

MINUTES  
WARSAW TOWN COUNCIL  
REGULAR MEETING  
SEPTEMBER 8, 2022 – 6:00 P.M.

The regular meeting of the Warsaw Town Council was held on Thursday, September 8, 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. Councilmember Faron Hamblin was absent.

Town staff present: Town Manager Joseph Quesenberry, Director of Community Development and Planning Melissa Coates, Lieutenant Trey Blake, Wastewater Plant Manager Garrett Withers, and Treasurer and Clerk 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

Vice-Mayor Yackel asked to amend the consent agenda by removing the public hearing for Packett Builders Conditional Use Permit Request as Mr. Packett did not want to proceed with the project at this time and moving the VDOT – Warsaw Restriping Presentation from New Business item A to its place. Also, under New Business he asked to add a request to amend the Northern Neck Regional Jail Board budget.

Councilman Forrest moved to approve the agenda with the two amendments presented by Vice-Mayor Yackel. 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		

VDoT RESTRIPIING PLAN

Mr. David Beale a Northern Neck Resident Engineer for VDoT spoke to Councilmembers outlining the Route 360 restriping project that is planned for Warsaw. This plan calls for reducing the 4-lane Rt 360 highway through the Town of Warsaw to a 3-lane highway. The middle lane would be a left turn lane. With this project being completed at the time of resurfacing, there is no funding dedicated for this project. Mr. Beale anticipates that public involvement in the process will begin next spring. Discussion between Mr. Beale and

Councilmembers followed with Councilmembers having concerns that taking two lanes of traffic and merging into one would still create gaps in order for vehicles on the side streets to turn onto 360.

#### PUBLIC COMMENT

Mayor Phelps opened the floor for public comments.

Ms. Tiffany Hackett spoke expressing her concerns for the VDoT project. She stated the Town Charter says that the town roads are to be maintained by the Town and didn't understand why the Town would allow VDoT to proceed with this plan. She went on to say that this plan doesn't allow for the Town to grow. Mayor Phelps directed the Town Manager to send Ms. Hackett a private communication with more details but did state that while the Town Charter may state that but the Town Charter does not outrank State Code. State Code has granted authority to plan, build, and maintain the roadways of Virginia to VDoT. What we can do is keep speaking up and be heard.

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

#### REPORTS

**MAYORS REPORT:** Mayor Phelps deferred his report this month with the exception of announcing the passing of the Queen of England today.

**TOWN MANAGERS REPORT:** Mr. Quesenberry reported (1) there was a great turnout for last month's Movie on Main Street event. There were approximately 250 people in attendance. (2) Mr. Quesenberry reminded everyone that tomorrow is the next Community Market event. Would love for everyone to check out the market from 11-7. (3) Next 4<sup>th</sup> Friday's event will be on September 23 with Cougar Flash providing the entertainment. (4) The Burke's will be opening their 2 new shops: Fin & Pearl; Watr soon. Behind AmeriGas, Dr. Cleary is renovating their building to offer a medical practice there. There should also be another commercial space available for rent in that building. (5) Some of the feedback from Town residents that has been gleaned out of the comprehensive plan review was that our Town wanted to see the American flags on the poles again. Our Public Works team has installed the flags on poles along the Rt. 360 corridor through Town. (6) The Town Manager is working with RCC, Go Virginia, and the Workforce Investment Board to begin a training facility for the local workforce. Some options for training include linemen and maritime trade jobs. (7) Mark your calendars for WarsawFest happening this year on October 8. There will be an After-Hours event sponsored by Warsaw Rotary that night at Oyster Shoals Music Hall. (8) There is a lot of excitement surrounding our Christmas Town event. There are lots of activities planned again this year to include ice skating, two horse and carriages rides, food trucks, a train ride, roasted chestnuts, and we are adding more every day. Thank you to our sponsors, the Town couldn't keep this event free without our sponsors' support.

POLICE REPORT: Lieutenant Blake reported there were 232 calls for service in the month of August. Mr. Quesenberry added that the officer's are averaging \$2,500 per officer per month in revenue for the Town. That does not include the Town parking tickets issued.

COUNCIL COMMITTEE REPORTS:

Councilman English reported the Economic Development Committee met and reviewed the 3 applications that were submitted. There was a recommendation for approval on 2 of the applications.

