

The Regular Meeting of the Urbanna Town Council was held on April 25, 2019 in the Council Chambers at Town Hall at 7:00 pm. Mayor Gravatt opened the meeting with the Pledge of Allegiance. Ms. Gailey called the roll to which the following answered present: William "Bill" Smith, Dr. William "Bill" Goldsmith, Diane Gravatt, Barbara Hartley, Boyd Wiley and Dr. George DeVries. Larry Chowning arrived at 7:48 pm. Also present were Holly Gailey – Town Administrator & Clerk of Council, Traci Wright – Town Treasurer, Andy Bury – Town Attorney, one member of the press and nine guests.

Item IV on the agenda under public comment town resident William Mayo discussed concerns of giving away town tax payer money to support an art show that is being held outside of the Town. Town resident, Tyler Burgess extended thanks to the Town for the new website. Town resident, Sue Warner discussed concerns over the lack of color and maintenance in the bump outs on Virginia Street. Town resident Kristi Anzivino asked for an update on the Thrasher contract and the Town welcome sign. With no further comments from the public, Mayor Gravatt closed public comment.

Item V on the agenda, Madam Mayor turned the meeting over to Planning Commission Chairman, Dr. George DeVries for a public hearing on special use permit #2019-SUP-01. The application is to permit the Portside Grill to open and operate a restaurant located at the Mullins marina. Bob and Kathy Patton were introduced followed by opening the public hearing for any discussion. Town resident Kristi Anzivino welcomed the new owners to town. With no further comments the public hearing was closed. There was one question from Council Member William "Bill" Smith about micro-brew beer. It was stated micro-brew will be served but not brewed at the restaurant. Council Member Barbara Hartley made a motion to approve Special Use Permit #2019-SUP-01, seconded by Council Member William "Bill" Smith. Ms. Gailey called the roll to which the following answered aye: William "Bill" Smith, Dr. William "Bill" Goldsmith, Diane Gravatt, Barbara Hartley, Boyd Wiley and Dr. George DeVries.

With no changes to the agenda, Madam Mayor moved to item VII, adoption of the consent agenda. Council Member Dr. William "Bill" Goldsmith made a motion to approve the consent agenda as presented, seconded by Council Member Dr. George DeVries. Ms. Gailey called the roll to which the following answered aye: William "Bill" Smith, Dr. George DeVries and Dr. William "Bill" Goldsmith. Abstain: Boyd Wiley and Barbara Hartley.

Item VIII on the agenda was committee reports. Dr. William "Bill" Goldsmith gave a brief finance committee report. William "Bill" Smith gave a water committee report. Tyler Burgess gave a brief Economic Development committee report. Madam Mayor gave a brief museum and marina committee report.

Next, Town Administrator, Holly Gailey reported the town pool was uncovered about two weeks ago and staff is preparing for opening Memorial Day weekend. Applications for lifeguards are starting to come in at this time. Town staff installed a 7x7 storage shed at the pool for the covers and vacuum equipment.

Ms. Gailey reported a portion of the porch at the Town Museum & Visitor Center was removed by a contractor to see what the structure looked like underneath in order to recommend repairs and will be passed on to Town Council for decisions. Ms. Gailey reported the Museum will remain open on Saturdays at this time. Ms. Gailey also reported there will be a tree removal company coming to give an estimate on removing the tree in front of the Museum.

Ms. Gailey reported the town marina has been verbally rewarded the Boating Infrastructure Grant applied for last year. Ms. Gailey stated town staff is currently refreshing paint and thoroughly cleaning the facility for opening.

Ms. Gailey advised council she has engaged in conversation with VMRC about installing floating dinghy docks at the Town marina boat ramp and will be working on an application for permission. This process has to be reviewed by the Army Corp of Engineers and can take several months for process and approval. Ms. Gailey is to send the proposed dinghy dock layout at the boat ramp to Mr. Wiley.

Council Member Boyd Wiley asked that the active VMRC permit be checked and renewed for the Payne's Landing site.

Ms. Gailey will be presenting the proposed FY19/20 budget at the May 9, 2019 work session and plans on holding the public hearing at the May 23, 2019 town council meeting.

Ms. Gailey reported water meter reads were completed on April 22, 2019 and submitted to HRSD for billing on April 23, 2019. Ms. Gailey also stated she is working with the United States Census Bureau to extract only Urbanna town resident information for accurate MHI in order to qualify for grant opportunities.

Ms. Gailey reported that all sidewalks in town have been sprayed for weeds and the maintenance on the "Bump Out's" will begin soon. Payne's Landing has been added to the weekly grass mowing schedule. Town staff is currently looking into what it will cost to purchase brackets for power poles along Cross Street to hang banners like on Virginia Street. Council Member Dr. George DeVries asked when the Urbanna Beautification Committee meets and nominated himself to attend all the meetings on behalf of the Town Council and the Planning Commission.

