

The Town Council of the Town of Urbanna held a work session on March 8, 2018 at 6:30 pm in Town Hall. Mayor Steve Hollberg welcomed everyone to the meeting. Council Members present were: Marjorie Austin, Larry Chowning, Diane Gravatt, Barbara Hartley (6:32 pm), Boyd Wiley and George DeVries. Also present were Holly Gailey – Town Administrator, Traci Wright – Town Clerk, Bob Henkel – Town Treasurer, three guests and one member of the press.

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

Council Member Diane Gravatt will have John England come to the next scheduled Town Council meeting on March 26, 2018 to present the Buy Boats master plan.

Council Member Larry Chowning updated the MITS project. The contractor installing this project is scheduled to start on Monday, March 12, 2018.

Council Member George DeVries reported the Planning Commission is working on a CIP to present to Town Council. Mayor Hollberg asked for a current draft 2018 CIP to be provided to Council.

Council Member Barbara Hartley gave a brief museum committee report.

Mayor Hollberg asked to add to the next Town Council meeting on March 26, 2018 a motion to support the MOM grant application in which Council Member Barbara Hartley is involved on behalf of the Town of Urbanna Museum and Visitor Center.

At this time, Holly Gailey gave an administrator report.

Ms. Gailey discussed the upcoming agenda for the next scheduled Town Council meeting on March 26, 2018.

Council Member Barbara Hartley asked to add Founders Day to the next scheduled Town Council meeting on March 26, 2018 to discuss the master plan.

Ms. Gailey is currently working on a draft FY18/19 budget and will set up a meeting with the finance committee by the end of next week.

Ms. Gailey stated the town bucket truck is currently not operational due to being non compliant with VML insurance.

Ms. Gailey discussed results of the towns AMI (Average Medium Income) provided by the Thrasher Group. The Town is currently in the high range which will affect how the town will qualify for grant funding.

Town Council Work Session, March 8, 2018

Mayor Hollberg asked staff to compose a draft resolution for adoption at the March 26, 2018 Town Council Meeting, to withdraw 9000.00 from the Taber Trust to disperse to the Urbanna Library.

Next, Council Member Boyd Wiley asked to have the Oyster Reef project be added to the next scheduled Town Council meeting on March 26, 2018 for discussion.

At this time, Council Member Larry Chowning asked town staff to find out if the 2018 town election will be “special” or “regular”.

Council Member Dianne Gravatt and Larry Chowning asked staff to invite Joe Heyman to the next scheduled Town Council meeting on March 26, 2018 for the Oyster Reef discussion. Also, at this time Council agreed it was a good idea for Ms. Gailey to issue letters to all surrounding property owners on Jameson Cove to attend the next scheduled Town Council meeting on March 26, 2018.

Next, Council Member Barbara Hartley asked for an update on progress of placement of signs at the “other end of town” and the Taber Park replacement sign. Ms. Gailey advised Mr. Bury is offering assistance on obtaining written permission from the property owner for the sign at the other end of town. Ms. Gailey stated signs will be installed in Taber Park by Spring.

Mayor Hollberg asked Ms. Gailey if she has contacted Will Smiley about available funds for the playground equipment. Ms. Gailey is to reach out to Mr. Smiley.

At this time Bob Henkel gave a financial report.

Mayor Hollberg introduced George Throckmorton, President of the UBA to discuss the 2018 Trolley map brochure and working with Council Member Marjorie Austin on obtaining sponsorships and advertising. There was also brief discussion as to where the Trolley should and should not travel. At this time, it was decided to remove the stop out of town located off of Burrell’s Marina Road.

Council Member George DeVries made a motion to which Council Member Diane Gravatt seconded that the Town Water Committee reorganize naming Larry Chowning, Boyd Wiley, Bill Smith and Holly Gailey as members and they meet and start working on town issues ASAP. After discussion Ms. Gailey called the roll to which the following answered aye: George DeVries, Diane Gravatt. Answering no: Barbara Hartley, Mayor Hollberg, Marjorie Austin, Larry Chowning and Boyd Wiley.

At this time a water committee meeting was established for, Monday, March 12, 2018 at 7:00 pm.

Council Member George DeVries discussed a specific property on Taylor Street and asked what can be done about the appearance. Also this property has several years of

delinquent Real Estate taxes. Mr. Bury advised Town Council to follow the same process as the County of Middlesex for collecting delinquent Real Estate taxes.

Mayor Hollberg discussed a specific property on Howard Street that had an active open fire and instructed town staff to send a letter stating there were not in compliant with Urbanna Town Code.

At this time, Council Member George DeVries asked the status of the request of ownership of sidewalks in the Town of Urbanna. It was decided at this time not to FIOA request the information but for Ms. Gailey to invite Ron Peaks to the next meeting to provide this information.

Mayor Hollberg discussed a fire hydrant on Obert Street that is currently obstructed by a fence placed by a homeowner and Mr. Bury is to issue a letter to correct this issue.

Council Member Marjorie Austin asked to add to the upcoming, March 26, 2018 meeting agenda discussion of funds being allocated in the budget to purchase the Boots located at the Town Marina.

Council Member Marjorie Austin made a motion to adjourn at 8:40 pm. At this time there was no second.

Mayor Hollberg initiated a conversation on the upcoming special called meeting scheduled for March 24, 2018 to which Council Member Marjorie Austin made a motion to cancel and reschedule at a later time, seconded by Mayor Hollberg. 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.

At this time, Council Member George DeVries seconded the motion to adjourn at 8:50 pm. 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