



**Minutes of the
Colonial Beach Town Council
Regular Meeting held on
Thursday, May 12, 2016 at 7:00 p.m.**

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

Present

Mayor, Mike Ham
Vice Mayor, Eddie Blunt
Member, Wayne DiRosario
Member, Tommy Edwards
Member, Wanda Goforth
Member, Mike Looney
Member, Burkett Lyburn

Absent

All Council Members were present.

Also Present

Town Manager, Val Foulds
Town Attorney, Andrea Erard
Police Chief, Danny Plott
Town Clerk, Kathleen Flanagan

Call to Order

Mayor Ham called the meeting to order at 7:04 p.m.

Roll Call of Members

Mayor Ham requested a roll call of members. Mr. DiRosario responded "here," Mr. Blunt responded "here," Mr. Lyburn responded "here," Mr. Edwards responded "here," Ms. Goforth responded "here," Mr. Looney responded "here," and Mayor Ham responded "here."

All Council Members were present.

Additions to the Agenda

Mr. Looney asked if Resolution #20-16 could be added to the agenda. Mayor Ham noted the resolution re: the Capital Improvement Program will be heard by Council at next week's special meeting where Council will take action on the resolution.

Approval of the Agenda

A motion was made by Mr. Edwards to approve the agenda, as amended. Mr. Lyburn seconded the motion.

Mayor Ham call for a voice vote. All in favor, signify by saying "aye." Mr. DiRosario, Mr. Looney, Mr. Blunt, Mr. Lyburn, Mr. Edwards, Ms. Goforth and Mayor Ham all said "aye." The "ayes" were unanimous.

The motion to approve the agenda passed unanimously.

Approval of Minutes

A motion was made by Mr. Lyburn to approve the minutes for the January 28, 2016 Work Session and the February 11, 2016 Regular Meeting. Mr. Edwards seconded the motion.

Mayor Ham call for a voice vote. All in favor, signify by saying "aye." Mr. DiRosario, Mr. Looney, Mr. Blunt, Mr. Lyburn, Mr. Edwards, Ms. Goforth and Mayor Ham all said "aye." The "ayes" were unanimous.

The motion to approve the minutes passed unanimously.

Council Announcements

Mr. Edwards reminded that the Memorial Day Service will be held Monday at 11:00 a.m. at the cannon. Prior to the ceremony, the American Legion will dedicate the new flag pole at 10:50 a.m. Mr. Edwards noted that an anonymous gentlemen donated \$1,000 for the new flag pole.

Mr. Blunt recognized and thanked all the Volunteer Day volunteers which was held at the community center.

Mr. DiRosario also thanked all the volunteers.

Presentations

Proclamation, Business Appreciation Week

Mayor Ham read the proclamation.

Proclamation

Business Appreciation Month 2016

WHEREAS, our local businesses play an essential role in strengthening our town through their innovation, creation, and expansion; and

WHEREAS, Virginia businesses provide nearly 3.1 million jobs to our residents throughout the Commonwealth and offer a variety of products and services to customers around the globe; and

WHEREAS, the Town of Colonial Beach is pleased to recognize the accomplishments of our existing businesses; entrepreneurs; small businesses, minority and women owned businesses; and the major employers that contribute greatly to the economic recovery of our town; and

WHEREAS, it is fitting to offer the citizens of our town a unique opportunity to recognize our local businesses for the essential role they play in driving our town's economy;

NOW, THEREFORE, the Colonial Beach Town Council does hereby recognize May 2016 as **Business Appreciation Month**, and we call this observance to the attention of all our citizens.

Michael S. Ham, Mayor

Dated this 12 day of May 2016

Ms. Foulds, Town Manager

Ms. Foulds reminded Council that there will be a meeting on Wednesday to discuss the budget and the Capital Improvement Plan.

Chief Danny Plott

Chief Plott noted the Department is anxiously awaiting summer.

Chief Plott further noted the body cameras were delivered last month and are now being used. The officers are pleased with the cameras.

Chief Plott further noted that Officer Myers is at home recovering from an automobile accident.

