

MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
DECEMBER 10TH, 2020 – 7:00 P.M.

The regular meeting of the Warsaw Town Council was held on Thursday, December 10th 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., Ralph Self, and Faron Hamblin. Council Members present by phone: Jonathan B. English and Rebecca Hubert. Council Members absent: Auriel Diggs.

Town staff present: Town Manager Joseph N. Quesenberry, Police Chief Joan N. Kent, Community Development Specialist Melissa Coates, Director of Stormwater and Wastewater Lee Ambrose, and Treasurer and Clerk Julia Blackley-Rice.

Also present: Sara Carroll and Mary Beth Bryant.

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

Councilman Self makes a motion to approve the consent agenda as presented. The motion was seconded by Councilman Forrest and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		
By Phone:			
Jonathan B. English	Aye	Rebecca Hubert	Aye

Mayor Phelps notes that the lobby is closed due to COVID restrictions.

PUBLIC COMMENT

No public comments were submitted.

REPORTS

Mayor's Report:

Congratulations to Mary Beth Bryant and reminder to those who have not been sworn to please do so by January 1. Reminder that there are openings on Planning Commission and these positions need to be filled. It is a very important position.

Town Manager's Report:

Reminder that WRCMSP has their winter wonderland on 12/12. Reminder that more COVID restrictions have been placed and to please be mindful of them.

Police Report:

118 calls to service, 35 traffic stops, 19 summonses were issued, 2 arrests and 7 accidents worked. The new hire, Officer James Belcher, could not make it but plans to be there for the next meeting.

Wastewater Treatment Plant Report:

Mr. Ambrose, Director of Stormwater and Wastewater provided the following report:

Average flow from town: 213,400 gallons, an increase of 14,700 gallons from October's average flow of 198,700 gallons.

Max flow from town was 345,800 gallons, a decrease of 44,700 gallons from October's max flow of 390,500 gallons.

Average total phosphorous for November was .06 mg/l, which resulted in a monthly discharge of 2.6 lbs. We have discharged 46 lbs., 16.8% of our permitted 274 lbs.

Average total nitrogen for November was 2.20 mg/l. This resulted in a monthly discharge of 98 lbs. We have discharged 1,086 lbs., 29.7% of our permitted 3655 lbs.

We have ordered a new floating mixer mechanical assembly which comes with a new electrical motor to go onto our existing float structure. This comes with a 1-year warranty on all parts. We have sent out the 25% down payment, upon them receiving the check we should have the assembly in 3-4 weeks. We have completed our regular monthly maintenance. Mark and Rylee participated in a weeklong wastewater licensure review to prepare for their exam. We received a load of Ferric chloride for phosphorous removal. Due to the large amounts of rain, we have been receiving we started the return pumps again, to make room in the E.Q pond.

Planning Commission:

There was no meeting.

Northern Neck Regional Jail:

In packet provided for Council members.

Council Committee Reports:

Ordinance committee met to begin process of reviewing subdivision process in DMO. Will be meeting again

Utilities committee needs to meet to begin the Capital Improvement plan process.

OLD BUSINESS

Revitalization/Bounds/Main Street/Stormwater:

Bounds- a soil sample was taken, and it was not determined to be topsoil on site. France landscaping will be subcontracted. The fountain is being repaired at no expense to the town. Decided to purchase 2 more fountains which will be ordered by the electrician.

Mainstreet/Stormwater- Currently installing the stormwater line. Must work with VDOT as they wanted to see amended plans. Crosswalks have been installed and lights were installed as a warning to drivers to slow down and yield to pedestrians.

VDOT TAP Grant: The town received the Dominion in kind letter. Joseph Quesenberry signed it and sent it to VDOT. Have not heard anything back yet.

Saddlery update: The Saddlery building is nearing completion. Part of the arrangement was that the town would help purchase a van and trailer, and Menokin would staff it and supply Kayaks. Joseph Quesenberry seeks the council's approval in pursuing purchase of van and trailer at a max cost of \$15,000.

Councilman Forrest moved to authorize the Town Manager to purchase a van and trailer at the maximum cost of \$15,000.00 as requested. The motion was seconded by Councilwoman Hubert and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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NEW BUSINESS

IRF: Mayor Phelps have a recap of purpose of the IRF grant. The town is responsible to set loan terms for the funds. Mayor Phelps asked Town Council to approach this loan with the spirit that the grant intends. After running scenarios, Mayor Phelps proposes the following: \$468,000 principal amount with 1.00% interest rate with a 10-year balloon note and 30-year amortization. The payment would be approximately \$1500-\$1600 a month and \$18,000 a year. The repaid principle is then able to be reloaned to other economic opportunities. Discussion is held regarding these terms.

