

MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
September 14, 2023 – 6:00 P.M.

The regular meeting of the Warsaw Town Council was held on Thursday, September 14, 2023, 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., Mary Beth Bryant, Ralph Self, and Rebecca Hubert. Councilman Hamblin and Councilman English were absent.

Town staff present: Town Manager Joseph Quesenberry, Assistant Town Manager Melissa Coates, Treasurer Julia Blackley-Rice, Wastewater Plant Manager Garrett Withers, and Chief of Police Trey Blake.

Also present: Approximately 1 other present in the 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 moved to approve the Consent Agenda as presented. The motion was seconded by Councilwoman Bryant and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph Self	Aye	Ogle E. Forrest, Sr.	Aye

PUBLIC COMMENT:

Mayor Phelps read an email from Sara Carroll, the President of the WRC Chamber of Commerce, regarding Warsaw Fest 2023.

There being no further comments, Mayor Phelps closed the Public Comment section of the meeting.

REPORTS

MAYOR'S REPORT: Mayor Phelps announced that a new restaurant will be opening in the former Chesapeake Doughnut building this November. The establishment will be named Egg-Spresso and will be open 7 days a week from 8am to 3pm.

TOWN MANAGERS REPORT: Mr. Quesenberry began his report by (1) giving an update to the streetlight improvements and letting Council know that this project has been completed. (2) Mr. Quesenberry updated the Council on the Town Park. There were new barriers installed around the playground and the Free Library has been reinstalled. (3) The last 4th Friday's Concert will be on September 22nd and Settle Down Jack will be performing. (4) Mr. Quesenberry stated Warsaw Fest is coming up on October 14th. (5) Mr. Quesenberry mentioned the new trash truck will be delivered on Wednesday, September 20th and it does not require a CDL to operate.

POLICE REPORT: Chief Blake reported there were 328 calls for service. Chief Blake spoke about the shooting that happened in Town in August and wanted to thank the numerous emergency personnel members that assisted and contributed on this incident.

WASTEWATER TREATMENT FACILITY REPORT:

Monthly Numbers

- Average flow from town for the month of August- 166,900 gal. A decrease of 7,900 gal. from the month of July's average flow.
- Max flow from town for the month of August- 197,800 gal. A decrease of 26,100 gal. from the month of July's max flow.
- Average Total Nitrogen for August was 3.09 mg/l., which resulted in a discharge of 130 lbs. We have discharged 1050 lbs., 29% of our permitted 3655 pounds.
- Average Total Phosphorus for August was 0.23 mg/l., which resulted in a discharge 10.90 lbs. We have discharged 32.3 lbs., 12% of our permitted 274 pounds.

Monthly Operations and Maintenance

- Due to high demand and lapses in receiving data we had to switch our sample labs. The transition has gone smoothly as of now.
- We are in the process of fixing one of our return pit pumps after we noticed it was not operating effectively.
- The roads we use to get to our groundwater wells were cleared and bushhogged for easier access.
- Our quarterly monitoring well sampling was prepped for and conducted.
- We are finishing up connections and upload of our private network Scada modems.
- All monthly preventative maintenance was conducted on plant pumps, valves, and equipment.

COUNCIL COMMITTEE REPORTS: No committees met in August.

PLANNING COMMISSION: The Planning Commission did not meet.

COMPREHENSIVE PLAN REPORT: Mrs. Coates reported that she is nearing the end of the process and the next steps will be to have a joint Public Hearing with the Planning Commission and Town Council. Councilman Self made a motion to set the joint Public Hearing on October 12 at 6PM. The motion was seconded by Councilman Forrest and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph Self	Aye	Ogle E. Forrest, Sr.	Aye

WARSAW RICHMOND COUNTY MAIN STREET REPORT: President Coates stated the Main Street Program will be hosting a Community Appreciation event at the upcoming 4th Friday's Concert on September 22nd. She went on to say that this will be an opportunity for people to meet the new board members. There will also be a movie night on October 27th as well as Trunk or Treat in the Town Park on October 31st.

NORTHERN NECK REGIONAL JAIL REPORT: The monthly jail population report was provided in the council packet. Mr. Yackel went on to provide a brief recap of the jail's most recent board meeting. He mentioned there was a new member, Richard Haynie, and they accepted the resignation from Ted Hall, the superintendent of 18 years. Michelle Lewis will begin her tenure as superintendent in January 2024.