The Economic Development Committee recommends awarding Warsaw Nail Inc. \$300 per month or \$3600 total for one year for rent assistance. Councilman Forrest moved to approve this recommendation as presented. 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		

The Economic Development Committee recommends awarding the Business Improvement Grant for 199 Main Street. With it being multiple façades, this application was for 2. Each façade carries a max award amount of \$2,500 therefore this grant would be for a maximum amount of \$5000. Councilman English moved to approve this recommendation as presented. 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		

Vice-Mayor Yackel reported the Personnel Committee has met and announced that Chief Hughes had submitted his resignation to the Town and moved back to South Carolina. The Personnel Committee is in agreement that they would like to promote Lieutenant Blake to the position of Chief for a trial period of 6 months. At the end of the trial period his status would be re-evaluated. Lieutenant Blake has stepped up to ensure the Police Department keeps running smoothly.

Vice-Mayor Yackel moved to appoint Virgil A. Blake to the position of Interim Police Chief for a term of 6 months effective September 1, 2022 – February 28, 2023. 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		

Vice-Mayor Yackel brought before Council that he had mentioned to the Town Manager awhile ago that Personnel Committee had noticed the hard work and effort that Missy Coates has put forth in her work for the Town. In recognition for her hard work, the Personnel Committee would like to promote her position in the Town to Assistant Town Manager.

Vice-Mayor Yackel moved to promote Melissa Coates to the position of Assistant Town Manager. 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		

Mayor Phelps asked for an update on the ordinance for overnight parking. Mr. Quesenberry responded the Town attorney is drafting an ordinance for the Town based on other localities of similar size. Once a draft ordinance is received then an Ordinance Committee meeting will be scheduled.

PLANNING COMMISSION: No meeting in September.

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 August was 188,600 gallons; an increase of 6,500 gallons from July's average flow of 182,100 gallons. The max flow from town in August was 247,800 gallons a decrease of 11,500 from July's max flow of 259,300 gallons.

The average total nitrogen for August was 3.25 mg/L. This resulted in a monthly discharge of 166.5 lbs. For the year we discharged 1,101.0 lbs. which is 30.1% of our permitted 3,655 lbs.

The average total phosphorus for July was 0.39 mg/L, which resulted in a monthly discharge of 20.2 lbs. For the year we discharged 71.1 lbs. which is 25.9% of our permitted 274 lbs.

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

- The sample bottles for the 3<sup>rd</sup> quarter groundwater monitoring sampling and testing have been received.
- The access roads leading to two of the monitoring wells were overgrown and the roads have been trimmed and bushhogged.
- While Plant Staff were washing UV bulbs, it was noticed that one bracket was no longer working. A replacement bracket has been installed that was in the plant inventory.

- The internal springs in the polymer pump regulator were replaced after it was discovered that the polymer flow was slowed at the sludge press.
- A new air-drying system for the sand filter air compressors is on order and will be replaced inhouse by Plant Staff.
- One of the main sludge waste pumps went down during a routine morning walk-through. The pump was pulled and the main wiring connecting the pump to power was replaced.
- All regular monthly preventative maintenance was completed on all plant equipment.

Mr. Withers added that Mr. Travis and himself are actively working to compile all the documents and information needed to apply for approval to take the Class 4 license test. After approval is received, Mr. Withers and Mr. Travis will be eligible to take the licensing test at any time during that calendar year from date of approval. The applications should be submitted prior to the end of the year.

AMERICAN RESCUE PLAN ACT REPORT: The report on ARPA spending to date was provided to Councilmembers in the packet.

#### OLD BUSINESS

PROJECTS UPDATE: **Parking Project:** The project has been completed. The crosswalk located near Hunan Village was completed yesterday. **Tap Grant:** The project is moving along quickly and VDot is working with a couple of property owners to obtain the remaining easements needed. **The Bounds:** The Bounds is making steady progress towards a final completion designation. DEQ has given the Town 12 months to complete the project. There were two items given by DEQ that needed to be completed. DEQ has marked one of those items complete since there is substantial grass cover at the Bounds now. The second item, DEQ wants to see a metered rod in the four bay which is the initial smaller pond where the outfall pipe is located. Once this is completed, the project can be closed out. After the project is closed out, the Town will need to complete the next phase where the impervious cover of the parking lot and walking trails would need to added. Mr. Quesenberry stated that with the size of the pond there would be no problem for the project to accommodate the additional impervious cover. Separate from the DEQ purview of the Bounds, Mr. Quesenberry added the electrical line leading to the aerators was too great of a length away from the box so it couldn't provide the amount of power needed and kept burning the pumps out over and over again. A local electrician is going to upgrade the line large enough to have that far of a run from the power source to the pump where it won't burn them out constantly.

