**WARSAW TOWN COUNCIL MEETING**

**AND**

**WARSAW PLANNING COMMISSION SPECIAL MEETING**

**JOINT PUBLIC HEARING**

**COUNCIL CHAMBERS – 78 BELLE VILLE LANE**

**JANUARY 8, 2015 – 7 P. M.**

Mayor Mark Milstead called the Warsaw Town Council to order. Council members present were Paul G. Yackel, Ralph W. Self, William L. Washington, IV, Rebecca C. Hubert, Roger R. Lee, Ogle E. Forrest, Sr. and Randall L. Phelps.

Chairman Rudolph M. Lowery called the Warsaw Planning Commission into session. Members present were William L. Washington, IV, Gary W. Palmore, Anne T. Barker, Faron H. Hamblin and Harold W. Donovan.

Town staff present were John M. Slusser, Town Manager, Chief Christopher J. Spare and Susan M. Pemberton, Treasurer and Clerk of Council. Others present were Mary Beth Bryant, Charlie King, Marty Mothershead, Jason Hughes, Ken Dunaway, Rusty Brown, Greg White, William Lewis, Town Attorney and Karen Reynolds reporter for the Northern Neck News. The Pledge of Allegiance was said by all in attendance.

**Public Hearing**

**General Development Plan & Final Site Plan – Northern Neck Electric Cooperative – Tax Map 16 Parcel 42A**

John Slusser, Town Manger read the following ad that was placed in the Northern Neck News.

Warsaw Planning Commission and the Warsaw Town Council will hold a joint public hearing Thursday, January 8, 2015 at 7:00 P.M. in the Robert W. Lowery Municipal Building located at 78 Belle Ville Lane to consider the request of Northern Neck Electric Cooperative to obtain General Development Plan and Final Site Plan Approvals necessary to build utility warehouse and garage/shop on Tax Map 16 Parcel 42A. This location lies between the Route 3 bypass and Hamilton Boulevard within the Town of Warsaw and is approximately 13 acres. The property is zoned C-3 which is a mixed use zoning district allowing both commercial and light industrial, including utility use.

Questions may be directed to the Town Office between 8:00 a.m. and 5:00 p.m., Monday through Friday at (804) 333-3737. All interested parties will be heard at the hearing or written statements may be sent to Town of Warsaw, P. O. Box 730, Warsaw, VA 22572 and will be presented at the hearing.

Marty Mothershead gave a power point presentation showing the projected site plans for Northern Neck Electric Cooperative.

Kenneth Dunaway introduced himself and stated that he lives at 271 Hamilton Boulevard. He asked about fencing around the entire property, pavement, and the retention ponds, and also any idea if this would affect the value of his home. He then asked if they could move the location of the retention pond which looks like it would be right in front of his house.

Vice-Chairman Washington made a motion to approve the General Development Plan and Final Site Plan for Northern Neck Electric Cooperative on Tax Map 16 Parcel 42A with pending final review and revision. Commissioner Barker seconded the motion. The following vote was taken.

Chairman R. M. Lowery Aye Gary W. Palmore Aye William L. Washington,IV Aye Anne T. Barker Aye

Harold W. Donovan Aye Faron H. Hamblin Aye

Councilman Yackel asked John M. Slusser, Town Manager if he had concerns. John M. Slusser stated that everything meets requirements in the DMO.

Councilman Yackel made a motion to approve the General Development Plan and Final Site Plan for Northern Neck Electric Cooperative on Tax Map 16 Parcel 42A with pending final review and revision. Councilman Lee seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington,IV Aye Roger R. Lee Aye

Randall L. Phelps Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Ralph W. Self Aye

**Public Hearing**

**Amend Development Management Ordinance (DMO)**

**Exhibit 6-to show min. lot size in C-3 as 15,000 square feet**

John Slusser, Town Manger read the following ad that was placed in the Northern Neck News.

**Joint Hearing of Warsaw Town Council and Warsaw Planning Commission**

The Warsaw Planning Commission and the Warsaw Town Council will hold a joint public hearing Thursday, January 8, 2015 at 7:00 P.M. in the Robert W. Lowery Municipal Building located at 78 Belle Ville Lane, Warsaw for the following purposes:

* **Amend Development Management Ordinance (DMO) Exhibit 6**

Amend Exhibit 6 to show that the minimum lot size in C-3 as 15,000 square feet.