Dr. Kevin Newman, School Superintendent

Dr. Newman noted that eight contractors met the qualifications to bid and six attended a pre-bid conference.

Dr. Newman noted the School Board meeting has been rescheduled for May 18.

Ms. Robin Schick, Chair, Planning Commission

Ms. Schick noted there is an applicant for the open seat on the Commission and introduced Mr. Harry “George” Prassenos.

Ms. Schick noted the Commission will hear an application for a Conditional Use Permit on May 26 at 9:00 a.m. and hopes Council will be able to hold a public hearing at its June regular meeting.

The Commission is reviewing the trash ordinance and will hold a public hearing on the new Housing Section at its June meeting.

Ms. Schick offered to meeting individually with Council members regarding the Capital Improvement Plan.

Mr. Larry Roberson, Westmoreland County Board of Supervisors

Mr. Roberson reported that the Maddox Creek bridge will re-open soon.

Mr. Roberson noted that Dave Brown is no longer the representative from VDOT.

Mosquito control briquettes will soon be available from the County.

Mr. Roberson noted that the county passed a budget, which includes a tax increase of \$.05 to beach residents. Overall, county taxes went up \$.08, but \$.03 of that was dedicated to school.

Unfinished Business

Resolution #20-16, Approval of Capital Improvement Plan (CIP)

Mayor Ham noted the CIP will be discussed at the scheduled Special Meeting next Wednesday.

Mr. Looney noted he would prefer to not vote on the CIP at the Special Meeting, but postpone a vote until the June regular meeting.

A motion was made by Mr. Edwards to move the approval of the CIP to the June regular meeting. Ms. Goforth seconded the motion.

Mayor Ham call for a voice vote on the motion. All in favor, signify by saying “aye.” Mr. DiRosario, Mr. Looney, Mr. Blunt, Mr. Lyburn, Mr. Edwards, Ms. Goforth and Mayor Ham all said “aye.” The “ayes” were unanimous.

The motion to postpone the adoption of Resolution #20-16 passed unanimously.

New Business

Public Hearing

Resolution #26-16, Approval of the Lease of 108 Taylor Street

Mayor Ham summarized Resolution #26-16 and noted this is for the building known as the food court on the boardwalk.

Public Input

At 8:04 p.m. Mayor Ham opened the Public Hearing.

There was no public comment.

At 8:04 p.m. Mayor Ham closed the Public Hearing.

Action by Town Council

Mr. Blunt noted he had concerns with leasing the property for \$1,600 per year. Mr. Blunt would like to know what the total is of Mr. Willey’s initial investment.

Mayor Ham called Mr. Willey to the podium. Mr. Willey noted he would have to check with his contractor to get a cost on the total for the necessary improvements.

Ms. Goforth made a motion to defer action on Resolution #26-16 as written. Mr. Edwards seconded the motion.

Mayor Ham call for a voice vote. All in favor, signify by saying “aye.” Mr. DiRosario, Mr. Looney, Mr. Blunt, Mr. Lyburn, Mr. Edwards, Ms. Goforth and Mayor Ham all said “aye.” The “ayes” were unanimous.

The motion to defer action on Resolution #26-16 passed unanimously.

Resolution #27-16, Appoints Andrea Clement, Jeannette Holman, and Geoffrey Clopton to the Redevelopment and Housing Authority

Mayor Ham summarized Resolution #20-16.

Action by Town Council

Mr. Edwards made a motion to adopt Res #27-16 as written. Mr. Lyburn seconded the motion.

Mayor Ham call for a voice vote. All in favor, signify by saying “aye.” Mr. DiRosario, Mr. Looney, Mr. Blunt, Mr. Lyburn, Mr. Edwards, Ms. Goforth and Mayor Ham all said “aye.” The “ayes” were unanimous.

The motion to adopt Resolution #27-16 passed unanimously.

