

The Regular Meeting of the Urbanna Town Council was held on June 27, 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: Diane Gravatt, William Goldsmith, Bill Smith, Barbara Hartley, Boyd Wiley, Larry Chowning and George Devries. Also present were Holly Gailey – Town Administrator and 27 guests.

The first item on the agenda was public comment. There were several individuals that signed up for public comment. The first public commenter was Michael Sheffield. He expressed concerns about the marina commercial use policy that had been presented to him and offered suggestions to improve the policy. He also stated that there a reference to a document in the agreement and yet the other document was not submitted to him. He asked council to consider a proposed marina operations policy for both recreational and commercial use to be adopted as a single document, simple use for everybody.

The next public comment was from Kristi Anzivino. She presented questions to the town council. Her document has been attached to the minutes.

Betsy Bristow stated how much events mean to the businesses, trying to have something every month, over the years. She expressed how important the events are to the local businesses and how important the towns support is for these events and for future events.

Kerry Robusto expressed her concerns for the future of the Urbanna Farmer's Market. She stated that the market was in its 14th year and were hoping to get some type of assistance to help fund the future of the farmers market. Unless we get some more help, this will likely be the last year. She continued by saying the market does generate money for the UBA and brings in visitors.

Dr. Paul Malone addressed council and presented town council members with a book of poetry. He also provided a copy to as many in the audience as possible. He offered a handout that will be attached to the minutes.

The next public comment came from Joe Heyman. He thanked the council for being public servants. He stated that the budget was written well and transparent, showing what will and will not be funded. Mr. Heyman, representing the Oyster Festival wanted to point out some key pieces of the 2020 master plan for the festival, specifically the marina and concerns over slip requirements for the festival. He stated that the one weekend alone brought in one-third of the overall revenue for the marina. He also stated that the marina is for tourism and the town should remember to embrace that and find ways to say yes and we will when it comes to generating tourism.

Seeing there were no other public comments, Mayor Gravatt closed the public comment session.

The next item on the agenda was the approval of the consent agenda which included minutes from April and May meetings. Barbara Hartley stated that she had corrections that needed to be made. Those changes have been recorded and have been corrected in the minutes. Bill Smith made a motion to approve with the changes and Bill Goldsmith seconded the motion. Ms. Gailey called the roll to which the following answered aye: Smith, Goldsmith, Hartley, Wiley, Chowning and DeVries.

Under administrative comments, Ms. Gailey updated council on the dredge at the town marina. She also stated that the town has engaged with the Middle Peninsula Planning District Commission (PDC)

as directed by council to review the Comprehensive Plan, specifically the Chesapeake Bay Act. Ms. Gailey stated that the Edmonds contract has been signed and staff will be working with the team to convert the accounting software system. She also informed council that an application for a Litter Prevention Grant has been submitted and that this has allowed the town to purchase recycle bins to encourage residents to recycle. She also noted that the funds are also spent on the black trash cans liners and to supplement the doggie waste stations throughout town. Ms. Gailey also noted that local meals tax exceeded the budgeted amount by \$6000.

Under old business, Mrs. Hartley stated that the minutes for the June 13, 2019 were not included in the packet. Mrs. Hartley expressed her concerns about how the town came to be in a contract with Net Interop Inc. and she wants to have an answer to that question. Mrs. Hartley stated that there is no reference in the minutes that this was ever discussed by the group and also that there was no evidence that an RFP (request for proposal) was put out for the services. She stated that the contract was signed on January 28, 2019 and that she believed that the administrator did not do so without some nudging from someone. Mrs. Hartley stated that this should be discussed in the public and be transparent. She noted that council members are public servants and should be made aware of this type of action and it should be vetted properly. Hartley demanded that this be discussed. Mayor Gravatt and Boyd Wiley stated that they didn't feel that this needed to be discussed in an open session which Hartley responded by saying that there should be no reason to not provide an answer to her questions. In response to Mrs. Hartley's earlier question, Ms. Gailey responded by stating that June minutes are not included until the July packet and they were not intentionally left out of the packet.