Councilman Hamblin moved to set the terms for the IRF loan to Andy Beale with Old Rappahannock at \$468,000 with a 1.00% interest rate on a 10-year balloon note with a 30-year amortization. The motion was seconded by Councilman Forrest and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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CARES Act funding requests:

- True Comfort: Uses I wave so it does not use a UV bulb and therefore does not need to be replaced (\$4,050).
- ABM Bipolar ionization: Kills pathogens, bacteria, fungus, mildew (\$9,282.20).
- CodeBlue: Computers to allow for work from home if needed.
- A/V Equipment: Proposals from 2 companies to put in new camera and microphone system.
- Restaurant Relief: have just enough CARES Act funding to provide each non chain restaurant \$1,000.

Councilman Forrest moves to approve all CARES Act funding requests as presented. The motion was seconded by Councilman Hamblin and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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74 Main Street Resolution to AUB: Work on the corner has opened the view of Main Street. This building was purchased in hopes of becoming a call center. As in the case of WHCC the property was donated to the town, the town refurbished it and it is now a viable site of 48 apartments. Mayor Phelps spoke with Mr. Brown of Atlantic Union Bank. Atlantic Union has a long history of working with towns and donating land for projects. Mayor Phelps read the resolution to the council.

Councilman Hamblin moved to adopt the resolution as presented. The motion was seconded by Councilman Self and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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Love Sign Relocation & Downtown Clock: The thought is the park would be a wonderful location for the Love sign. The clock that was donated to the town by Rappahannock Church of Christ would be placed on the current site of the Love sign. Council likes the idea of the Love sign at the park. Seeking authorization to relocate the Love sign. Mr. Quesenberry and Mrs. Coates will work on quotes and designs to bring the clock into the downtown streetscape.

DHCD Housing Grant: Mr. Quesenberry would like to apply for a \$30,000 Planning Grant targeting Belle Ville Lane- Hamilton Boulevard. The state would give money to projects that qualify. This is no cost to the town.

Board of Zoning Appeals: Mayor Phelps reported that Mrs. Sarah Sichol’s term was set to expire on 12/31/2020. Mrs. Blackley-Rice contacted Mrs. Sichol to confirm that she is willing to serve if reappointed.

Vice-Mayor Yackel moved to request the Circuit Court to reappoint Mrs. Sarah Sichol to serve on the Board of Zoning and Appeals for a term effective 1/1/2021 through 12/31/2024. The motion was seconded by Councilman Forrest and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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CLOSED SESSION – 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 Hamblin and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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Councilman Forrest moved to come out of closed session and reenter regular session. The motion was seconded by Councilman Hamblin and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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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
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye		

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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There was no action out of closed session.

CLOSING COMMENTS

Rebecca Hubert: Thanks to the council for allowing her to call in and Merry Christmas.

Johnathan English: Sorry that we were not able to have the annual dinner but thanks to the town for the gift certificates.

Faron Hamblin: Looking forward to another 4 years and wishes everyone a great holiday season.

Ralph Self: It has been a challenging 2020, but one thing that has not changed is the Planning Commission and Town Council are continuing to strive to make Warsaw a better place to live and work.

Ogle Forrest: Congrats to Mary Beth Bryant. Also, congrats to Faron Hamblin and Ralph Self; He is looking forward to another 4 years.

Paul Yackel: Would like to get the physical packet prior to the meeting.

Randy Phelps: Last meeting of the year and 2020 has not been fun, but one good thing has been Town Council and how they stepped up during this pandemic. January is an organizational meeting.

Following Mayor Phelps' comments, Councilman Hamblin moved to reappoint Paul G. Yackel to the position of Vice-Mayor. The nomination was seconded by Councilman Forrest and there were no other nominations. The nomination of Paul G. Yackel to Vice-Mayor for a term of January 1, 2021 through December 31, 2022 carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye	Mary Beth Bryant	Aye* (term begins 1/1/21)

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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Councilman Hamblin moved to reappoint Randall L. Phelps to the position of Mayor. The nomination was seconded by Councilman Forrest and there were no other nominations. The nomination of Randall L. Phelps to Mayor for a term of January 1, 2021 through December 31, 2022 carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Faron Hamblin	Aye	Ogle Forrest	Aye
Ralph Self	Aye	Mary Beth Bryant	Aye* (term begins 1/1/21)

By Phone:

Jonathan B. English	Aye	Rebecca Hubert	Aye
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There being no further business, Mayor Phelps adjourned the meeting at 9:03 pm.

Submitted by: Julia Blackley-Rice, Clerk