue in the panel box and the part has still not arrived yet. The Town is helpful the fountain will be up and running soon since algae is beginning to form on pond due to the lack of aeration. On Main Street the drop inlets are currently being installed. The contractor has crossed Main Street with the stormwater project. A traffic control company was used to keep traffic moving during the construction. Ace Hardware is ready to begin his stormwater line extension construction. To not hold up Ace Hardware, the Town may go ahead and install the drop inlet box on his property so he can pave and complete the curb and gutter. The Saddlery construction is looking great. The concrete has been poured, the handrails are up, and the porches are built. The two main projects left to be completed is the HVAC and the bathroom installation.

Economic Development Update: The Community Development Specialist reported there is a lot going on in town! Dairy Queen looks ready, so ready that the cones are up because there have been customers waiting in the drive-thru lane waiting for someone to take their order! Dairy Queen is planning a September 8 grand opening. Ace Hardware is making progress every day. They seem to be on track for a planned fall opening. The Old Rapp Taphouse is open! They have been very busy and we have heard great reviews. Chesapeake Donuts announced they are opening a second location here in Warsaw. They have a banner on the front of their location on Main Street beside the entrance to the Town Park. Chesapeake Donuts is anticipating a November opening. Abundant Life Foods has begun operations in Warsaw. All in One Auto is an auto detail and window tinting location also located in the former Levi's building alongside Abundant Life Foods. The Chum Bucket is a permanent food truck opening tomorrow, August 14 between Family Dollar and the apartments. Studio 23 Photography opened on August 8 at the corner of St. Johns St and Rt. 360. Right beside Studio 23 Elite Spray Tanning will be opening a location soon. Finally, Dollar Tree is expected to be open by the end of August. In the past week, Mrs. Coates and Mr. Quesenberry have spoken with two prospective businesses and one potential residential development interested in coming to town. These are in the very beginning stages.

Warsaw Mural: Mr. Quesenberry that monies had been allocated for a mural in the previous fiscal year. Since that year has ended, the expense for the mural would need to be reallocated. Town Council was provided with a project cost breakdown cost of \$4,997.00 to complete the mural.

Councilman Hamblin moved to approve the project cost of \$4,997.00 as presented and authorize the Town Manager to enter a contract for the mural construction. The motion was seconded by Councilman Forrest and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye	Jonathan B. English	Aye
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NEW BUSINESS

Solar Facility Discussion – Wellford's Wharf Property: Mr. Quesenberry reported that Dominion energy has until 2025 or 2030 to obtain a certain percentage of energy derived from renewable resources. There has been some discussion in the past regarding the Town's Strawberry Hill Tract as a potential location for a solar facility. It was not deemed to be feasible at the time. Currently, Dominion is working on proforma projections and if the numbers work out, Town Council may be seeing a proposal soon.

Outdoor Gathering Permit: Mr. Quesenberry asked for Town Council to schedule a public hearing to reduce the potential number of attendees to 50 down from 200. With this being a change to

the Town Code, a public hearing is required. Mr. Quesenberry based the reasoning for this change on the fact that when this code was written the Town Park was not in existence. With using the town's property reducing the number of potential guests would help to keep our police informed of what is happening in town along with town staff.

RHS Track Contribution: Mrs. Patricia Pugh, a member of the Richmond County School Board, submitted a request for a donation of \$5,000.00 from the Town to help cover the expense of improving the track at the high school. The purpose of the donation would allow the track surface to be Raider Red. After discussion, Councilman Forrest moved to table the matter until the September meeting. The motion was seconded by Councilman Hamblin and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye	Jonathan B. English	Aye
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Former Times Square Shopping Center Clock: Mr. Quesenberry stated that Rappahannock Church of Christ contacted him with two options for the clock. First, they can sell it. Second, they would give the clock to the Town with the intention the Town would repair the clock and display it prominently in downtown Warsaw. After discussion, the consensus of Town Council was to graciously accept the donation of the former Times Square Clock from Rappahannock Church of Christ with the intention that the Town will repair and display as it is fiscally allowable.

RCC Tennis Courts: Mr. Quesenberry stated that Rappahannock Community College (RCC) has spoken with Town Council before regarding the tennis court restoration project. After discussion with RCC representatives, the college is going to move forward with rebuilding the courts to USTA specifications. RCC is asking for the Town of Warsaw to contribute \$25,000.00. This amount would be repaid over 5 years.

