**WARSAW TOWN COUNCIL**

**COUNCIL CHAMBERS - 78 BELLE VILLE LANE**

**SEPTEMBER 10, 2015 – 7:00 P. M.**

Mayor Mark E. Milstead called the Warsaw Town Council to order in Council Chambers at

78 Belle Ville Lane. Council members present were Mayor Mark E. Milstead, Vice-Mayor Paul G. Yackel, William L. Washington, IV, Ogle E. Forrest, Sr., Randall L. Phelps, Rebecca C. Hubert and Roger R. Lee.

Staff present was John M. Slusser, Town Manager, Chief Christopher J. Spare, Officer Charles P. Bowles, IV, Officer Miles W. Turner, III and Susan M. Pemberton, Treasurer and Clerk of Council.

Others present were Mary Beth Bryant, Darleen Nichols, Carolyn Bailey, Dan Ream, Chris Schmitt reporter for the Northern Neck News and William L. Lewis, Town Attorney.

**Approval of Minutes – August 13, 2015**

Councilman Forrest moved that Council accept the minutes of August 13, 2015 meeting. Councilman Lee seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington, IV Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Roger R. Lee Aye

Randall L. Phelps Aye

**Financial Report – August 2015**

Councilman Phelps moved that Council accept August 2015 Financial Report without addition or correction. Councilman Forrest seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington, IV Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Roger R. Lee Aye

Randall L. Phelps Aye

**Mayor’s Report**

Mayor Mark E. Milstead asked the Council members if they would like to have a booth at Warsaw Fest. Councilman Paul Yackel stated he has enjoyed doing it in the past and thought it was a great idea and everyone else agreed.

**Manager’s Report-**

**Update on Pavilion**

John M. Slusser, Town Manager stated that it had been 2 weeks and we should have received the information to get bids out from Engineering Design Associates and have not therefore he would call them tomorrow to see where the plans are.

**NNEC Alternate –Hamilton**

Northern Neck Electric Cooperative has included an additional eight inch water line some thirteen hundred and fifty feet beyond the limits of their construction needs. Councilman Forrest has a presentation for the council on this.

**Helena Chemical**

John M. Slusser, Town Manager stated that the Helena Chemical has revised their Site Plans for new construction. Jeff Howeth had sent an email to town manager addressing the changes from the originally approved Final Site Plan. The following changes:

1. The site is now proposed to have two commercial entrances instead of one. This is to improve heavy truck circulation on the site during the first phase of the project due to the reduced amount of gravel to be placed under the revised plan.
2. The chemical warehouse building has been moved closer to the center of the site. This allows for better truck loading and unloading characteristics as well as providing more access and a wider travel lane around the building for fire protection. This relocation also substantially shortened the length of the private fire sprinkler main thereby improving hydraulic characteristics of the fire sprinkler system. The office has been placed adjacent to the warehouse building for convenience as the scales will most likely be built during the future phase of the project.
3. The liquid tank farm area has been relocated to the rear of the chemical warehouse to allow both facilities to be used simultaneously with no conflicts for heavy truck turning maneuvers. Also, the liquid tank farm still remains more than fifty feet from the right of way line and behind an extended section of the original earthen berm.
4. The future fertilizer and seed warehouse buildings are shown on the drawings for reference as these will be constructed in the future. The seed warehouse will use a portion of the original driveway for access and the extra ravel surface around the fertilizer building will be placed as shown to address the multiple truck access points of this building.
5. The amount of initial impervious cover is less than the original plan, but the ultimate build-out of the facility remains at the same 50 percent impervious cover as the original plan.
6. The lighting and landscaping remain generally the same for both plans. The parking area is slightly larger on the revised plan and lighting of the parking spaces is still provided, either through building wall-pak lighting or free standing poles. White pines will still be the perimeter landscaping product and crepe myrtles will still be used along Commerce Parkway, just outside of the VDOT required lines of sight for both entrances.

Larry Thorn arrived to the meeting.

After much discussion the council decided that Helena Chemical should stake the 4 corners at the construction site a week before the next council meeting and the council can go and review the changes. Also have the Helena Chemical at the next meeting to answer any questions on the changes of the Final Site Plan.

**Timber Thinning**

John M. Slusser stated that the Town had received $45,326.31 thru June 30, 2015 and also

$84,200.67 in July and August 2015 totaling $129,526.98 for the thinning of timber at the wastewater treatment plant.

**VDOT Discussion**

Town Manager stated that the 60% Design for the Sidewalk Grant has been sent to VDOT.