A copy of the proposals is available for view at the town office and questions may be directed to the town office between 8:00 a.m. and 5:00 p.m., Monday through Friday at (804) 333-3737. All interested parties will be heard at the hearing or written statements may be sent to Town of Warsaw, P.O. Box 730, Warsaw, VA 22572 and will be presented at the hearing.

Vice Chairman Washington made a motion to amend Exhibit 6 to show that the minimum lot size in C-3 as 15,000 square feet.

Commissioner Donovan seconded the motion. The following vote was taken.

Chairman R. M. Lowery Aye Gary W. Palmore Aye William L. Washington,IV Aye Anne T. Barker Aye

Harold W. Donovan Aye Faron H. Hamblin Aye

Councilman Phelps made a motion to amend Exhibit 6

to show that the minimum lot size in C-3 as 15,000 square feet.

Councilman Forrest seconded the motion. The following

vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington,IV Aye Roger R. Lee Aye

Randall L. Phelps Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Ralph W. Self Aye

**Public Hearing**

**Amend Development Management Ordinance (DMO)**

**Exhibit 6-to show min. setbacks in C-3**

John Slusser, Town Manger read the following ad that was placed in the Northern Neck News.

**Joint Hearing of Warsaw Town Council and Warsaw Planning Commission**

The Warsaw Planning Commission and the Warsaw Town Council will hold a joint public hearing Thursday, January 8, 2015 at 7:00 P.M. in the Robert W. Lowery Municipal Building located at 78 Belle Ville Lane, Warsaw for the following purposes:

* **Amend Development Management Ordinance (DMO) Exhibit 6**

Amend Exhibit 6 to show minimum setbacks as the following in C-3:

Front 25 Feet

Rear 25 Feet

Side 25 Feet (each)

A copy of the proposals is available for view at the town office and questions may be directed to the town office between 8:00 a.m. and 5:00 p.m., Monday through Friday at (804) 333-3737. All interested parties will be heard at the hearing or written statements may be sent to Town of Warsaw, P.O. Box 730, Warsaw, VA 22572 and will be presented at the hearing.

Vice-Chairman Washington made a motion to amend Exhibit 6 to show that the minimum setbacks in C-3 to be as 25 feet in front, 25 feet in the rear, and then 25 feet on each side. Commissioner Palmore seconded the motion. The following vote was taken.

Chairman R. M. Lowery Aye Gary W. Palmore Aye William L. Washington,IV Aye Anne T. Barker Aye

Harold W. Donovan Aye Faron H. Hamblin Aye

Councilman Phelps asks had there been a property owner that had asked about the setbacks and would this change affect changes that they may plan on doing. John M. Slusser stated that he had received a phone call and then had found there were no setbacks for the C-3 Zoning. The new requirements will not change what they are planning to do.

Jason Hughes introduced himself and is here tonight representing River Pools and Spas and he stated that he called and ask about the setbacks. We were planning on building and the new required 25 feet setbacks were fine for them.

Councilman Phelps made a motion to amend Exhibit 6 to show that the minimum setbacks in C-3 to be as 25 feet in front, 25 feet in the rear, and then 25 feet on each side. Councilman Forrest, Sr. seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington,IV Aye Roger R. Lee Aye

Randall L. Phelps Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Ralph W. Self Aye

Chairman Rudolph M. Lowery concluded the Planning Commission hearing and adjourned.

**Comments From Public**

Willie Clements stated that he ran into Roger Lee at Lowe’s and they were talking that they have had numerous items stolen from homes and his office broken into as well as his van being driven. In the last 10 years my family has had break-ins and items stolen which have been very frustrating for us. Finally I went ahead and installed cameras at the business and in having that done we were able to provide evidence to the police for the most recent break-in. I think that if the Town of Warsaw would offer an incentive to install cameras and alarms it would make Warsaw a better and more secure place that companies would want to have their business here. I also think you would be surprised of the young black males that need work in this area. A suggestion for The Town of Warsaw when they do projects they could use these young males for laborers.

**Manager’s Report**

John M. Slusser, Town Manager stated there is a need for a Personnel Committee and one was scheduled for January 14, 2015 at 5:00 p.m.

The town manager stated that the Town Attorney was working on a contract to thin the timbers at the WWTP and should be completed in the next couple weeks.

All easements for Bailey Ridge Subdivision should be in place by the next 30 days.

The Family Dollar started construction but the contractor has not gotten all the paper work to us. The Final Site Plan is waiting on VDOT to sign off and I expect this should be done in the next week or 10 days.