RESOLUTION #27-16, APPOINTS ANDREA CLEMENT, JEANNETTE HOLMAN, AND GEOFFREY CLOPTON TO THE REDEVELOPMENT AND HOUSING AUTHORITY

WHEREAS, there are vacancies on the Redevelopment and Housing Authority; and

WHEREAS, Andrea Clement, Jeannette Holman and Geoffrey Clopton have indicated their willingness to serve and have submitted an application(s); and

WHEREAS, the Redevelopment and Housing Authority has considered the submitted applications and recommends that Andrea Clement, Jeannette Holman and Geoffrey Clopton be appointed to serve on the Redevelopment and Housing Authority.

NOW, THEREFORE, the Town Council, meeting in regular session, Thursday, May 12, 2016 hereby appoints Andrea Clement, Jeannette Holman and Geoffrey Clopton to the Redevelopment and Housing Authority, each for a four-year term expiring on April 30, 2020.

Resolution #28-16, Authorizes Town Manager to enter into a contract with Municipal & Financial Services Group

Mayor Ham summarized Resolution #28-16.

Action by Town Council

Mr. Lyburn made a motion to adopt Resolution #28-16 as written. Mr. Blunt seconded the motion.

Mayor Ham call for a voice vote. All in favor, signify by saying “aye.” Mr. DiRosario, Mr. Looney, Mr. Blunt, Mr. Lyburn, Mr. Edwards, Ms. Goforth and Mayor Ham all said “aye.” The “ayes” were unanimous.

The motion to adopt Resolution #28-16 passed unanimously.

RESOLUTION #28-16, AUTHORIZES TOWN MANAGER TO ENTER INTO A CONTRACT WITH MUNICIPAL & FINANCIAL SERVICES GROUP

WHEREAS the Town of Colonial Beach is in the process of installing additional water meters; and

WHEREAS the Colonial Beach Town Council seeks to ensure that the water and sewer rates for citizens are fair; and

WHEREAS the Colonial Beach Town Council must also ensure the financial health of the Town’s water and sewer system.

NOW THEREFORE BE IT RESOLVED by the Colonial Beach Town Council at its regular monthly meeting on May 12, 2016 that the Town Manager is authorized to enter into a contract with the Municipal & Financial Services Group for the purpose of developing a long-term financial plan and model for the Town, which includes the development of recommended water and sewer rates for each of the next five fiscal years subject to the review and approval of the agreement by the Town Attorney; and

BE IT FINALLY RESOLVED that all amounts to be paid under this agreement shall be paid from the water and sewer funds respectively.

Resolution #29-16, Referral to the Planning Commission re: Request for a Conditional Use Permit at 125 Wilder Avenue

Mayor Ham summarized Resolution #29-16 and recommended a public hearing be scheduled for the Town Council on June 9, 2016.

Action by Town Council

Mr. Edwards made a motion to adopt Resolution #29-16, as amended. Mr. Looney seconded the motion.

Mr. Blunt asked Robin Schick, the agent for Ms. Kay Marlin, to speak to the request.

Ms. Schick reported that she represents Ms. Marlin, the new owner of the Vernon House, which has been extensively renovated into three studio/efficiency apartments and two small commercial space and is speaking on behalf of her client.

Mayor Ham call for a voice vote. All in favor, signify by saying “aye.” Mr. DiRosario, Mr. Looney, Mr. Blunt, Mr. Lyburn, Mr. Edwards, Ms. Goforth and Mayor Ham all said “aye.” The “ayes” were unanimous.

The motion to adopt Resolution #29-16, as amended, passed unanimously.

**RESOLUTION #29-16, REFERRAL TO THE PLANNING COMMISSION
RE: REQUEST FOR A CONDITIONAL USE PERMIT AT 125 WILDER
AVENUE**

WHEREAS, Ms. Robin Schick has applied, as the agent for Ms. Kay Marlin, for a Conditional Use Permit (CUP) to operate a Mixed Residential/Commercial Use Building at 125 Wilder Avenue. This structure is located in the Resort Commercial (RC) Zoning District. A Conditional Use Permit is required to operate a Mixed Residential/ Commercial Use in that Resort Commercial District.