 **VML Conference – October 4-6**

The 2015 Newly Elected Officials Conference is in Richmond at the Marriott located at 500 E. Broad Street and I highly recommend for anyone that has not been to one of their conferences for you to attend.

Also as many of you already know, world-renowned author (and former Warsaw resident) Tom Robbins is speaking at the Rappahannock Community College on Friday, October 16th at 7:00p.m. Mr. Robbins will be autographing books afterwards.

**Police Report**

Chief of Police Christopher J. Spare stated that the monthly report was in the packet and he would be glad to answer any questions. The next Triad meeting will be September 22, 2015 at the Bay Transit. He then introduced Officer Miles Turner as the new part time officer. Officer Turner has been with the Virginia State Police as a dispatcher and Caroline Sheriff’s Department. He will be here after the meeting so please introduce yourself and welcome him.

Chief Spare also stated that there is a Bullet Proof Vest Grant. The DMV Grant with which the department will purchase a body camera as well as pay for selective service. Chief Spare stated he had checked on the Neighborhood Watch and it is not active and there is no funding available. There is already an informal neighborhood watch in place.

**Northern Neck Regional Jail Report**

J. Lawrence Thorn reported the Northern Neck Regional Jail Board held their monthly meeting Wednesday, September 2, 2015. The population for this month was approximately 281 of which 149 were Federal Inmates and 11 additional ones arrived that evening.

**Planning Commission Report**

Councilman Washington statedat the last meeting they reviewed the Helena Chemical changes to the Site Plans and they had no issue and recommended to council.

**Unfinished Business**

**Utilities Committee**

Councilman Forrest made a recommendation to council for approval of $51,056.00 payment to Northern Neck Electric Cooperative for the 8 inch water line extending on Northern Neck Electric Coop side of Hamilton some thirteen hundred and fifty feet beyond the limits of their construction needs. Town Manger to send letter to accept BID. Councilman Lee made a motion and Councilman Forrest seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington, IV Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Roger R. Lee Aye

Randall L. Phelps Aye

Councilman Forrest made a recommendation to council for Northern Neck Electric Coop is given a “Good Faith” credit of $5,000.00 toward the connection fees as a token of the Town’s appreciation to offset expenses. Councilman Forrest made a motion and Councilman Lee seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington, IV Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Roger R. Lee Aye

Randall L. Phelps Aye

Councilman Forrest made a recommendation for approval of the contract with Gibraltar, LLC in the amount of $69,300.00 for water line work(under Rt.360 to the middle of Meadowbrook Road) associated with Bailey Ridge Subdivision and the mayor to sign contract on behalf of town. Councilman Washington made a motion and Councilman Forrest seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington, IV Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Roger R. Lee Aye

Randall L. Phelps Aye

**Unfinished Business**

Yard Sale Rules (former WHC property- 5373 Richmond Road)

Suggested:

* *No Yard Sales- November thru March*
* *Non Profit Only*
* *Yard Sales by Permit only -$15 fee*
* *Yard Sales 7AM- 2PM only*
* *Must provide name or someone who is responsible, including cleanup*
* *No one may display or sell in the grassy area between parking lot and US360*
* *Must provide a diagram showing location of vehicles and displays*

Carolyn Bailey stated she had no problems with the rules and questioned when she would have to provide the diagram. Council stated that John M. Slusser, Town Manager could help her with the diagram at the time the permit is issued. After much discussion on concerns of the liability that the Town would have if someone got hurt.

Councilman Phelps made the motion to approve Carolyn Bailey for Lyells Chapel Baptist Church to conduct a yard sale on town property at 5373 Richmond Road in accordance with the rules for yard sales at the location on September 19, 2015 this *ONE TIME* if we were covered on our Insurance for the Town. Councilman Lee seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington, IV Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Roger R. Lee Aye

Randall L. Phelps Aye

**Council Comments**

Councilman Phelps stated this is to a Happy New School Year and new look at the Richmond County Schools.

Councilman Washington stated we need to work on a plan to bring the 25 – 30year old persons to the area for growth and to utilize the new facilities at the Richmond County Schools.

Councilman Lee stated that Oktoberfest is September 26, 2015 at the Town Park and tickets were $10.00 in Advance and $15.00 at the gate. Please come out and support the Rotary we will have great food and music.

Councilman Yackel spoke highly of the contract on the water towers with Utility Service Group. The great assessment reports they gave us and how this was a good investment to take care of maintaining the water towers.

**Adjournment**

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

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Susan M. Pemberton, Clerk of Council