

MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
APRIL 13, 2023 – 6:00 P.M.

The regular meeting of the Warsaw Town Council was held on Thursday, April 13, 2023, at 6:00 p.m. in Council Chambers at 78 Belle Ville Lane, Warsaw, VA. Council Members Present: Mayor Randall L. Phelps, Vice-Mayor Paul G. Yackel, Ogle E. Forrest, Sr., Mary Beth Bryant, Ralph Self, and Faron Hamblin. Councilmember Rebecca Hubert was present by phone. Councilmember Jonathan English was absent.

Town staff present: Town Manager Joseph Quesenberry, Assistant Town Manager Melissa Coates, and Treasurer Julia Blackley- Rice.

Also present: Approximately 7 others present in Council Chambers.

The meeting was live streamed on the Town of Warsaw Facebook page.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Phelps called the meeting to order and led in the Pledge of Allegiance at 6:00 p.m.

APPROVAL OF CONSENT AGENDA

Town Manager Quesenberry requested to add an amendment under new business, section 8D rezoning application from Warsaw, LLC. Vice- Mayor Yackel made a motion to approve the amended agenda. The motion was seconded by Councilman Self and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ogle E. Forrest, Sr.	Aye	Ralph Self	Aye
Faron Hamblin	Aye		

JUNIOR BETA PRESENTATION- RICHMOND COUNTY MIDDLE SCHOOL

In February, they had the opportunity to take 31 students to the State Convention. Out of the 31 students, they ended up placing in 8 different categories in the top 3. Those students now qualify for the National Beta Convention in Louisville, KY. Two Junior Beta members presented a summary of the winning projects. Out of the 21 students who qualified, 14 have committed to going to the National Convention. They are currently fundraising to get those students to the convention. They have a goal of \$17,000. That will cover lodging, transportation, and hopefully some of the activities. Councilman Forrest started the discussion with stating he liked they were trying to raise the money on their own. Mayor Phelps added that he does believe the Beta students have a worthy cause. Councilman Hamblin chimed in and stated he thinks that the Council should donate something to the Beta students. Councilman Self went on to say that the town has reserves it could draw from. Vice- Mayor Yackel asked when they would need the

money by, and Ms. Walston stated that their trip is June 23rd. She went on to say that they had raised enough money to cover the charter bus and they have up until they leave to get the rest of the money. Mayor Phelps and Vice- Mayor Yackel asked the Town Manager and Assistant Town Manager to figure out what the Town would be able to give and will continue to discuss at the next council meeting on May 11th.

PUBLIC COMMENT

Mayor Phelps opened the floor to public comments. There being no public comments, Mayor Phelps closed the public comment portion of the meeting.

REPORTS

MAYORS REPORT: Deferred.

TOWN MANAGERS REPORT: Mr. Quesenberry began his report by (1) going over the new Main Street Program reconstructing progress. He stated there were about 15 people that want to be involved in some way. Pat Pugh let Mr. Quesenberry know that the current board plans to meet next month and letters of resignation will be sent in by all the existing board members except for Pat Pugh. Once they get those letters, they can move forward with the new board. Mayor Phelps went on to say that the banking information will have to be updated with the proper authorized signatures. (2) The Town has officially closed on 179 Main Street. The Town has received the funds and they are being put towards 74 Main Street. (3) The VDOT Road Diet meeting will be on April 18th at 5:00 in the former Coggin Furniture building. (4) The Saddlery Foundation groundbreaking will be on Monday, May 1st at 5:30 with refreshments following at 6pm at Excellent Eats. This groundbreaking is for their Veterans Memorial Garden. (5) The Town has received their completed audit. The auditor, Mike Maran, issued an unmodified audit opinion for the financial statements for the Town of Warsaw for June 30, 2022. That is a good, clean opinion on the numbers within the financial statements. They reported no material weaknesses or significant deficiencies. (6) Garden Week Tour will be on Wednesday, April 19th from 10:00am to 4:00pm. All restaurants in Town will be serving lunch.

POLICE REPORT: Chief Blake reported that the Warsaw Police Department received 234 calls for service in April.

COUNCIL COMMITTEE REPORTS: Personnel Committee met in closed session.

NORTHERN NECK REGIONAL JAIL REPORT: Mr. Paul Yackel, Mr. Ralph Self, Ms. Mary Beth Bryant, and Mr. Jonathan English were in attendance for the annual NNRJ board dinner. Ted Hall, the long-term superintendent, will be retiring before the next annual dinner, so there was a review of his tenure.

WASTEWATER TREATMENT FACILITY REPORT: During the plant's monthly operations and maintenance, Mr. Withers noted:

Monthly Numbers

- Average flow from town for the month of April- 181,900 gal. An increase of 13,800 gal. from the month of March's average flow.
- Max flow from town for the month of April- 271,500 gal. An increase of 86,400 gal. from the month of March's max flow.
- Average Total Nitrogen for April was 3.45 mg/l., which resulted in a discharge of 134 lbs. We have discharged 488 lbs., 13% of our permitted 3,655 lbs.
- Average Total Phosphorus for April was 0.06 mg/l., which resulted in a discharge of 3 lbs. We have discharged 14 lbs., 5% of our permitted 274 pounds.