NOW THEREFORE BE IT RESOLVED by the Colonial Beach Town Council, at its regular monthly meeting on May 12, 2016 that CUP-02-2016, the request by Ms. Robin Schick, as the agent for Ms. Kay Marlin, for a Conditional Use Permit, is hereby referred to the Colonial Beach Planning Commission for a public hearing and recommendation in accordance with state law.

**Resolution #30-16, Referral to the Planning Commission re: Review of
Amendments to the Housing Section of the Comprehensive Plan**

Action by Town Council

Mr. Looney made a motion to adopt Resolution #30-16. Mr. Edwards seconded the motion.

Mayor Ham call for a voice vote. All in favor, signify by saying “aye.” Mr. DiRosario, Mr. Looney, Mr. Blunt, Mr. Lyburn, Mr. Edwards, Ms. Goforth and Mayor Ham all said “aye.” The “ayes” were unanimous.

The motion to adopt Resolution #30-16 passed unanimously.

**RESOLUTION #30-16, REFERRAL TO THE PLANNING COMMISSION
RE: REVIEW OF AMENDMENTS TO THE HOUSING SECTION OF
THE COMPREHENSIVE PLAN**

WHEREAS, Colonial Beach received a grant to update the Housing Section of the Comprehensive Plan to conform with the Code of Virginia. The update to the section is complete and ready for review by the Town.

NOW THEREFORE BE IT RESOLVED by the Colonial Beach Town Council, at its regular monthly meeting on May 12, 2016 that review of Amendments to the Housing Section of the Comprehensive Plan is hereby referred to the Colonial Beach Planning Commission for a public hearing and recommendation in accordance with state law.

Citizen Input

Kevin Stees, 217 Dogwood Avenue, spoke to the lease of 108 Taylor Street. Mr. Stees noted that the lock had been changed without notice to the current leaseholder. On May 11, again the lock had been replaced.

Walter Kern, The Meadows, spoke to the utilities tax collected by Dominion Power on behalf of the town. Mr. Kern would like to know what the money is used for.

Mr. Kern asked the town to put a stop sign at the end of the driveway to Public Works off Route 205.

Mr. Kern also noted State Law requires that stop signs cannot be mounted on utility poles. According to Mr. Kern, there is a stop sign on a utility pole at the corner of Wilder and Washington Avenue

Rick Davis, Wakefield Drive noted he has not received an answer on his question of where the money for mold removal was spent.

Mr. Davis also asked if the Chamber of Commerce and Beach Productions are both being charged for bike fest.

Jason Gonzales, 118 Mimosa asked that the volleyball court be moved to a more populated beach area.

Mr. Blunt suggested that a second volleyball court could be set up.

Diane Pearson, 300 Billingsley reported there is a group in town writing a book about Colonial Beach. They are looking for information, pictures, anything to do with the town. If you have information, please provide it to Kitty Norris at the library.

General Council Comments

Mr. Edwards asked if a handicap parking area could be moved on Hawthorn. Ms. Foulds noted that the matter was under review.

Mr. Lyburn spoke to the new stop sign on Irving, saying it is difficult for citizens to notice the sign because there has never been one there before.

Chief Plott noted that the officers are aware that there is a learning curve for drivers.

Mr. Blunt verified with Ms. Foulds that no changes to the one-way traffic direction on Hawthorn will occur until the whole traffic pattern in the revitalization area is agreed upon.

Mr. DiRosario noted he met with a group of concerned citizens who would like to see a change in direction on Hawthorn Street.

Mayor Ham noted that whatever the final decision is, it is not an issue of whether the signs have been ordered, it is an issue of what makes the most sense.

Closed Meeting

There was no closed meeting.

Adjournment/Recess

Ms. Goforth made a motion to adjourn. Mr. Lyburn seconded the motion.

Mayor Ham called for a voice vote on the motion to adjourn. All in favor, signify by saying “aye.” Mr. DiRosario, Mr. Edwards, Mr. Looney, and Mayor Ham voted “aye.” The motion to adjourn passed unanimously.

At 8:55 p.m. the meeting was adjourned.

Kathleen Flanagan, Town Clerk

Mike Ham, Mayor