

**Warsaw Town Council  
Public Hearing  
May 10, 2018 – 7:00 P.M.**

Mayor Randall L. Phelps called the Warsaw Town Council to order. Council members present were Paul G. Yackel, Ralph W. Self, Ogle E. Forrest, Sr., Rebecca C. Hubert and Auriel Walker.

Town staff were Joseph N. Quesenberry, Town Manager, Lee H. Capps, Planning and Economic Development, David Lee Ambrose, Wastewater Supervisor, Joan N. Kent, Chief of Police, Officer Bobby Moore, Officer Max Sanchez and Susan M. Pemberton, Treasurer and Clerk of Council. Others present were Mary Beth Bryant, Donna “DJ” Jackson, Frannie Baylor, Sara Carroll, Gary Palmore, Larry Thorn, Jonathan English and Sam Lantz with the Northern Neck News. The Pledge of Allegiance was said by all in attendance.

**Approval of Consent Agenda**

**(Approval of Agenda, April 12, 2018 Minutes and April Financial Report)**

Councilman Yackel made a motion to approve the consent agenda as presented. Councilman Forrest seconded the motion. The following vote was taken.

Rebecca C. Hubert	Aye	Paul G. Yackel	Aye
Randall L. Phelps	Aye	Ralph W. Self	Aye
Ogle E. Forrest	Aye	Auriel Walker	Aye

**Public Hearing –FY 2019 Proposed Budget**

Joseph N. Quesenberry, Town Manager read the ad that was placed in the Northern Neck News.

The Warsaw Town Council will hold a public hearing on May 10, 2018 at 7:00 P.M. in Council Chambers located at 78 Belle Ville Lane, Warsaw, Virginia to consider the following proposed FY 2019 General, Water and Wastewater Budgets.

**General Revenue Estimates:**

Permits & Fees, Fines, Solid Waste User Fee, Interest Income, Miscellaneous & Etc.....	\$	224,100
Sales Tax, Bank Stock Tax.....	\$	160,000
Real Estate & Personal Property Tax .....	\$	283,365
Vehicle License & Law Enforcement Ass't.....	\$	54,500
Business Lic&Communication/ Utility/Consump....	\$	139,732
Meals Tax, Cigarette Tax & Lodging Tax.....	\$	335,000
DMV, DCJS,VDOT&Various Grants.....	\$	1,872,357
<b>TOTAL GENERAL ESTIMATES:</b>	<b>\$</b>	<b>3,069,054</b>

**General Expense Estimates:**

Administration.....	\$	415,006
Police Department.....	\$	320,180
Public Service.....	\$	219,608
Contributions.....	\$	45,850
Capital Outlays & Improvements.....	\$	1,986,757
Debt Service.....	\$	81,653
<b>TOTAL GENERAL ESTIMATES</b>	<b>\$</b>	<b>3,069,054</b>

<b>Water Fund Receipts Estimates.....</b>	<b>\$</b>	<b>281,020</b>
<b>Water Fund Expenditures Estimates.....</b>	<b>\$</b>	<b>281,020</b>
<b>Wastewater Fund Revenue Estimates.....</b>	<b>\$</b>	<b>705,000</b>
<b>Wastewater Fund Expenditures Estimates.....</b>	<b>\$</b>	<b>705,000</b>

All water & sewer rates and connection fees are proposed to remain the same.

The levy is proposed to remain the same.

A budget synopsis is prepared and published for informational and fiscal planning purposes only.

Any citizen may attend to present their comments or comments may be submitted in written form to Town of Warsaw, 78 Belle Ville Lane, P. O. Box 730, Warsaw, VA 22572. A copy of the line item Proposed budgets are available for review at the town office located at 78 Belle Ville during regular business hours.

**PUBLISHED BY ORDER OF  
WARSAW TOWN COUNCIL**

Mayor Randall L. Phelps made a motion to close the Public Hearing.

### **Public Comments**

Donna “DJ” Jackson stated Thank You for the support with the LOVE sign. The staff was amazing in stabilizing the sign. I am here to help with “Art” movement and have opened up a School of Art in Tappahannock. There will be an Open House on May 22, 2018 from 5:30 to 8:00 p.m. please plan to come by.

Councilman Hamblin arrived to meeting.

### **Mayor’s Report**

Mayor Randall L. Phelps congratulated Councilman Yackel, Councilwoman Hubert and Jonathan B. English on winning the Town Council Election on May 1, 2018. We need to prepare as the private sector does with looking down the road 1 to 2 years and not to miss a beat. People are excited and noticing the change going on around Town. Mr. Lee did not win the election but he has been available 20 to 25 hours a week and has been successful with his commitment to the Town of Warsaw. I would like for Council to think about not skipping a beat with progress. I had a good time at the Election Poll and feel we have a solid Council.