John M. Slusser also stated that he and Jerry Davis had a meeting with Neal Barber on January 6, 2015 and the next meeting is scheduled for February 3, 2015. Neal Barber has been hired with the monies that VHDA has provided the Town to investigate the best redevelopment use of the property with the possibility of a mixture of residential and commercial uses. This property is formerly known as the Warsaw Health Care Center and now is owned by the Town of Warsaw on Rt. 360 in the middle of town.

Councilman Lee handed out an Octagonal Pavilion Sketch for review. He stated that it would be a white steel structure with a green roof and the top would be cooper as well as having a sound system. Every one of the council members agreed it was very nice and they look forward to the cost when Councilman Lee brings back for review to the council.

**Police Report**

Chief Spare commented on Mr. Clements and that overall the Town of Warsaw has a low crime rate.

Chief Spare stated that the police report for December and a

Annual report was in the council packet and if anyone had questions or comments he would be glad to answer. The next Triad meeting will be January 27, 2015 at Warsaw Methodist Church at 9:30.

Originally there were no monies for the DMV grant and he had it amended so we will be awarded but just not sure of the actual amount. Chief Spare stated that he would keep council updated.

**New Business**

**Peoples Community Bank Loan**

John M. Slusser, Town Manager stated the loan at Peoples Community Bank will come due on March 7, 2015. We need to have authorization to renew or pay the note off from council. Councilman Forrest made a motion to pay the note off from the General Fund when the loan comes due March 7, 2015. Councilman Lee seconded the motion. The following vote was taken.

Mark E. Milstead Aye Paul G. Yackel Aye

William L. Washington,IV Aye Roger R. Lee Aye

Randall L. Phelps Aye Rebecca C. Hubert Aye

Ogle E. Forrest, Sr. Aye Ralph W. Self Aye

**New Business**

**Work Session – Capital Improvements**

**January 14, 2015 at 6:00 p.m.**

John M. Slusser, Town Manager stated there is a Draft for Long Term Capital Improvements in the council packets for next week’s work session.

**Long Term Capital Improvements**

**Town Public Service**

* Continued Sidewalk Improvement
* Additional pedestrian lighting
* Downtown Main Street Redevelopment
* Warsaw Valley “Bottom” Shopping Center Redevelopment
* Miscellaneous final Main Street Park improvements, including fencing, landscaping and lighting
* Additional storage in Town Office
* Christmas Ornaments

**Water and Sewer Improvements**

* New lift station on Eastern end of town to serve Southern Bypass Area, including ability of Lift Station #1 to handle
* Engineering report to verify and provide cost information and feasibility data
* Engineering report on WWTP to determine:

1. Lagoon Close Out, including sludge disposal
2. Future Land Application possibilities at WWTP
3. Development potential

* Water upgrades along Main Street
* Water upgrades in Berlin & Pinehurst Subdivisions
* Additional storage for equipment and vehicles at WWTP
* Equalization Tank – Influent to SBR – Consistent flow, being held to long in pond

**Police Department**

* Location that supports growth and provides for evidence storage within the building.

NOTE: THIS IS TOWN MANAGER’S INITIAL OUTLINE TO FORMULATE UPCOMING LONG TERM CAPTIAL IMPROVEMENTS EFFORT AND BUDGET. IT IS INTENDED TO BE UTILIZED TO WHATEVER EXTENT COUNCIL DEEMS APPROPRIATE FOR UPCOMING WORK SESSION ON 1/14.

**Council Comments**

Councilman Lee stated he was excited for 2015.There is a lot going on and it was going to be a good year.

Councilwoman Hubert stated that there has been a lot of construction in the last 10 years in Warsaw and it sure looks like we are doing something.

Councilman Self stated that there was a nice write up on Hickie retiring in the Northern Neck News and it was well deserved. He also stated that he had retired and gives back to the community. He volunteers at the Northern Neck Food Bank and he stated he does not think anyone should go hungry and hopefully not in this community.

Councilman Washington stated that he attended the “Dutch Treat” Legislative Dinner at Lowery’s on January 7, 2015. We were in the back room and would take turns with getting questions answered on “Hot Topics” of state issues and concerns.

Mayor Mark E. Milstead reminded the council:

January 14, 2015

Personnel Committee - 5:00p.m.

Work Session - 6:00 p. m.

**Adjournment**

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

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Susan M. Pemberton, Clerk of Council