

MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
December 9th, 2021

The regular meeting of the Warsaw Town Council was held on Thursday, December 9, 2021, 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, Ogle E. Forrest, Sr., Mary Beth Bryant, Ralph Self, Jonathan B. English, Rebecca Hubert, and Faron Hamblin. No council members were absent.

Town staff present: Town Manager Joseph N. Quesenberry, Community Development Specialist Melissa Coates, Wastewater Facility Manager Garrett Withers, and Treasurer/Clerk Julia Blackley-Rice.

Also present: Others present were Molly Barbee and Belinda Reynolds.

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

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 made a motion to approve the consent agenda as presented. Councilman Forrest seconded the motion which was carried by the following votes:

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

PUBLIC MEETING INFORMATION

Town Manager Joseph Quesenberry gave some information on public meetings to address questions from the previous meeting. For public meetings, per the code of Virginia, each person giving a public comment gets 3 minutes and must state their name and physical address. Comments must be spoken from the podium and not from the audience. Council does not respond to public comment, but they may comment if they wish. The mayor is the chair of the meeting and presides over. It was decided that public comments can be submitted to the Town up until 5pm the Wednesday prior to the meeting. That can be sent/given through email or letter and must state the person’s name, physical address, and whether they wish to have it read aloud at the meeting. The Town will continue to post the agenda on the Facebook page for future meetings as well.

PUBLIC COMMENT

Belinda Reynolds spoke. She asked for a public apology from Mayor Phelps to the citizens of Warsaw for his comment at the previous meeting. She went on to list other concerns of hers which included sidewalks, streetlights, street signs, and unfinished projects in the Town.

With no further public comments, Mayor Phelps closed the public comment portion of the meeting.

REPORTS

Mayor's Report: Mayor Phelps took this time to apologize to the citizens of Warsaw. He wished Town Council a Merry Christmas and added that he is very excited for Christmas Town.

Town Manager's Report:

- Christmas Dinner- December 14th at 6pm at Relish.
- Christmas Town- Just a reminder that it will be December 10th at 5pm.
- Christmas Parade/Holiday Market- Thank you to Warsaw Richmond County Main Street Program for the wonderful parade. And thank you to the Haven for their Holiday Market. Both the parade and the market pulled a great crowd. Thank you to Chief Kent to putting the Town float together, we had a wonderful turnout.
- VLGMA- Town Manager Joseph Quesenberry will be a chair for the conference along with the Tappahannock Town Manager Eric Pollitt.

Police Report: Deferred

Planning Commission: There was no Planning Commission meeting.

Northern Neck Regional Jail: A lot of federal prisoners there; largely due to federal prisons shutting down or transferring. Entire report is in packet.

Council Committee Reports: No meeting scheduled.

WWTP Report: Presented by Garrett Withers. Average flow 175,800- an increase of 700 gallons. Max flow was 191,500- a decrease of 97,900 gallons. Average total nitrogen for November was 2.80 mg/L. Monthly repairs and maintenance included prepping for colder weather and winterizing vulnerable equipment. Report with more details is included in packet.

ARPA: This will be included in the monthly reports from now on. This outlines how the funds are being used. The most recent expense was replacing the pump for well #3. We still have \$1,313,681 of the funds left. We are looking into things like ADA compliant playground equipment and possibly a new water meter system.

OLD BUSINESS

Project Reports:

Project Management plan- For the housing grant. The management team will include Joseph Quesenberry, Melissa Coates, Julia Blackley-Rice, and Wade Dunaway, Jerry Davis, John Bateman, Pat Frere, Vincent Smith, Susanne Shrader, Belinda Reynolds, Donna Tate, and Kathryn Bique. Included on the map is the tentative project area.

Gateway signs- Waiting to get a rendering back from the designer. We are hoping to have something in a month or two.

The Bounds- Everything is looking nice with the lights in the water. Continuing with updates and waiting on Dominion to receive and install more lights. Irrigation system has been installed.

Downtown Parking Plan- The plan has been sent to VDOT for the approval process.

