

MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
OCTOBER 13, 2022 – 6:00 P.M.

The regular meeting of the Warsaw Town Council was held on Thursday, October 13, 2022 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., Ralph W. Self, Rebecca Hubert, Mary Beth Bryant, and Jonathan English. Councilman Faron Hamblin was present by phone. There were no councilmembers absent.

Town staff present: Town Manager Joseph Quesenberry, Assistant Town Manager Melissa Coates, Chief of Police Trey Blake, Wastewater Plant Manager Garrett Withers, Police Officer Marcus Hickman, and Treasurer and Clerk Julia Blackley-Rice.

Also present: Approximately 3 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

Councilman Self moved to amend the consent agenda to add a section for Closed Session as referenced by the VA State Code section 2.2-3711 A1 for Personnel after the New Business portion of the meeting has concluded. The motion was seconded by Councilman Forrest and carried with the following votes.

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

There being no other changes, Vice-Mayor Yackel moved to approve the consent agenda as amended. The motion was seconded by Councilman Forrest and carried with the following votes.

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

PUBLIC COMMENT

Mr. Gregory Packet spoke regarding the sale of Willow Stitch building that was discussed at previous meeting. He stated that when a building is sold it is used as a comp for other sales and unless an appraiser is aware of outstanding circumstances, they use what is on paper for the sales value. Mr. Packett is concerned that the sales price for the building will negatively impact the real estate value of his properties. Another concern of Mr. Packett’s deals with the Town leasing property. Mr. Packett cannot compete with free rent or half rent programs that the Town can offer. It causes him as a property owner to struggle to lease commercial space in Town.

There were no additional public comments, therefore Mayor Phelps closed the public comment portion of the meeting.

REPORTS

MAYORS REPORT: Mayor Phelps used this portion of the meeting to address Mr. Packett’s concerns. Mayor Phelps stated that Mr. Packett is correct that when a commercial property is sold, that sale will be used for comparison to determine appraised values in future commercial real estate sales. However, Mayor Phelps continued, that three years ago when the deal was negotiated with the current buyer Main Street didn’t have the values that are seen today. The Old Rapp projects and Mr. Packett’s projects hadn’t been proposed yet. It was still basically a street with empty buildings and blight. The Town Council negotiated in good faith if you do X then the Town will do this. The Town chose to stick with this deal as they felt that it was the right thing to do, but it does affect future sales and that is something the Town will have to take into consideration going forward. Concerning 74 Main St, Mayor Phelps hopes that the Town will not be competing, and the Town will have to be strategic as to how the property is marketed. The Town is not looking to go head-to-head with a landlord in its town to win a deal.

Mayor Phelps attended the recent Virginia Municipal League conference with several staff members. Mayor Phelps was astonished at the number of localities reaching out and asking what Warsaw is doing. While Councilmembers aren’t receiving a salary to be there but working with the citizens and property owners is making a difference. All of Council should feel very good about that. This is the second statewide VML award that the Town has received in three years.

TOWN MANAGERS REPORT: Mr. Quesenberry reported (1) the Revolving Loan Committee approved a \$15,000 loan request for Totuskey Properties. These funds will be disbursed from the \$50,000 Revolving Loan Fund that was created as part of the Downtown Revitalization Project. As the monies are paid back the Revolving Loan Committee can reloan to new applicants. The request by Totuskey Properties was a \$15,000 loan for a ten-year term with an interest rate of 3.00% and there was a unanimous vote for approval by the appointed committee. (2) Mr. Quesenberry and Mrs. Coates met with RCC, VEDP, and the Workforce Development Board to discuss the Warsaw/NNK Training Facility. Out of the meeting, Mr. Quesenberry would like to move forward with working with RCC to establish a health care

higher education facility in town. RCC is out of room on their campus with the health care programs they currently offer. Mr. Quesenberry went on to say that RCC has been awarded a grant or budget appropriation from the General Assembly to work with VCU Health to establish a health care higher education institution here in the Northern Neck. The Town is looking at USDA and other possible grant sources for the Town and RCC to partner to put a facility here in town. (3) Mr. Quesenberry noted that on Facebook approximately 5,000 people have either commented they are interested in or planning to attend Christmas Town. This event will be held on Friday, December 9 from 5:00 – 10:00. Bay Transit is going to provide transit services for the event. The VDoT permit was approved for road closures. RCC has granted permission for the Town to use their parking lot and we are reaching out to NNEC for permission to park. Currently, there are 45 vendors signed on for the market. (4) The Town was the VML Innovation Award winner for Environmental Quality. It's the second VML Innovation Award and the Town also won an award from DHCD for the Downtown Revitalization Project. That's 3 statewide awards in the last 4 years. (5) Mr. Quesenberry asked Councilmembers where they would like to have their annual Christmas dinner. After discussion by Councilmembers, it was determined to hold the Christmas dinner at Old Rapp Taphouse this year. (6) Election reminder to get out and vote. The general election will be held on Tuesday, November 8.

