

The town council held a scheduled meeting by virtual means on May 28, 2020, at 10:00. Mayor Gravatt called the meeting to order. Members that were logged in to the meeting virtually and responded to a roll call were Mayor Gravatt, Bill Smith, Bill Goldsmith, Boyd Wiley, George DeVries and Larry Chowning. Barbara Hartley joined the meeting via phone.

The first item on the agenda was a special discussion with the engineers working on the new pumping station for HRSD that presented to council at the work session by Bill Smith. There was a discussion about the Taber Park option. There were several important questions/points that are noted below:

HRSD would only have one new pump station to maintain and the one currently in the parking area of the pool at Taber Park would go away, opening up the area for the new park plans. They are in the study phase and will conclude that by late Fall 2020 and then move into the design phase several months after that with construction beginning at the end of 2021 or early 2022.

They are looking for a win win for Urbanna and HRSD including the removal of the treatment plant in town. The pump station over at the park is a below ground feature with some above ground panels and the new station would have a moderately sized control building that could be designed to blend in to the surroundings. They are looking at 15' x 20' footprint and will incorporate odor control features to mitigate those impacts as well. They are just in the planning stages and looking and discussing options at this point.

Bill Smith asked how HRSD might consider cost consideration since the town has just completed a new plan for the park and this pump station would require some changes to the plan. He stated that he felt that council was waiting to see if there would be a cost consideration by HRSD for the park upgrade.

Boyd Wiley stated that he felt the footprint was too large for this pump station and asked for a smaller footprint. The response was that HRSD has a standard footprint of 150' x 150' and the reasoning for this standard is because large equipment/trucks have to maneuver in and out of the area. Wiley stated again that he would like to see a smaller footprint.

George DeVries asked how big the actual pump station was, noting it would not take the entire footprint.

The building itself is 15' x 20' footprint and then you have a standby generator off to the side, the odor control components off to the side and the wet well itself takes a 10 x 10 area. Once you add landscaping features and areas for equipment and maintenance trucks to safely turn around, the space is taken up quickly.

Andy Bury asked how this will affect the current location of the pool noting that the footprint includes a portion of the current pool. He also asked if that would include an easement for ingress/egress.

You are right about the easement for ingress/regress. There was some confusion about the pool being closed for the season or permanently.

Barbara asked what the timeline was for the project.

Construction time will be end of next year (2021) or beginning of the next (2022), noting that this project is 2-3 years away.

Barbara Hartley asked if the footprint could be changed to be longer and narrower along the side of the pool instead of a square 100' x 100'.

That would have to be looked at but it doesn't fit the HRSD standard footprint. He noted that these stations are much smaller than others and they would have to look at how changing the footprint would alter the space noting they would look at it if Urbanna desired. ??? added that no less than a 50' wide swath would be needed.

Boyd Wiley mentioned making structures look colonial or garages and asked if there was a plan for exterior of the building or was it too small of a footprint to qualify as he noted concern for the close by neighborhood, the park and odor control.

It is too early in the process to know what the structure will look like but HRSD has a rigorous architecture review process and works closely with architects to develop renderings that fit the surroundings and generally the architecture of the surroundings.

George DeVries asked about the cost consideration to the town and how that would be calculated and would it extend above the real estate. Bill Goldsmith added to the question asking specifically about the pool.

The land would be surveyed and valued based on surrounding properties values and make an offer based on that figure. It was noted that it is still early in the process and this would be a future negotiation. Specific to the real estate, they stated in some cases the cost exceeded the real estate value but in others it did not.

Larry Chowning added that there will be a price to remove the pool too and that will play a part in the conversation.

Moving forward, HRSD stated that over the next 5-6 months these conversations will begin. Also, if the Mullins lot is used, the current pump station at Taber Park would stay in place as it would still be in use. If the park area is used, the pump station will be removed.

In closing, George DeVries stated consideration beyond the real estate for this to be feasible because there is an advantage to HRSD having the pumping station here and I think that should be considered beyond the value of the real estate. HE stated that he knew that discussions would continue but while HRSD was in the meeting, he wanted this known. Members of council verbally agreed with George DeVries on his statement.