Councilman Hamblin moved to approve the donation of \$25,000.00 at an amount of \$5,000 over the next five years. The motion was seconded by Councilman Forrest and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye	Jonathan B. English	Aye
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USDA Loan Resolution: When the Town first applied for the grant funding for the police vehicles, the Town was going to apply the grant funds and then use reserves to pay the remaining balance. Since Covid occurred we have asked for USDA to revise our request to a loan/grant combination.

Instead of pulling \$39,000 out of the Town’s reserves we are requesting a loan. In order to move forward, Council would need to pass the loan resolution as presented in the council packages. Mr. Quesenberry pointed out that to complete the project the cost would be \$39,000.00, however, the Town may not be able to get all of that in a loan.

Councilman Self moved to approve and adopt the loan resolution from USDA with a loan amount of up to \$39,000. The motion was seconded by Councilman Forrest and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye	Jonathan B. English	Aye
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At this point in the meeting, there was trouble with the phone line on the conference call phone. Councilwoman Hubert was able to phone back in to maintain the quorum for the remainder of the meeting.

Michelle’s Sweet Treats: Mr. Quesenberry mentioned that several councilmembers and area residents had reached out to him concerned about the effects of the stormwater construction along Main Street in front of Michelle’s Sweet Treats. Mr. Quesenberry spoke with the owner and she has lost about \$4,000.00 since the construction blocked her entrance. Mr. Quesenberry presented to Council the idea of a possible grant to Michelle’s Sweet Treats to help recover her losses due to the town’s stormwater construction.

After discussion, Councilman Hamblin moved to give \$4,000.00 to Michelle’s Sweet Treats to offset negative impact from stormwater construction. The motion was seconded by Councilman Forrest and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye
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Anna’s Pizza: Mr. James Fogarty spoke to councilmembers first to thank them for the support of Anna’s during the onset of the Coronavirus. The is very appreciative of how the Town has tried to help its small businesses during the pandemic. He acknowledged that it is hard to stay on top of everything and this pandemic doesn’t make it any easier. He wants to improve his landscaping and signage, but just recently he has had to replace his roof and has spent over \$50,000.00 in equipment costs alone. He met with Mr. Quesenberry and Mrs. Coates this week to discuss how the Town can help. Mr. Fogarty would like to upgrade the patio seating, new awnings, etc. Mr. Quesenberry then offered to councilmembers that the Town does currently offer a Business

Improvement Grant with a max award of \$2,500.00. Typically, if Mr. Fogarty invested \$5,000.00 into improving the landscaping and signage of Anna's, the grant would reimburse him up to 50.0%. Mr. Quesenberry estimates that the cost of updating the landscape and signage may cost Mr. Fogarty upwards of \$10,000.00 and he would like to propose to Town Council to increase for Anna's the maximum award to \$5,000.00 with an investment of \$10,000.00. Councilmembers spoke to the years that Anna's has served this community.

Councilman Self moved to award Anna's a maximum award of \$5,000.00 with a \$10,000.00 investment for the Business Improvement Grant request. The motion was seconded by Councilman Hamblin and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye
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Closed Session – 2.2-3711 A5 (Prospective Business)

Councilman Hamblin moved to enter closed session in accordance with Section 2.2-3711A (5) Prospective Business of the Virginia Freedom of Information Act. The motion was seconded by Councilman Forrest and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye
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Councilman Hamblin moved to come out of closed session and reenter regular session. The motion was seconded by Councilman Forrest and carried with the following votes.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye
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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.

Paul G. Yackel	Aye	Ralph W. Self	Aye
Ogle F. Forrest, Sr.	Aye	Faron Hamblin	Aye

By Phone:

Rebecca Hubert	Aye
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There was no action out of closed session.

CLOSING COMMENTS

Councilwoman Hubert thought it was a great meeting!

Councilman Hamblin reiterated he thought everything was looking good. He has visited Old Rapp Taphouse several times and enjoyed it each time. The new sign installed today looks great! It will be an eyecatcher when Ace Hardware is finished, and the former retail building comes down.

Councilman Self stated that we have a great town to live in and be involved in. He feels very privileged to represent his fellow townspeople in this role and to see all that Warsaw has accomplished.

Councilman Forrest has seen a lot on social media about why hasn't Warsaw brought in this business or that business. He wanted to state that the Town does not start the businesses. There are dedicated townspeople investing their hard-earned capital in our town.

There being no further business Vice-Mayor Yackel adjourned the meeting at 8:40 p.m.

Submitted by: Julia Blackley-Rice, Clerk