MINUTES

JOINT PUBLIC HEARING

WARSAW TOWN COUNCIL AND WARSAW PLANNING COMMISSION

COUNCIL CHAMBERS-78 BELLE VILLE LANE

APRIL 9, 2015 - 7:00 P.M.

Mayor Milstead called the Warsaw Town Council to order at 7:00 p.m. in Council Chambers at 78 Belle Ville Lane. Council Members present were Mayor Mark E. Milstead, Vice-Mayor Paul G. Yackel, Ralph W. Self, Rebecca C. Hubert, Roger R. Lee and William L. Washington, IV. Councilmen Ogle Forrest and Randall Phelps were absent.

Staff present was Town Manager John M. Slusser, Chief of Police Christopher J. Spare, Officer Charles P. Bowles and Administrative Assistant Linda S. Holsinger.

Chairman R. M. Lowery called the Warsaw Planning Commission to order. Commissioners present were R.M. Lowery, Harold W. Donovan, Anne T. Barker, Faron H. Hamblin, Gary W. Palmore and William L. Washington, IV. Commissioner Susan McFadden was absent.

Others present were William C. Herbert, J. Lawrence Thorn and Nicholas Vandeloecht of the Northern Neck News.

Mayor Milstead led in the Pledge of Allegiance to the American Flag.

PUBIC HEARING- Conditional Use Permit - William C. Herbert

 The Public Hearing was opened by Mayor Milstead and Chairman Lowery. The Town Manager explained that the Herbert Family would like to be able to use their property at 4401 Richmond Road as an Assembly Hall/Banquet Hall. The property is the former Source Mall/Warsaw Super Market. He recognized Bill Herbert and asked him to tell us about what he has planned. Mr. Herbert advised he has had several people approach him about holding shows and special events at the property. There will be no regular hours and events will be held as the need arises. He has no plans to use the facility for wedding receptions or birthday parties. The recent home show that was held there was well attended and he has received very positive comments. He has tried for some time now to rent this property out for business but has been unsuccessful in doing so. He hopes this will be a good alternative for them and for the community. He will abide by all town ordinances. The Town Manager noted he had received a letter from Stan Terhune in support of the project and had received no objections.

 Chairman Lowery reported the Planning Commission had reviewed the plans and recommended approval by the Town Council. Commissioner Palmore moved to approve and recommend Council approval of the Conditional Use Permit of the Herbert Family to operate an Assembly Hall/Banquet Hall at 4401 Richmond Road. The motion was seconded by Commissioner Donovan and passed by the following votes.

Page 1

 R.M. Lowery Aye William L. Washington, IV Aye

 Anne Barker Aye Harold Donovan Aye

 Gary Palmore Aye Faron Hamblin Aye

Mayor Milstead noted the Planning Commission has recommended approval and asked if there were any comments from Council. Councilman Lee said the Herbert family has been here a long time and everything they have been involved in has been a class act and he is sure this will be fine also. Councilman Self asked if this will involve that whole section of the building. Mr. Herbert responded the recent home show used about three quarters of it and the YMCA event a while back used about thirty percent. How much space is used will depend on each of the individual events. Vice-Mayor Yackel stated there is usually wording in the conditions to maintain the peace and good behavior of the patrons and he would like that to be added for this as well. The Town Manager agreed it would be added to the conditions. Vice-Mayor Yackel moved to accept the Planning Commission recommendation to approve the Conditional Use Permit of the Herbert Family to operate an Assembly Hall/Banquet Hall at 4401 Richmond Road with the conditions to maintain peace and good behavior of the patrons. The motion was seconded by Councilman Lee and carried with the following votes.

 Mark E. Milstead Aye William L. Washington, IV Aye

 Paul G. Yackel Aye Ralph W. Self Aye

 Rebecca C. Hubert Aye Roger R. Lee Aye

The Public Hearing was then closed.