RICHMOND COUNTY VOLUNTEER FIRE DEPARTMENT FUNDING INCREASE: As a follow-up to a request made by Councilman English at the August meeting, Mrs. Blackley-Rice provided giving amounts for some local fire departments for comparison. Vice-Mayor Yackel expressed his willingness to increase the funding back to the \$10,000.00 total that had been given to the

RCVFD in the past. Councilman Self recalled the amount of expenses the Fire Department shared with Town Councilmembers in the previous meeting.

Vice-Mayor Yackel moved to fund an additional \$5,000.00 for a total contribution amount of \$10,000.00 to the Richmond County Volunteer Fire Department for Fiscal Year 2023. 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		

NEW BUSINESS

74 MAIN STREET PURCHASE PROPOSAL: Mayor Phelps stated the Town Council would need to start scheduling work sessions to discuss the future of 74 Main Street. The Town has not acquired the building yet, but it is looking likely. Mayor Phelps has had several thoughts of what 74 Main Street could be and one idea is in the forefront. Mayor Phelps asked the Town Manager to present this concept to Councilmembers tonight for input. Mayor Phelps would like to explore the idea of moving the Farmer’s Market from its current location to 74 Main Street. Mr. Quesenberry shared with Town Council the possibility of amending the USDA grant to help renovate the existing property instead of building a new structure along Main St. Mr. Quesenberry stressed the project budget is extremely tentative but is roughly \$400,000 for interior and exterior work on the building. Discussion among Councilmembers followed establishing that there are many opportunities for this building to benefit the community. It is the consensus of Town Councilmembers to move forward with presenting the amendment request to USDA to see if they would be amenable to amending the grant. Mayor Phelps stated he would approach 2-3 local banks to see what funding opportunities are available to help replenish the reserves. Mr. Quesenberry is to send out calendar dates for a work session to begin ironing out the details.

USDA GRANT – POLICE VEHICLES: Mr. Quesenberry informed Councilmembers that the resolution is one of many that Town Council has adopted in the past. It is a requirement for a USDA grant and loan combination request. The Town is looking to replace the Ford Taurus police interceptor vehicles in its fleet and being awarded the USDA grant helps a small locality like Warsaw. Councilman Forrest moved to adopt the USDA Grant Resolution as presented. 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		

LOCAL GOVERNMENT SCHOLARSHIP: Mr. Quesenberry presented this idea to Town Council as a way to support Rappahannock High School graduates pursuing a job as a police officer or working in local government by offering a \$500 scholarship to go to Rappahannock Community College or beyond. Mr. Quesenberry will bring a sample applicant review process for Councilmembers to review at the next meeting.

NORTHERN NECK REGIONAL JAIL BOARD BUDGET AMENDMENT: Vice-Mayor Yackel presented the need by the locality members of the Northern Neck Regional Jail. The extra numbers of extra federal prisoners over the past year causes the expenses to increase over their budgeted allotment. The jail board is seeking approval to appropriate funds to cover the amount over budget.

Vice-Mayor Yackel moved to allow the Northern Neck Regional Jail Board to appropriate \$600,000.00 in their budget to cover the unanticipated expenses. 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	Abstain
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph W. Self	Aye		

There being no other new business on the agenda, Mayor Phelps asked Councilmembers if they had any topic that needed to come before Town Council. Councilman Self spoke to a concern from a citizen regarding that on occasion some of the students will come out near the road. He has heard comments that school zone signs are needed in the area since the school is new to this area. Mr. Quesenberry will pass along these concerns to VDoT and to the school itself.

#### CLOSING COMMENTS

Councilman English thought it was a great meeting, and the Town is making great progress.

Councilwoman Bryant thought it was a good meeting as usual.

Councilman Self thanked all of the viewers on the Facebook livestream.

Councilman Forrest thought it was a great meeting and he is glad to see people joining us tonight. He feels that VDoT is in a no-win situation where Rt. 360 is concerned. He doesn't want to see VDoT solve their problem by giving Town residents a bigger one.

Councilwoman Hubert thought it was a great meeting and is excited for the community market.

Vice-Mayor Yackel thanked everyone for coming to the meeting tonight.

Mayor Phelps feels that Councilmembers have a lot on their plates with the upcoming choices that will need to be made. He hopes that Council makes the right choices and thanked Councilmembers for all they do for Warsaw.

There being no further business Mayor Phelps adjourned the meeting at 7:35 p.m.

  
Submitted by: Julia Blackley-Rice, Clerk