Ms. Gailey also stated golf cart renewals and town business license renewals have been mailed out at this time.

Council Member Boyd Wiley asked who is going to sell advertising for the trolley. Madam Mayor and Council Member Larry Chowning will be selling the ads this year.

Next on the agenda, Town Treasurer, Traci Wright, gave the treasurers report. This has been attached as part of the minutes. Ms. Gailey added the bank franchise tax came in higher than anticipated.

With there being no old business, Madam Mayor moved into new business. First item of discussion was the Yard of the month contest that will be sponsored by Horn's Ace Hardware by providing a \$25.00 gift card to the winner each month. This will start in May and run through November.

Ms. Gailey discussed purchasing an ice machine for the Town Marina. This was tabled for later discussion.

With there being no further business, Council Member George DeVries moved to go into executive session pursuant to Section 2.2-3711(A)(1) and Section 2.2-3711(A)(4). Council Member Dr. William "Bill" Goldsmith seconded the motion. Ms. Gailey called the roll to which the following answered aye: William "Bill" Smith, Larry Chowning, Boyd Wiley, Barbara Hartley, Dr. George DeVries and Dr. William "Bill" Goldsmith.

Council Member Boyd Wiley made a motion to re-enter open session to which Council Member Barbara Hartley seconded. Ms. Gailey called the roll to which the following answered aye: William "Bill" Smith, Larry Chowning, Boyd Wiley, Barbara Hartley, Dr. George DeVries and Dr. William "Bill" Goldsmith.

Upon returning to open session, Council Member Dr. George DeVries moved to approve the following Certificate of Executive Meeting to which Council Member Barbara Hartley 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.

VOTE:

Aye: Mayor Diane Gravatt, William "Bill" Smith, Larry Chowning, Boyd Wiley, Barbara Hartley, Dr. George DeVries and Dr. William "Bill" Goldsmith.

At this time, Council Member Barbara Hartley made a motion to approve the presented contract from Harbor Dock and Dredge and give Town Administrator Holly Gailey permission to sign on behalf of the Town. Council Member Dr. George DeVries seconded. Ms. Gailey called the roll to which the following answered aye: William "Bill" Smith, Larry Chowning, Boyd Wiley, Barbara Hartley, Dr. George DeVries and Dr. William "Bill" Goldsmith.

With there being no further business, Council Member Barbara Hartley made a motion to adjourn at 9:27 pm seconded by Council Member William "Bill" Smith. Ms. Gailey called the roll to which the following answered aye: William "Bill" Smith, Larry Chowning, Boyd Wiley, Barbara Hartley, Dr. George DeVries and Dr. William "Bill" Goldsmith.

Clerk





## Treasurer's Report

|                                                               | Last Year  | Previous Month<br>as of 2/28/19 | Current Month<br>as of 3/31/19 | Today<br>as of 4/25/2019 |
|---------------------------------------------------------------|------------|---------------------------------|--------------------------------|--------------------------|
| Sona Bank General Operating Bank Account                      | 440029.36  | 404954.21                       | 368028.24                      | 389453.3                 |
| Renter Water Deposits                                         | -14,196.66 | -14,346.66                      | -14,571.66                     | -14571.66                |
| Net Operating General Bank Account                            | 425,832.70 | 390,607.55                      | 353,456.58                     | 374881.64                |
| BB&T Historic Trust                                           | 6,212.15   | 9,140.59                        | 9,419.53                       | 9454.53                  |
| BB&T Pool Replacement Account                                 | 36,749.08  | 36,752.45                       | 36,752.73                      | 36,752.73                |
| Sona Bank Water Fund Reserve                                  | 121,436.57 | 141,417.29                      | 160,491.77                     | 160,491.77               |
| Sona Bank General Fund Reserve                                | 88,842.54  | 89,045.60                       | 89,063.29                      | 89,063.29                |
| Meals Tax Monthly                                             |            | 5,638.75                        | 4,549.72                       | 5881.84                  |
| Meals Tax Year To Date                                        | 67,885.75  |                                 |                                |                          |
| Real Estate Outstanding Collections (5 accounts-5 properties) |            | 5947.89                         | 2788.84                        | 2242.87                  |
| Personal Property Outstanding Collections (28 accounts)       |            | 2321.34                         | 2187.18                        | 2157.01                  |
| Oyster Festival Meals Tax None outstanding                    | 11124.19   | 8706.07                         | 9491.07                        |                          |