There being no further business before the Warsaw Planning Commission, Chairman Lowery

adjourned the Commission. The Town Manager noted there was some interesting things before Council tonight and invited the Commissioners to remain if they desired.

APPROVAL OF MINUTES- March 12 and March 16, 2015

Mayor Milstead asked everyone to take a minute to read the minutes of the March 12 and March 16 meetings to see if there were any additions or corrections needed. Councilman Washington moved to accept the minutes of March 12 and March 16 as presented. Vice-Mayor Yackel brought to Council’s attention on page 3 of the March 12 minutes regarding Hunan Village serving alcohol by the drink. Council had no objections to it but they do not have the

authority to allow Hunan Village to distribute alcohol by the drink. He would like the minutes of March 12, 2015 amended to reflect that. Councilman Washington rescinded and amended his motion to approve the minutes of the March 12 and March 16, 2015 meetings with the correction noted for March 12, 2015 regarding Hunan Village serving alcohol by the drink. The motion was seconded by Councilman Lee and passed by the following votes.

 Mark E. Milstead Aye William L. Washington, IV Aye

 Paul G. Yackel Aye Ralph W. Self Aye

 Rebecca C. Hubert Aye Roger R. Lee Aye

Page 2

MAYOR’S REPORT

No report at this time.

MANAGER’S REPORT

\* Bailey Ridge Subdivision – All documents have been received and are awaiting final VDOT

 approval.

\* Helena Chemical – They are ready to begin construction.

\* NNEC – They are waiting for VDOT approval. There is a problem with the radius that has to be

 addressed and then they are ready to begin construction.

\* Family Dollar – This project has taken a lot of hits lately on social media, but I think people are jumping the gun. They see the metal building and jump to conclusions, but the final product will be a very attractive brick and stucco building. There have also been comments regarding it being so close to the road but they meet the zoning regulations. They can be a close as 20’ and they are actually 23’ from the curb. There will be some landscaping as well to add to the overall appearance. It is good to see that people care but if they will just wait a little longer I think they will be happy with it once it is completed. Some do not like that it is not facing Rt. 360/Richmond Rd. but VDOT wanted the entrance to be the other way and the front has to face that road. It is one of the more elaborate Family Dollar stores being built. The Town Manager also noted the sidewalk is one more step in making the town pedestrian friendly for folks who like to walk in the evenings.

\*We have gotten a quote of $30,000.00 from Dominion Virginia Power to install twelve

 Acorn lantern style lights at $2,500.00 each in this area from the entrance near the Haven to

 wrap around to The Daily down to Gregory Packett’s new apartments all the way to the

 Community College property. These lights will be about 14’ high and we could possibly attach

 banners to advertise special events such as Warsaw Fest and other events. Councilman Self advised to be sure to check with Dominion before attaching anything to the poles because Northern Neck Electric does not allow any attachment to their poles. The Town Manager replied if Dominion objects we will not do it. Lighting is an integral part of the Main Street Programs vision for Warsaw. The town currently has about $50,000 in street light reserves and he would like Council approval to use some of those funds. Councilman Washington moved to authorize the Town Manager to use up to $30,000.00 from the street light reserves to have the lights installed. The motion was seconded by Councilman Lee and carried by the following votes.

 Mark E. Milstead Aye William L. Washington, IV Aye

 Paul G. Yackel Aye Ralph W. Self Aye

 Rebecca C. Hubert Aye Roger R. Lee Aye

Page 3

\*Warsaw Health Care Center Site – The next meeting on the Economic Development Study for the property is scheduled for April 14 at the N.N. Planning District Commission. Meanwhile the Town Manager reported he has had a couple of request from people wanting to sell vegetables at this site. If Council will give me some direction I would like to try it one day a week and limit it to agricultural/aquacultural products. It may be something the community would enjoy. A lot of people seem to miss the Farmer’s Markets. Vice-Mayor Yackel asked if it would just be in the parking lot area not in the grass. He stated the Farmer’s Markets did not do as well when it was moved to Court Circle. The Morse Family sold produce here for a long time and it went well. The Town Manager also mentioned Nathan France who has been setting up in town and there was a lady from Hanover who wanted to sell Hanover tomatoes. One person had said something about putting up a tent but there would be no driving through the grass and a permit would be required. He feels it could be beneficial to the public. If there is no objection he would like to pursue and try it one day a week. If it becomes a problem we’d have to shut it down. There were no objections.