Mrs. Hartley continued under old business to inquire why the town museum continues to still be open only on Saturdays, noting that if it is safe enough to be open one day a week, it was safe enough for every other day of the week. There was no response to her inquiry. Mrs. Hartley also asked where the town stands on the purchase of an ice machine for the marina. She stated that Ms. Gailey presented the council with a possible solution and then the conversation stopped. She requested an update on the purchase of an ice machine. Ms. Gailey responded by saying that the ice machine is currently working at the marina but that she has not given up on moving forward with the purchase of a machine that would generate revenue for the marina. Ms. Gailey noted that she would continue to research other companies that might have something in the town's price range that would be beneficial to the marina and its patrons.

Next on the amended agenda was Karen Lowe, representing the Beautification Committee (UBI). She stated that all the people seated behind her were volunteers and work hard and care about this community. She referenced Council Member Hartley's comments about receiving answers to specific concerns and that she agrees because she feels that she also has questions that seem to go unanswered. Mrs. Lowe expressed concerns about what the town's role is for Christmas Decorating and then the removal of the decorations. She asked council if they were aware that the UBI was required to pay to have them removed at the request of Mayor Gravatt. She stated that Mayor Gravatt expressed to the committee that the town did not want to use the current decorations that the town has because they were old and tattered and that no one liked them. She asked if town council members were aware of this decision. She stated that the committee is "not feeling the love". Mrs. Lowe asked if the council is prepared to do all the things that this committee has done in the past. Mrs. Lowe stated that they were there to purchase decorations and install the decorations. What she needed to know was the town going to proceed with this or if they should move forward with their plans for Christmas. She wanted to know if Mayor Gravatt made these decisions without the town council knowledge. Mayor Gravatt stated that she did not make any decisions and ask that the UBI

present a plan for approval. Mr. Chowning requested that a plan be put in place so that town council can review and approve.

The next item on the agenda was New Business and the adoption of the FY 19-20 Budget. Mr. Chowning noted for the record that this is the last budget he will vote for that does not include an increase in water rates. The budget documents have been attached to the minutes.

Under announcements, Mayor Gravatt noted that the residence of Joanne Moore was selected as the "Yard of the Month" and that she had received a donated gift card from Ace Hardware. Mayor Gravatt also stated in response to previous comments made by Karen Lowe earlier in the meeting that the decision was not hers. She stated that she has reminded council several times that there is no money allocated for Christmas decorations. She stated that the UBI requested \$4000.00 for advertising not decorations. She also noted that at the time that the town split the cost for the removal of the decorations, the town was without a bucket truck and had no way to remove them. Mayor Gravatt also presented council with the likelihood that currently with a staff of one that she felt that the town could not commit to installing the decorations. It was noted by Hartley that it would be difficult to continue this conversation without the UBI present (Mrs. Lowe exited the meeting prior to this conversation). Mayor Gravatt stated that she had requested the UBI submit a plan for town council to review. Ms. Gailey noted using a Bright Report that in 2017, the town paid \$3023.38 for the installation of decorations. In October of 2018, the town council voted to give the UBI \$4000.00 for Christmas activities and subsequently a check was written. Mrs. Hartley asked that a special meeting be called to discuss this with the UBI.

At this time, 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 "Bill" Goldsmith seconded the motion. Ms. Gailey called the roll to which the following answered aye: DeVries, Goldsmith, Hartley, Smith, Chowning and Wiley.

Council Member George DeVries 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: DeVries, Hartley, Smith, Chowning, Wiley and 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 Gravatt, Bill Smith, Larry Chowning, Boyd Wiley, Barbara Hartley, George DeVries and Bill Goldsmith.

At this time, there was a motion put on the table from Larry Chowning for allocating the \$9000 that was to go to the Rescue Squad from the Taber Fund be re-allocated to the Central Middlesex Volunteer Fire Department for the specific use of renovating the space at the firehouse that will be utilized by the rescue squad. Bill Smith seconded the motion. During the roll call vote, the following answered aye: Chowning, Smith, Goldsmith, Hartley, DeVries and Wiley.

With there being no further business, Hartley made a motion to adjourn at 9:29 pm to which George Devries seconded. Ms. Gailey called the roll to which the following answered aye: George Devries, Barbara Hartley, Bill Smith, Larry Chowning, Boyd Wiley, and William Goldsmith.

Clerk