

The Regular Meeting of the Urbanna Town Council was held on February 26, 2018 in the Council Chambers at Town Hall at 7:00 pm. Mayor Hollberg opened the meeting with the Pledge of Allegiance. Ms. Gailey called the roll to which the following answered present: Marjorie Austin, Larry Chowning (arrived at 7:52 pm), Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley and George DeVries. C. Also present were Holly Gailey – Town Administrator, Traci Wright – Town Clerk, Bob Henkel – Treasurer, Andy Bury – Town Attorney, one member of the press and nine guests.

The first item of business was consideration of the January 11, 2018 Town Council work session minutes. Council Member George DeVries moved to approve the minutes as presented, seconded by Council Member Marjorie Austin. Ms. Gailey called the roll to which the following answered aye: Marjorie Austin, Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley and George DeVries. Absent: Larry Chowning.

The second item of business was consideration of the January 22, 2018 Town Council meeting minutes. Council Member Marjorie Austin moved to approve the minutes as presented to which Council Member George DeVries seconded. Ms. Gailey called the roll to which the following answered aye: Marjorie Austin, Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley and George DeVries. Absent: Larry Chowning.

Next, Holly Gailey gave an administrator report.

Ms. Gailey is currently working with the Thrasher Group on water system grant options.

Ms. Gailey is working with Fleet Brothers, Inc. to have automatic transfer switches installed at both town generators.

Ms. Gailey stated the fire hydrants throughout town will have flow tests performed by a licensed contractor to compare to data from 2013.

Ms. Gailey stated that water meter reads have been completed for billing period December 18, 2017 through February 20, 2018 and submitted for billing.

Ms. Gailey continues to work with Mincode on the code codification.

Ms. Gailey and John Gill are working together with the Planning Commission on the CIP to present to town council.

Ms. Gailey is currently working on the FY 2018-2019 budget and will share with the finance committee once draft is completed.

Ms. Gailey will advertise for pool staff soon in order to be ready to open for Memorial Day weekend. While discussing the pool preparation Mayor Hollberg asked Ms. Gailey how the town museum foundation repairs are coming along. Ms. Gailey said these repairs will be done in a five phase series and as weather permits because of the products that have to be used. Mayor Hollberg also asked if the electric panels have been upgraded yet to which Ms. Gailey responded yes.

Next on the agenda, Town Treasurer Bob Henkel gave a treasurers report.

At this time, Mayor Hollberg opened public comment. Bob Calves, former town resident discussed his concerns. Bill Smith of Rappahannock Avenue, discussed his water concerns with the County of Middlesex. Jeanine Rowe, town resident asked if the town was going to sell the water system. It was stated at this time that the water system in the Town of Urbanna has no intention of being sold to the MWA. With no further comment Mayor Hollberg closed the public comment session.

Next on the agenda, under old business, Ms. Gailey discussed meeting with the president of the UBA and advised council that they are interested in taking part in the trolley.

Council Member Diane Gravatt made a motion to approve a meeting with council and the UBA to discuss the Trolley issues, to which Council Member George DeVries seconded. Ms. Gailey called the roll to which all answered aye: Marjorie Austin, Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley, Larry Chowning and George DeVries.

Mayor Hollberg suggested that progress not stop on the sale of trolley ads by Council Member Austin at this time.

Next on the agenda, under new business, Mayor Hollberg introduced Lawrence Fuccella to speak about the master plan for the May 18-20, 2018 Urbanna Cup Regatta.

With no public comment, Mayor Hollberg made a motion to approve the master plan as presented with a change to page six with the correct name of the rescue squad. Council Member Marjorie Austin seconded. Ms. Gailey called the roll to which all answered aye: Marjorie Austin, Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley, Larry Chowning and George DeVries.

Next on the agenda under new business, there was discussion of the restore Urbanna Creek Project. Council Member Barbara Hartley made a motion to withdraw the letter written by Ms. Gailey to amend the original permit to which Council Member Marjorie Austin seconded. Ms. Gailey called the roll to which the following answered aye: Marjorie Austin, Mayor Steve Hollberg and Barbara Hartley. The following answered nay: Larry Chowning, George DeVries and Gravatt. Abstained: Boyd Wiley.

It was made clear at this time that Jay Woodward has been advised to not move forward without permission from the Urbanna Town Council on any issues.

Ms. Gailey announced the next work session is scheduled for March 8, 2018 and the next Town Council meeting will be on March 26, 2018. Mayor Hollberg set the date of, Saturday, March 24, 2018 at 9:00 am to discuss the town employee job descriptions.

With there being no further business, Mayor Hollberg moved to go into executive session for personnel matters, pursuant to Section 2.2-3711a(4), Privacy Protection. Council Member Barbara Hartley seconded. Ms. Gailey called the roll to which the following answered aye: Marjorie Austin, Larry Chowning, Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley and George DeVries.

Council Member Barbara Hartley made a motion to re-enter open session Council Member Boyd Wiley seconded. Ms. Gailey called the roll to which the following answered aye: Marjorie

Austin, Larry Chowning, Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley and George DeVries.

Upon returning to open session, Council Member Boyd Wiley moved to approve the following Certificate of Executive Meeting to which Mayor Hollberg seconded.

Whereas, the Urbanna Town Council has convened an Executive Session meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

Whereas, Section 2.1-344.1 of the Code of Virginia requires a certification by the Urbanna Town Council that such executive meeting was conducted in conformity with Virginia law;

Now, Therefore Be It Resolved that the Urbanna Town Council hereby certifies that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (i) only such public business matters as were identified in the motion convening the executive session were heard, discussed or considered by the Urbanna Town Council.

Ms. Gailey called the roll to which the following answered aye: Larry Chowning, Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley and George DeVries.

Being there was no further business, Council Member George DeVries made a motion to adjourn at 9:37pm. Council Member Marjorie Austin seconded. Ms. Gailey called the roll to which the following answered aye: Marjorie Austin, Larry Chowning, Diane Gravatt, Mayor Steve Hollberg, Barbara Hartley, Boyd Wiley and George DeVries.

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Clerk