\* Get and Zip Car Wash – The owner has been notified the Town is ready to sign off on all permits but we have had no response.

\*Town Park – The reseeding and landscaping have been completed. The new bathrooms are now online. We did have a couple of vandalism incidents in the beginning with the bathrooms but after adjusting the bathroom hours to 9:00 a.m. to 7:00 p.m. there has been no further vandalism. The fence in the northeast corner has been removed and the landowner is making plans to remove the building in the next four to five days. Then the privacy fence will need to be extended at a cost of $1,500.00 to $1,800.00. He needs Council authorization to proceed. Councilman Lee moved to authorize the Town Manager to proceed with extending the fence up to $2,000.00. Councilman Washington seconded and the motion carried with the following votes.

 Mark E. Milstead Aye William L. Washington, IV Aye

 Paul G. Yackel Aye Ralph W. Self Aye

 Rebecca C. Hubert Aye Roger R. Lee Aye

\*Transportation Alternative Grant - The Town Manager has met with the engineer and once we have met VDOT requirements, the final agreement should be ready for execution within ten days.

\* Recodification – The Town Attorney is still working on this but there is nothing further to report at this time.

\*Strawberry Hill Timber-The clear cutting of seventy-eight acres is underway.

Page 4

Downtown Revitalization Project-The Town has been approved for a grant of up to $30,000 from the Department of Housing and Community Development. The Town must hold a public meeting to inform the citizenry of an overview of the proposed project.

The initial public meeting will be held April 30, 2015 at 7:00 p.m. in the Town Office to get the public’s input. The Town Manager reported we had been told grant monies had dried up but about a month ago he was contacted and told there were some grant monies available and he was advised to apply and we got the grant. He strongly encourages the Mayor to attend the initial meeting or appoint someone to attend in his place.

The Town Manager asked for authorization to advertise the public meeting to be held April 30, 2015. Councilman Lee moved to authorize the Town Manager to advertise the Public Meeting to be held April 30, 2015 at 7:00 p.m. Councilman Self seconded and the motion carried with the following votes.

 Mark E. Milstead Aye William L. Washington, IV Aye

 Paul G. Yackel Aye Ralph W. Self Aye

 Rebecca C. Hubert Aye Roger R. Lee Aye

The Town must identify key stakeholders on the project and invite them to a meeting to advise them of the efforts being made by and for the Town. This meeting will be held on May 7, 2015 from 4:00 to 6:00 p.m. at the Town Office. This management team or visionary committee must consist of the Mayor or another member of Town Council, Richmond County Administrator or Building Official, a representative from the Northern Neck Planning District Commission and Rappahannock Community College. Others mentioned were someone from the Chamber of Commerce, School Board, Virginia Dept. of Transportation, students, local media and a local historian. There will be a second meeting of this Management Team May 14, 2015 at 4:00 at the Town Office.

\*Councilman Lee and Councilman Self have met with Richmond County to discuss a possible joint project with the county in the Belle Ville area including a possible amphitheater at the Little League as well as some other possibilities to benefit the general population. There will be another meeting April 16, 2015 at 5:00 p.m. to discuss and identify some ideas of what and where they want to see improvements and to see if it is economically feasible.

TOWN ATTORNEY REPORT

The Town Attorney was absent.

POLICE REPORT

Chief Spare said the monthly report was the in the packet and he would be glad to answer any questions. The next monthly Triad meeting will be held Tuesday, April 28, 2015, at Bay Transit.

There will be a Health and Safety Fair held June 26, 2015 at the Northern Neck Vocational Center.