### **Town Manager’s Report**

Joseph N. Quesenberry, Town Manager congratulated each one on the election. The voter turnout was 14.4% which was a lot higher than most of the other elections in the past.

Faron Hamblin, Julia Blackley-Rice and Jonathan English are on a committee that has come up with an idea of “*Pickin’ in the Park Music Series*” starting with something small and the first one has been set for July 21, 2018.

I have been working with VDOT and Gregory Packett on Warsaw Manor Redevelopment.

Main Street DHCD waiting to have the 2017 audit completed by the auditors and then the Town will be able to receive the first reimbursement on the Grant.

The Warsaw Beautification committee will be meeting on May 24, 2018 at 1:00. Hurt and Proffitt the engineers have donated their services. There has been one sponsor to sign up for the \$8,000.00 sponsorship.

April 25<sup>th</sup> there were so many Improvements made in the Town of Warsaw starting with the demolition of the Old Gannon Buildings and LOVE is into the Town now.

### **Police Report**

Joan N. Kent, Chief of Police stated that the WPD, Richmond County Sheriff's Office and Richmond County Fire and Rescue are planning a "*National Night Out*" at the Town Park on August 5, 2018 from 3 to 7 p.m. The staff attended the Special Olympics and worked the Rappahannock Community College graduation. Sorry I missed the Gannon demolition and thanks to the excellent job the Officers did on April 25<sup>th</sup> as there were many events going on in town.

### **Planning Commission Report**

Councilman Hamblin stated he would like to switch with soon to be Councilman English to represent Planning Commission as well as Town Council. There will also be an open seat for the Planning Commission that we will need to fill.

### **Wastewater Treatment Facility Report**

David L. Ambrose, Jr. stated that the average flow from Town was 165,000 gallons a decrease of 6,800 gallons from March's flow average of 171,800 gallons. The max flow from Town was 202,900 gallons and decrease of 15,600 from March's max flow of 218,500 gallons. The average total phosphorous for the month of April was 0.11mg/l which resulted in a monthly discharge of 4.2 lbs. This puts us at 15.8 lbs for the year. We are permitted 274 lbs. The average total nitrogen for April was 3.57 mg/l. This resulted in a monthly discharge of 144.0 lbs. This puts us at 506 lbs for the year. We are permitted 3655 lbs.

This month we completed our quarterly monitoring well sampling event, we completed our regularly scheduled maintenance on all equipment. Berkley and I successfully completed 2 DEQ classes in Richmond. We have a field trip by the Chesapeake Bay Governors School next Tuesday, May 15, 2018.

### **Northern Neck Regional Jail Report**

Larry Thorn reported on the jail report which was in Council's packets for review. The total population was 437 inmates and 164 were Federal inmates. By the end of the meeting the population was 173 and the average Federal inmates were at 192 for the month of April. I need to get with Joseph N. Quesenberry, Town Manager before next meeting on the Budget for the Northern Neck Regional Jail. Things are moving along very well at the jail.

**Economic Development Report**

Lee H. Capps, Planning and Economic Development stated that Wednesday – *April 25-2018 was WARSAW’S D-DAY*

A few things going on around town as follows:

- Private Partner Clients Negotiated Meeting
- Saddlery Preservationist Inspection
- Saddlery Re-location Verizon Authorization
- Verizon Wireless Antenna Base Completed
- Warsaw Valley Mall ‘Demolition-Kick-Off’ Celebration
- Warsaw’s original LOVE sign unveiled
- Virginia Garden Club – Home & Garden Tour – features FOUR Warsaw homes
- Tayloe-Brockenbrough-Jones Office (aka Saddlery) – Gains New Twist and Earns new name consideration
- VDOT-TAP Grant –next phase (23)Owners Previous Gifted Easements
- Warsaw Plaza Ribbon Cutting/ New Retail Space opening

**New Business**

**River Pools Rezoning Request**

Joseph N. Quesenberry, Town Manager stated that River Pools and Spas have purchased the adjacent property which is 20.8141 acres and zoned at this time C-2. They are requesting a rezone to a C-3 therefore a public hearing would be needed. Councilman Hamblin made a motion for a Public Hearing at the regular scheduled meeting for the Rezoning of Parcel 16-12 for River Pools and Spas on June 14, 2018. Councilman Forrest seconded the motion. The following vote was taken.