Community Market- Met with the architect and contractor. The architect found the Amish contractor, who is now a part of the Amish community here in Richmond County.

Christmas Town update:

Over 800 people signed up on social media to come. A layout of Christmas Town is included in the packets. There will be around 24 vendors, ice skating, a train, food and beverages, chestnuts, a swing ride, photobooth, snow machines, etc. And there will be the concert over by the park later in the night. Businesses stepped up to sponsor this event and support the community and we are very appreciative. Parking locations will be posted on social media. Thanks to the Garden Club of the Northern Neck for decorating the new porch swing so nicely.

NEW BUSINESS

- DORA ABC Zone: Designated Outdoor Refreshment Area. Joseph Quesenberry explained how this concept would work and why Warsaw would benefit from designating an area somewhere Downtown for events. Council presented questions and concerns. Mayor Phelps suggested governing this ABC Zone when an ordinance is created by allowing it to only be utilized through Town permitted events. The Town attorney is working on the whole process now.
- VA Dept of Health Sign: The Richmond County Health Department turned in a sign permit for a sign similar to the one that RCC has. They would like to have this sign to provide public health updates and information. The overall dimensions of the sign are within the ordinances; however, the LED message area is larger than what is typically allowed. Vice Mayor Yackel presented his concerns for visibility for those coming out onto 360 with a sign that large as well as upcoming sidewalk projects. There was discussion about the concerns in regard to location and size of the sign.

Councilwoman Bryant made a motion for approval so long as town staff determines proper location and so long as the owners include proper landscaping for the sign. Councilman Hamblin seconded the motion carried by the following votes:

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

- Regional Billboard: The Mayor and Town Manager met at the quarterly roundtable with mayors and town managers from Tappahannock, Montross and Colonial Beach. During the meeting someone mentioned the idea of a regional billboard split evenly with other localities to advertise during peak seasons to bring more people to the area. This would come out of the marketing budget for the Town. Town Council agreed to move forward with that idea.
- Speed limit Resolution: Joseph Quesenberry reached out to David Beale, the engineer, and he said that the study that was done in 2018 did not warrant the need for any speed changes on Main Street. He also said that he would check in to Hamilton to reduce that to 30 or 35 and do other things to slow people down.

CLOSED SESSION: Personnel – Section 2.2-3711 A5 (Prospective Business)

Vice-Mayor Yackel 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.

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

Councilman Forrest moved to come out of closed session and reenter regular session. 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	Mary Beth Bryant	Aye
Ralph Self	Aye	Jonathan English	Aye
Faron Hamblin	Aye	Rebecca Hubert	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	Mary Beth Bryant	Aye
Ralph Self	Aye	Jonathan English	Aye
Faron Hamblin	Aye	Rebecca Hubert	Aye

ACTION OUT OF CLOSED SESSION

Mayor Phelps announced that Warsaw would have a new business in Town called Serendipity Café which will be open 7 days a week from 7 to 3. Part of the incentive program is a \$15,000 forgivable loan which has been utilized before on several occasions.

Councilman Self made a motion to approve a \$15,000 forgivable loan to Serendipity Café. Councilman Forrest seconded the motion which was carried by the following votes:

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

There was no further new business.

CLOSING COMMENTS

Rebecca Hubert: Great meeting, Merry Christmas to everyone.

Paul Yackel: It was an excellent parade weekend that brought out a lot of people.

Ogle Forrest: This past year has been very successful for our Town.

Jonathan English: Lets take the momentum from this year and roll it into 2022. The lights are looking very good.

Mary Beth Bryant: Would like to thank those that worked on the water breaks in Pinehurst. Merry Christmas to everyone.

Ralph Self: A lot of good things happened here in the past year and there are more things on the horizon. Thanks to staff and council.

Faron Hamblin: Wishing everyone happy holidays and is looking forward to Christmas Town.

Randy Phelps: Was very excited to see so many staff members on the float for the Christmas parade. Good job to the town staff for their hard work and to council for their hard work as well.

With there being no further comments, Mayor Phelps adjourned the meeting at 8:25pm.

Submitted by: Julia Blackley-Rice, Clerk