Page 5

On April 25, 2015 the YMCA Color Run will be held that will begin and end at the Town Park. Officer Bowles will be working on a Healthy Kids Day to coincide with that. Last year they were anticipating 200 participants and they had about 400 so they are hoping for a good turnout again this year. The race will begin at 9:00 a.m. There was a question of safety issues in the parking lot and the Chief advised the parking lot will be closed to all traffic except emergency vehicles beginning at 8:00 a.m.

NORTHERN NECK REGIONAL JAIL REPORT

J. Lawrence Thorn reported the Northern Neck Regional Jail Board held their monthly meeting Wednesday, April 1, 2015. There was a good turnout for the annual dinner and it was enjoyed by all. The population for this month was approximately 267. They were a little down on Federal prisoner population but that was due to 35 being released to other jurisdictions on March 31st before the count was made but that should come back up next month. There are some good things going on with refurbishing some of the equipment that is twenty years old.

PLANNING COMMISSION REPORT

Councilman William Washington, IV reported the Commission had met and reviewed the Conditional Use Permit request of Gregory Packett to build an apartment complex on Main Street. The Commission voted to recommend a Joint Public Hearing with the Warsaw Town Council on May 14, 2015 at 7:00 p.m. They also reviewed the setback requirement in C-2 zoning and will continue to look into it to determine if they need to be revised. Councilman Washington moved to send the request of Gregory Packett to build an apartment complex on Main Street to Joint Public hearing on May 14, 2015 at 7:00 p.m. The motion was seconded by Councilman Lee and carried with the following votes.

 Mark E. Milstead Aye William L. Washington, IV Aye

 Paul G. Yackel Aye Ralph W. Self` Aye

 Rebecca C. Hubert Aye Roger R. Lee Aye

COMMITTEE REPORTS

None

UNFINISHED BUSINESS

Sharon Taylor’s Account – The Town Manager advised her last two bills were high and she had come to Council last month to ask that we look into this as she believes it to be the town’s problem. Her usage in February was 11,830 gallons and in March it was 8,980 gallons. From March 12th to March 24th she used 1,690 gallons. Last month Councilman Forrest suggested replacing the meter if it was bad and to adjust her bill if necessary. The customer believes it to be a faulty meter but most times I have found that it is not the meter. The meter is there to measure water and it does not turn unless there is water going thru it. At some point we have to decide what our next move will be. We need to come up with a policy on this. I suggest we monitor it for another month to see what happens. Council was in agreement with this.

Page 6

NEW BUSINESS

\*Reduced Connection Fees-The Town Manager advised the Connection Fees had been cut in half at the economic downturn and are set to expire June 30, 2015. We need to decide if we want to leave them as they are or if we need to adjust or raise them some.

\*Budget Meeting-The Town Manager noted we need to have a Budget Meeting prior to the next Council Meeting. After some discussion the meeting was set for Monday, May 04, 2015 at 7:00 p.m. at the Town Office. Councilman Self advised he will be out of town the whole first week in May so he will not be able to attend.

COUNCIL COMMENTS

\*Paul Yackel said he was one of those who had some concerns about the new Family Dollar. He thought the front would be facing Route 360 and was also concerned about it being so close to the road. He understands and shares people’s concerns but he hopes it will all work out.

\*Rebecca Hubert said she has been looking into some perspective businesses. One comment she had from a perspective business was that Warsaw had the most passion.

\*Ralph Self noted the Town Manager has been a very busy man. There is a lot going on in Warsaw and he hopes things continue to move forward.

\*William Washington said the new Auditorium and Gymnasium at Rappahannock High School is something this area can be proud of. There will be a big kick-off/grand opening soon and he thinks everyone will like what they see. He’s glad to see the Downtown Revitalization moving forward and the Acorn Lamps to be installed and the improvements to the Town Park are a great start in making a good impression on people coming into the area.

There being no further business, the meeting adjourned at 8:26 p.m.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By: Linda S. Holsinger, Administrative Assistant

Page 7