POLICE REPORT: Chief Blake reported that the Warsaw Police Department received 204 calls for service in September. Chief Blake reported that 10 Town violations had been written. One of these violations included a littering ticket. Chief Blake introduced the newest officer to the Warsaw Police Department. Officer Marcus Hickman has been with the Town for awhile as a part time officer, but recently accepted a full-time position. Officer Hickman brings 16 years of law enforcement experience to the department. A few of his skill sets include being trained for crisis intervention, fraud investigations, and he is SWAT certified.

COUNCIL COMMITTEE REPORTS: No council committees have met.

PLANNING COMMISSION: No meeting in September. Mayor Phelps asked Town Councilmembers to bring names to Council to fill the remaining vacancy on Planning Commission.

NORTHERN NECK REGIONAL JAIL REPORT: The monthly jail population report was provided in the council packet.

WASTEWATER TREATMENT FACILITY REPORT: Mr. Withers reported the average flow from town in September was 180,300 gallons; a decrease of 8,300 gallons from August's average flow of 188,600 gallons. The max flow from town in September was 195,800 gallons a decrease of 52,000 from August's max flow of 247,800 gallons.

The average total nitrogen for September was 3.16 mg/L. This resulted in a monthly discharge of 153.0 lbs. For the year we have discharged 1,258.0 lbs. which is 34.4% of our permitted 3,655 lbs.

The average total phosphorus for September was 0.25 mg/L, which resulted in a monthly discharge of 12.0 lbs. For the year we discharged 83.0 lbs. which is 30.2% of our permitted 274 lbs.

During the plant’s monthly operations and maintenance, Mr. Withers noted:

- The 3rd quarter groundwater monitoring sampling was completed, and the samples were sent to be tested
- While recording hour meters, it was discovered that the timer for the pond mixer was stuck in the on position. The timer has been repaired and the new on/off schedule has been set.
- The new air dryer was delivered for the air compressors. The old air dryer was disassembled and removed. The new air dryer has been installed and the plant is back to normal operation.
- A service water hose and ball valve fitting needed to be replaced after a small leak was noticed in the headworks room.
- During walkthrough, plant staff logged control panel lights that were either blown or not working and all non-functioning bulbs have been replaced.
- Plant staff prepared for issues that may arise with Hurricane Ian approaching, including making room for excessive flow, checking emergency pumps and generators, and securing equipment that could be affected by high winds.
- Due to colder weather approaching, plant staff have started the checklist to prepare the plant for colder temperatures.
- All regular monthly preventative maintenance was done on all plant equipment.

AMERICAN RESCUE PLAN ACT REPORT: The report on ARPA spending to date was provided to Councilmembers in the packet. The Town Manager reviewed the amended ARPA budget with Town Council.

OLD BUSINESS

PROJECTS UPDATE: **The Bounds:** Mr. Quesenberry reported that one of three aerators have been sent back and received at the Town Office. The remaining two are due to be received next week. The updated electrical conduit power supply has been run on site. Once the remaining two aerators have been received an electrician will install all three at the same time. **DHCD Housing Project:** Mr. Quesenberry stated the Governor’s office is delayed in making the announcement of the recipients. Mr. Quesenberry thinks he will know if the grant has been awarded to the Town by the next meeting. **TAP Project:** Mr. Quesenberry reported that Mrs. Coates has requested a meeting with VDoT staff. She would like to work through some issues with the easements that the engineers have drafted.

Mr. Quesenberry addressed the leaning acorn lights along Main Street. According to Dominion, they should be corrected in January.

Councilwoman Hubert inquired if there had been any follow-up from VDOT regarding the 360-corridor proposal that was presented. Mr. Quesenberry did receive a response from Mr. Beal that provided the Town Manager with data showing lower traffic counts. With listening to the public and Town Council, Mr. Quesenberry suggests that the Town needs to express its concerns of the project. The Public Works department alerted the Town Manager that during a recent water line repair, one lane was closed at Ace Hardware and the traffic at the light of Rt. 360 and Main Street was backed up past St. Johns Church. Councilmembers asked the Town Manager to draft a resolution to Virginia Department of Transportation expressing the Town’s concerns regarding the proposed Rt. 360 consolidation project.

74 MAIN STREET PROJECT UPDATE: Mr. Quesenberry reported that the parking lot has been repaved and the striping will occur tomorrow. The paver sidewalk installation is completed. The Town Manager and Mayor met with Atlantic Union Bank and signed the loan agreement. The funds will replace the reserves used and provide for some construction work. Mr. Quesenberry has contacted the architects that have worked on the building previously to begin architectural plans. Mr. Quesenberry and Mrs. Coates met with USDA officials for a tour of the building. Mayor Phelps inquired from Councilmembers if they would be interested in granting the Town Manager authority to enter a contract with the architects to move the project along.