Monthly Operations and Maintenance

- DEQ conducted an inspection of the plant facilities and documentation as part of the process to obtain our new permit.
- After the inspection, we added stone and a splash pad to our air compressor blowoff piping, are working to replace 3 UV bulb connections, and have updated our Laboratory Control Standard in accordance with DEQ's Request for Action Items.
- We made repairs to one of our sludge pump wire systems after the pump lost power. The pump is back in normal operation.
- We made preparations and received bottles for our 2nd quarter groundwater monitoring well sampling and cut and trimmed access roads leading to wells.
- We also received our biannual order of ferric chloride.
- All preventive maintenance was conducted on plant pumps, valves, and equipment.

The Town hired a Class 1 operator, Frankie Sanders.

AMERICAN RESCUE PLAN ACT REPORT: Mr. Quesenberry stated that there have been no major changes since last month. The town has currently disbursed \$573, 027.02. There is \$968,723.43 remaining out of our total allocation of \$1,541,750.45. The Town was given a grant for the Well Funding for all the engineering, and they are coming up with their PER that they will give to the town and USDA. Once USDA signs off on it, the town can put it out for bid.

OLD BUSINESS

ECONOMIC DEVELOPMENT UPDATE: Mr. Quesenberry stated that there were a couple of ribbon cuttings this month, Excellent Eats and Riverside Hospice.

PROJECTS UPDATE: **74 Main Street:** Mr. Quesenberry stated that he is almost ready to place the window order which will be roughly around \$40,000 to \$50,000. He did mention that he is working locally with Precision Glass. Mr. Quesenberry and Mrs. Coates have a meeting next week with the architectural firm and they should have 75% of the plans completed. Mr. Quesenberry

posted to Facebook about the restaurant space. There were 4 applications submitted and the plan is to work through those and bring them to the Economic Development meeting. The Time Square clock was picked up and is making its way down to South Carolina to get refurbished. **VDOT Tap Project:** Assistant Town Manager Coates let Council know that they are currently waiting to put the project out to bid. She stated there are still a few properties they have not gotten easements for. **Health Care Training Facility:** The Foundation did decide to donate the two parcels to the right of the Chinn House and that will be new construction. They will also be able to use their current parking. Mr. Quesenberry stated that they are wrapping up Rise Rural Innovation Stronger Economy Grant and that is due at the end of this month.

NEW BUSINESS

BUDGET PRESENTATION: Mr. Quesenberry presented the budget to Council. This year’s proposed budget is \$4,232,112. That reflects general fund, water, and wastewater budgets.

Councilman Forrest made a motion to schedule a Public Hearing for the proposed fiscal year 2024 budget FY24 May 11, 2023, at 6:00pm during the regularly scheduled meeting. The motion was seconded by Councilman Self and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ogle E. Forrest, Sr.	Aye	Ralph Self	Aye
Faron Hamblin	Aye		

NORTHERN NECK HAZARD MITIGATION PLAN: A copy of the proposed resolution was provided by the Northern Neck Planning District Commission and provided in the council packet. Councilman Forrest made a motion to approve the hazard mitigation plan for the Northern Neck as presented. The motion was seconded by Councilman Hamblin and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ogle E. Forrest, Sr.	Aye	Ralph Self	Aye
Faron Hamblin	Aye		

REFUSE TRUCK PURCHASE AUTHORIZATION: Councilman Forrest made a motion to authorize the Town Manager to enter into a purchase agreement contract in the amount of up to \$232,000 for the purchase of a refuse truck. The motion was seconded by Councilwoman Bryant and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ogle E. Forrest, Sr.	Aye	Ralph Self	Aye
Faron Hamblin	Aye		

REZONING REQUEST- WARSAW LLC: Warsaw LLC with the applicant, Mr. Gregory Packett, did submit paperwork to rezone 6 parcels. They vary in a district of R1 and C2. To accommodate the proposed development, they would need to be rezoned to R12. R12 is residential/office zoning, and it does allow for a higher density in that district. This request is for rezoning only, not an approval of the proposed development. The Town Council requests the developer to come and present the rezoning request at the May meeting and to then schedule the public hearing in June.

Councilman Forrest agreed and moved to set the public hearing for the Warsaw LLC rezoning request of 6 parcels to be held on June 8, 2023 during the regularly scheduled meeting. The motion was seconded by Councilman Hamblin and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ogle E. Forrest, Sr.	Aye	Ralph Self	Aye
Faron Hamblin	Aye		

CLOSING COMMENTS

Councilman Self said he was loving the Spring weather and it is really great to see the activities going on in Town. He was able to attend Excellent Eats grand opening and it is nice to see new businesses coming to Town.

Councilman Forrest stated it was another great meeting and it was nice to see those in attendance.

Councilman Hamblin stated he was at the Excellent Eats ribbon cutting. He went on to say it was a great meeting and thanked the town staff for working so hard on the budget. He sent his thoughts and prayers to Brody Verlander.

Councilwoman Bryant said it was a productive meeting and she has been enjoying her walks around town.

Councilwoman Hubert stated the Town is really blooming with Spring and it is great the Garden Club is embracing Warsaw.

Vice- Mayor Yackel stated that he will be bringing the jail board budget for approval next month. The dinner should be in either Richmond County or Westmoreland County next year. Many activities in Town are getting ready to start up again.

Mayor Phelps thanked everyone for coming out to the Excellent Eats ribbon cutting and Warsaw is continuing to expand.

There being no further business Mayor Phelps adjourned the meeting at 7:20p.m.

Submitted by: Julia Blackley- Rice, Treasurer