Moving on to the next item on the agenda, Bill Goldsmith made some remarks on the budget noting that it is bare bones and, in most cases, does not include any requests. Ms. Gailey presented the proposed FY 2020-2021 Budget.

After the presentation, Larry Chowning made a general statement that doing this on the computer and being able to see it as clearly as he can makes it so much easier to digest the budget. As opposed to the way we normally look at it on the big screen. I want to compliment you. I mean this just works well. Ms. Gailey thanked Larry for his comments. There was a general conversation about doing this in the future with the laptops that were purchased for the virtual meetings so that each member of council has a screen directly in front of them.

At this time, Barbara Hartley stated that we have a resident that is asking Holly when she knew that this increase in the trash collection was going to happen and if it was substantially a week or more ago, why were other avenues not already looked into to see if maybe there was something else we could do before the meeting. Ms. Gailey responded by saying that this was not formally completed as she received only a phone call stating they were going to have to increase the amount 20% to cover their cost. Bill Goldsmith asked for clarification on the original quotes because he believed that even with the increase, the contractor was still less than other quotes received several years ago. Ms. Gailey confirmed that the original quotes were much higher than the current contractor. Barbara Hartley stated that even with the 20% increase she felt it was a fair price in comparison with the other amounts the town could have been paying.


Moving to old business, Mayor Gravatt asked Ms. Gailey to update the council on the trolley. She noted that due to the current restrictions, Bay Transit did not feel that it was feasible to run the trolley but that if the restrictions were lifted, a consideration would be made at that time.

At this time, Mayor Gravatt asked George DeVries to give an update on the Comprehensive Plan Review that is being completed by the Planning Commission. He did not have an update. John Gill stated that the plan was to start meeting again in June on the regular schedule and that the commission will have to vote again on a public hearing date to hear comments on the proposed Air Bnb Ordinance and the Chesapeake Bay Act portion of the Comprehensive Plan. After the date is set and the public hearing has occurred, the recommended ordinance will come to town council for review and a subsequent public hearing.

Moving into new business, Mayor Gravatt asks Ms. Gailey to update council on the CARES funding. Ms. Gailey explained that the county was to receive the funds and the town would receive a portion of that money for just businesses within the town. Based on the 2018 estimated population of 467, which would calculate out to approximately \$41,000 of CARES money. Ms. Gailey introduced a program concept that the PDC was working on called CAP (Covid Adaptation Program). The intention of the program is to have the PDC in charge of the funds and have an application process for approval allowing the locality to help the community businesses but not have to facilitate the funding through amendments. The PDC will hire a person specifically to administer CAP and all jurisdictions will agree to all stipulations/eligibility and will have to decide whether they will participate in the program or administer a local program for their jurisdiction. Ms. Gailey discussed some of the particulars of the program. There was a general conversation regarding the program and the criteria and whether the town should participate or not. Ms. Gailey presented a concept that would keep all the money together in one pool with Middlesex County and that might benefit the businesses rather than have the limited funds just for Urbanna or the town could ask for more funding as recommended by Pete Mansfield, BOS Middlesex County, Saluda District. Larry Chowning recommended that Ms. Gailey talk with the EDA at the county and discuss advantages and disadvantages.

Moving on, Ms. Gailey discussed the timing for the budget public hearing by stating it would require a special called meeting on June 18, 2020 in order to stay within the guidelines. Barbara Hartley made the motion to establish the public hearing for June 18, 2020 at 7:00p.m. This was seconded by Goldsmith. The following answered aye to a roll call vote: Hartley, Goldsmith, Chowning, Smith, DeVries and Wiley. Andy Bury noted that this is a special called meeting and as such the only agenda item is the public hearing for the FY20-2021 Proposed Budget.

Seeing there was no further business, George DeVries made a motion to adjourn. This was seconded by Barbara Hartley. Those answering aye to a roll call vote was DeVries, Hartley, Chowning, Wiley, Smith and Goldsmith.

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