AMERICAN RESCUE PLAN ACT REPORT: Mr. Quesenberry stated that there is a remaining balance of \$947,010.97. We have expended \$594,739.48 and the total allocation is \$1,541,750.45.

OLD BUSINESS

ECONOMIC DEVELOPMENT REPORT: Mayor Phelps announced previously the new restaurant Egg-Spresso planning to open.

PROJECTS UPDATE: **74 Main Street:** Mr. Quesenberry stated the bids are due at the end of September. He also stated that the Town did receive an extension from USDA for the \$200,000 grant until next year. **The Bounds:** Mr. Quesenberry and Mrs. Coates have been working to close this project out. There are items that were not completed by properly per the engineer. Mr. Quesenberry stated the Town will need to close this project out and reapply for a new project with DEQ. **VDOT TAP Project:** Mr. Quesenberry stated there is a tree near the Chinn House that will need to come down. VDOT did determine that the fence relocation does qualify as a reimbursable expense. **Well Replacement Project:** The preliminary engineering report has been included in the Council packets. Mr. Quesenberry stated USDA is not going to be able to award the Town to replace the well. Mr. Quesenberry is wanting to amend the ARPA budget to reallocate funds for the well replacement. Mr. Quesenberry plans to have a proposal for Council to review at the next meeting.

NEW BUSINESS

SPEED LIMIT SIGNAGE: Chief Blake stated that he reached out to a company named All Traffic to get a quote for a fixed position sign which does have recording data. Chief Blake recommended

it be placed on Route 360 since that is where he sees the majority of the problems with speeding. He mentioned that he was unable to obtain grant funds. Councilman Forrest made a motion for funds to be allocated to make this purchase. The motion was seconded by Councilman Self and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Nay
Rebecca Hubert	Nay	Mary Beth Bryant	Aye
Ralph Self	Aye	Ogle E. Forrest, Sr.	Aye

RAPPAHANNOCK COMMUNITY COLLEGE FUNDING REQUEST- HEALTH SCIENCES FACILITY:

Mr. Quesenberry read a letter from RCC’s President, Ms. Kennedy. In the letter, RCC is requesting a donation of \$25,000 from Town Council to go towards the new Health Sciences Lab. Councilman Forrest made a motion to approve the request from RCC that the Town contribute \$25,000 to assist with their 20% match for their new health sciences building. The motion was seconded by Councilwoman Bryant and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph Self	Aye	Ogle E. Forrest, Sr.	Aye

SADDLERY FOUNDATION WAR MEMORIAL PROPOSAL:

The Saddlery Foundation is seeking permission to place a War Memorial for their Community and Veteran’s Memorial Garden. Councilman Forrest made a motion to place the requested Memorial at the Saddlery. The motion was seconded by Councilman Self and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph Self	Aye	Ogle E. Forrest, Sr.	Aye

CLOSED SESSION- 2.2-3711 A-1: PERSONNEL MATTERS

Vice-Mayor Yackel moved to enter closed session in accordance with Section 2.2-3711A (1) Personnel Matters of the Virginia Freedom of Information Act. The motion was seconded by Councilman Forrest and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph Self	Aye	Ogle E. Forrest, Sr.	Aye

Councilman Forrest moved to come out of closed session and reenter regular session. The motion was seconded by Councilman Self and carried with the following votes.

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph Self	Aye	Ogle E. Forrest, Sr.	Aye

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
Rebecca Hubert	Aye	Mary Beth Bryant	Aye
Ralph Self	Aye	Ogle E. Forrest, Sr.	Aye

There was no action taken out of closed session.

CLOSING COMMENTS

Councilwoman Hubert stated it was a great meeting and lots of details confirmed. She is looking forward to the new restaurant.

Councilman Self is looking forward to the Fall and what is to come.

Councilwoman Bryant said it was a very productive meeting and lots to look forward to.

Councilman Forrest agreed with Ralph and Mary Beth. The Town has done great things for our Veterans and our community by supporting RCC and The Saddlery.

Vice-Mayor Yackel mentioned the fountains are very beautiful at night.

Mayor Phelps stated he had the pleasure of driving around the Northern Neck with some of his bank executives. He has heard from many residents that they have wanted a 7 day a week breakfast location. It is coming in November.

There being no further business Mayor Phelps adjourned the meeting at 7:33p.m.

Submitted by: Julia Blackley- Rice, Treasurer & Clerk