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

**Expedited Timber Harvesting**

Joseph N. Quesenberry, Town Manager read the email from John Magruder, Consulting Forestry, with Three Rivers Forestry, LLC as follows:

*I went over the timber management schedule and income estimates from 2017. There is no change in income harvesting Parcel B2 from 2017 until 2018 however I did increase the income from the 2<sup>nd</sup> thinning in Parcel D from \$55,000 to \$72,000 due to the good growth rate after the 1<sup>st</sup> thinning. I also increased the*

*income from a timber thinning in Parcel A in 2026 from \$23,000 to \$27,000. All the other estimates stayed the same due to the fact that the income projections are beyond 10 years which makes them extremely hard to predict.*

*If the Town Council decides to harvest all the timber in Parcel D (181 acres) at this time rather than 2<sup>nd</sup> thin the timber in 2020, I would estimate that this timber sale would gross around \$250,000. A timber cruise of this area would give you a more accurate estimate of the timber volume and value and also could be used if the council does decide to sell the timber.*

*I estimate the total reforestation costs for Parcel B2 to be \$300/acre X 22 acres = \$6,600 and Parcel D to be \$300/acre X 181 acres = \$54,300.*

*All the remaining timber on the property would not be ready to accelerate the time for a timber harvest due to the fact of the young age of the other stands.*

*If you have any questions about the schedule, timber value estimates, or need additional information, do not hesitate to contact me. Also, if you need for me to attend the next council meeting, just let me know.*

Joseph N. Quesenberry, Town Manager also stated that undergoing the most substantive revitalization effort in the history of our Town, this windfall of funds would allow us to place more money in our contingency funds for inevitable change orders, cost overruns, etc.

Additional revenue could also assist in

- Paving the Town's Municipal Parking Lot
- Increased sidewalk repair downtown
- Assist in construction of the Farmer's Market/Amphitheater
- Other revitalization items

Councilman Forrest moved to contract Mr. Magruder and for the Town Manager to sign contracts to go forward on harvesting Parcel B2 and Parcel D. Councilman Yackel seconded the motion. The following vote was taken.

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

### **Saddlery –Update**

Joseph N. Quesenberry, Town Manager stated that Union Bank had just given \$5,000.00 and Gregory Packett donated \$15,000.00 towards the move. We are looking into the use of the structure and the “Menokin Foundation” has reached out to maybe a visitor’s center or something similar.

### **Gannon Update**

S. B. Cox should be finished with Phase I of the Gannon project. We are in hopes to start the construction of the 3 acre lake early next year.

### **Warsaw Economic Development Authority**

Joseph N. Quesenberry, Town Manager went over -How? Why? What do they do? and Who?

#### ***How?***

Authority comes through the General Assembly. Would need to be a bill sponsored by a local legislator and signed into law by Governor Northam.

#### ***Why?***

The Economic Development Authority allows for confidential economic development transactions to occur without the traditional time-intensive measures of public hearings, monthly deliberations, etc.

#### ***What does an EDA do?***

The EDA would be able to provide support for prospective businesses by attracting them through various incentives. They can be land based(industrial park), cash based(tax deferment, cash incentives with claw-back phraseology, etc.)

#### ***Who?***

Town Council appoints five (5) member board with a Chair and Vice Chair. Terms are typically for four (4) consecutive years with the option of reappointment.

### **Appointments and Swearing In –Chief of Police/Treasurer/Clerk, Newly Elected Council Members (July 2018)**

Joseph N. Quesenberry stated that the newly elected council members needed to be sworn in before the July meeting.



## **Police Station Update**

### **Town of Warsaw Request for Bids - Police Station Construction Project**

Date Bids Due: 05/23/2018

Sealed Bids will be received until 2:00 PM on May 23rd, 2018 for furnishing the professional services described herein. Late, facsimile, and/or electronic proposals will not be accepted.

Sealed bids are invited for the renovations and additions to the existing masonry building located at 171 Main Street, Warsaw, VA. The renovated building will be a total of 2,720 square feet and will be the Town of Warsaw Police Station. Sealed bids will be received by Joseph N. Quesenberry, Town Manager, 78 Belle Ville Lane, Warsaw, VA, on or before 2:00 p.m., May 23, 2018. There will be a pre-bid meeting at the site at 10:00 a.m., May 9, 2018. Bidders must attend the pre-bid meeting for access to the building.

All project inquiries shall be directed to Joseph Quesenberry, Town Manager.

We will get the numbers and then go from there.

### **Closed Session-**

#### **Section 2.2-3711(A)3 Real Property & Section 2.2-3711(A)1 Personnel**

Councilman Yackel made the motion to go into closed session as permitted by Virginia Code Section 2.2-3711(A)3 Real Property and Virginia Code Section 2.2-3711(A)1 Personnel. Councilman Forrest seconded the motion. The following vote was taken.

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

Mayor Phelps reconvened in regular session and Council certified, by roll call vote, That In the closed session concluded, nothing was discussed except the Matters (1)specifically identified in the motion to convene in closed session (2)lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. The following are the roll call votes:

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



**Adjournment**

There being no further business, the meeting was adjourned by Mayor Phelps.

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Susan M. Pemberton, Clerk of Council