Councilman Forrest moved to authorize the Town Manager to enter into an agreement with the architecture firm with an amount not to exceed \$35,000.00. The motion was seconded by Councilman Self and carried with the following votes.

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

NEW BUSINESS

REFUSE VEHICLE UPDATE: Mrs. Coates reported to Town Council that it is normal to have some liquid to drain from the truck due to the nature of compacting. Public Works was directed to inspect the trash trucks to determine if there was anything that could be done to correct the issue. It was discovered the older truck needed new seals and they have been replaced. Mrs. Coates stated that it will not eliminate the leakage, but it should help reduce it.

HALLOWEEN TRICK OR TREAT HOURS: From discussion at a previous meeting, it was determined that Town Council would adopt the same hours as in years past. A formal motion was needed to adopt the official date and time.

Councilwoman Hubert moved to adopt trick or treating in the Town of Warsaw would be on October 31, 2022 from 5:00pm – 8:00pm. The motion was seconded by Councilman Forrest and carried with the following votes.

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

LOSED SESSION – 2.2-3711 A1 (Personnel)

Vice-Mayor Yackel moved to enter closed session in accordance with Section 2.2-3711A (1) Personnel 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
Ogle F. Forrest, Sr.	Aye	Jonathan English	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph W. Self	Aye	Faron Hamblin	Aye

Councilwoman Hubert moved to come out of closed session and reenter regular session. The motion was seconded by Councilman English and carried with the following votes.

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

There was no action out of closed session.

Mayor Phelps stated that it was brought to his attention Molly Barbee a resident who lives on Hamilton Boulevard is interested and would like to serve on the Planning Commission. Molly Barbee has been a regular attendee of Town Council meetings.

Vice-Mayor Yackel moved to appoint Molly Barbee to the Planning Commission with a term beginning October 13, 2022 and ending December 31, 2023. The motion was seconded by Councilman English and carried with the following votes.

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

CLOSING COMMENTS

Councilman Hamblin thought it was a great meeting and he is looking forward to Christmas Town.

Vice-Mayor Yackel thought WarsawFest was a wonderful event, and he is looking forward to the many upcoming events through the end of the year.

Councilman Forrest has seen a lot of changes in town, and we are moving forward at a fast pace. He believes we are constant improving and thinks this is going to be the norm for the Town of Warsaw.

Councilwoman Hubert wanted to thank everyone she has served with on Town Council. She is up for reelection, but she is truly honored to have this job. Each Councilmember brings something different to the table but together we make it work. These changes that Council has made for the Town are generational. She is proud of all Councilmembers that she has worked with and hopes to be able to continue working with them.

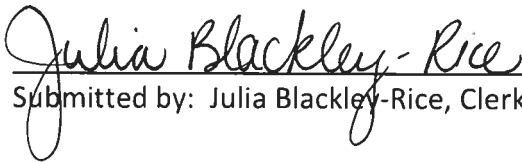
Councilman English thought WarsawFest was a great event and went on to thank all who helped make the event successful. He agrees with Councilwoman Hubert that we are a good team and have a lot of conversations and at the end of the day we all just want Warsaw to be the best it can be. He thanked Councilmembers for working beside them for the last four years and he hopes we all can continue to do that in the next year.

Councilman Self thanked the Warsaw/Richmond County Chamber of Commerce for continuing WarsawFest and how they have continued to grow the event. It is a truly nice event and the location at the park is great. He was able to attend the new Rivermont School grand opening and took a tour of the building. He stated the election is approaching and he supports the Town Councilmembers that are up for reelection.

Councilwoman Bryant thought the school opening was great and she is looking forward to the Town’s Christmas Town event. She wanted to congratulate the Richmond County Volunteer Fire Department on their 75th anniversary.

Mayor Phelps expressed that while speaking with another locality's mayor he was told how this locality is in a civil war with its Council. There are legal matters occurring, councilmembers against councilmembers, even councilmembers suing each other. There were three or four other councilmembers of their locality in attendance, and they were mad at each other. In talking to this locality about our council, Mayor Phelps stated we have a diverse council and there are times when we make mistakes and times we don't agree, but no one leaves mad or hurt. He is grateful for that. He believes its going to be a good election and a great turnout. During WarsawFest he was able to speak to a lot of people and he didn't hear anything negative about what Warsaw is doing. That speaks to the positive impact Council is making.

There being no further business Mayor Phelps adjourned the meeting at 7:25 p.m.


Submitted by: Julia Blackley-Rice, Clerk