



Minutes of the
Colonial Beach Town Council
Work Session
Thursday, February 27 , 2014
At 4:30 p.m.

Colonial Beach Town Center
22 Washington Avenue
Colonial Beach, VA 22443

Present

Mayor, Mike Ham
Vice Mayor, Tommy Edwards
Member, Pete Bone
Member, Linda Brubaker
Member, Jim Chiarello
Member, Wanda Goforth
Member, Gary Seeber

Also Present

Town Manager, Val Foulds
Town Clerk, Kathleen Flanagan
CFO, Joan Grant

Call to Order

Mayor Ham called the work session to order at 4:40 p.m.

Roll Call of Members

All council members were present.

Presentations

2014 Bike Fest, Chamber of Commerce and All American Harley

Carey Geddes, President, CBCOC, introduced Steve “Smurf” Keene.

Mr. Geddes passed out an email and information package he had received from Eddie Blunt on an event in Florida.

Mr. Keene updated Council on the work put into the event so far. Bike events bring in money and repeat visitors.

Mr. Keene and the Chamber have held several meetings over the last five months, with the goal of making this event a huge success for local business owners, which will revitalize Colonial Beach and put this town back on the map as a great destination place.

Mr. Keene said he was a bit hesitant to post more information until he has a final blessing from Town Council.

Radio stations 97.7 and 102.9 have been talking about Bike Fest. On Facebook, 400 people have shared the information and 700 people have liked it.

Mr. Bone asked if there was an expected attendance.

Mr. Geddes answered “10,000 – 12,000.”

Mr. Keene answered “You never really know for the first annual. Maybe 8,000 to 10,000.”

Part of the proceeds from tee shirt sales will go to The Fisher House, Colonial Beach Fire and Rescue and rebuilding of the old Colonial Beach Elementary School.

Mr. Keene will be attending a vendor expo to market the Bike Fest and has already begun talking to sponsors. With the right sponsors, a concert would be possible, such as the Marshall Tucker Band.

If the American Legion agrees to using its property, that is where Mr. Keene would like to have the bike show on Sunday.

The Harley Davidson dealer fleet has been scheduled for Bike Fest. Last year over 350 test drives were taken.

Mr. Keene would like final approval from Council

Gary Mitchell, Director of Planning and Zoning

Mr. Mitchell and Dexter Monroe, Building Inspector, provided a power point presentation looking back at 2013.

Old Business

Police Chief Applicants

Mr. Edwards asked Ms. Flanagan to contact each applicant who made the first cut to ascertain if they are still interested; understand the top salary; and are willing to relocate to live within 15 minutes from town or, preferably, within town.

Ms. Goforth would support living in town, but would consider someone within a 15-minute radius. Mr. Seeber said 15-minute radius. Mr. Chiarello said live in town. Ms. Brubaker would support a mile radius. Mayor Ham would support a 15-minute radius.

Town Manager Update

Ms. Foulds noted her update is a bit shorter because she has a presentation for later on the State of the Budget.

1) Emergency Operations – Ms. Foulds has been working with Mr. Davis and Mr. Risavi. The entire Northern Neck Plan, specifically Westmoreland County, is being prepared and the town comes under the county. Towns typically do not qualify otherwise unless their population is over 5,000.

FEMA has stated they will provide no funding to the county to open an additional shelter in Colonial Beach. The county shelter at Oak Grove is available for town use, has a generator and is fully functional.

Ms. Brubaker asked if Ms. Lovelace, who volunteered to assist the town, was included in the meetings.

Ms. Foulds responded that she would be happy to contact Ms. Lovelace and update her.

2) The potential donation of a generator located in Richmond is still ongoing.

3) Verizon dispatch equipment. Ms. Foulds explained that every two or three months she and the CFO go through the telephone bills to verify all charges. Ms. Foulds uncovered several circuits that the town is paying for and is trying to identify those circuits. Also the town is still being billed for the 911 tax that should go to the county.

There is also a bill for approximately \$800 billing for equipment.

4) The generator located at 700 Colonial Avenue. Ms. Foulds asked Jill Tighe to address this issue. Ms. Tighe noted the 175K generator was picked up by the purchaser from Gov Deals. The replacement generator for this generator was installed in August of 2000. The generator sold for \$913.50. There had been a prior sale for \$200.

Mr. Chiarello noted an asset control program needs to be implemented.

Ms. Tighe noted there is currently in place an asset control program.

Ms. Foulds noted that until 2009 or 2010 the town did not have an asset inventory for anything in this town.

Ms. Foulds, in answer to a question posed by Ms. Goforth, answered that “each person is responsible for their own.” Assets over \$5,000 are capitalized.

Ms. Goforth and Ms. Brubaker agreed that certain assets under \$5,000 such as computers, laptops, cell phones, et cetera should be listed as well.

Ms. Foulds noted cell phones are assigned and our server keeps a log of computers.

Ms. Foulds will solicit a quote from the IT company to perform an annual audit.

5) Virginia Department of Health has assigned Nate Mathis to work with the town. The town is attempting to get an exemption from environmental studies.

6) School funding request – VML has finished the analysis. Currently VML is looking at a 20-year loan with a 10-year fixed rate and then a rate re-set.

Recess

Mayor Ham called for a five minute recess.

Recess/Adjournment

Mayor Ham recessed the work session until Monday, September 30 at 5:00 p.m.