

The Urbanna Town Council held its scheduled meeting on September 26, 2019 at 7:00p.m. in the Council Chambers of Town Hall. Mayor Gravatt called the meeting to order and led the Pledge of Allegiance. Members present and answering aye to the roll call were: Mayor Gravatt, Bill Goldsmith, Bill Smith, Larry Chowning, Barbara Hartley, Boyd Wiley and George DeVries. Also present were Holly Gailey-Town Administrator, Michele Hutton-Town Treasurer and Town Attorney, Andrew Bury. Also in attendance were 15 guests and one member of the press.

The first item of business was public comment. Town resident Billy Mayo asked why is it so hard to get streets repaired after water leaks. He feels like it should be completed right after a repair is made.

Dr. Paul Malone stated that he had completed his first presentation of the Dementia Friendly America the Gloucester Retired Educators Association. He stated that Lancaster, Matthews, Gloucester and Middlesex are interested in being involved. He added it would be beneficial if a representative from the governing body would serve as a representative for Urbanna.

Business Owner, Daryl Sears presented questions about governing the golf carts within the town as he inspects most of the gold carts in this community. He stated that there have been instances when he has noted on the inspection sheet that the cart cannot be used at night because no lights are installed on some golf carts and yet these individuals continue to drive them at night with no lights or use a flashlight to safely navigate. Secondly, Mr. Sears noted that there is limited parking for handicapped individuals throughout the town and asked that this be reviewed for recommended spaces to be reserved for the handicap.

Moving on, the Mayor asked for a motion to approve the consent agenda. Bill Smith made a motion to approve the consent agenda. Bill Goldsmith seconded the motion. Ms. Gailey called the roll to which the following responded aye: Smith, Goldsmith, Chowning, Wiley and DeVries. Barbara Hartley abstained from the vote.

Under old business, Ms. Gailey recommended to the town council that a formal vote be made to not approve the Atlantic Broadband Franchise Agreement as presented to allow a period of time to re-negotiate the terms of the agreement. Barbara Hartley made a motion to re-negotiate the terms of the franchise agreement with Atlantic Broadband. The motion was seconded by Larry Chowning. Ms. Gailey called the roll to which the following responded aye: Hartley, Chowning, Wiley, Smith, DeVries and Goldsmith.

The next item on the agenda was establishing the date for Urbanna Halloween festivities. After a brief discussion on the complications of the festival set up occurring on the same date, the recommendation was to move Trick or Treat to Wednesday After a recommendation from the county sheriff's office to insure public safety Boyd Wiley made the motion to move the town's Halloween to Wednesday, October 30, 2019. This motion was seconded by Bill Smith. Ms. Gailey called the roll to which the following

responded aye: Wiley, Smith, Chowning, Hartley and Goldsmith. George DeVries voted no.

Moving forward, there was a brief discussion on the town property at the base of Virginia Street. Ms. Gailey stated that the permit was set to expire in October 2019 and that an extension had been requested and a decision had not been received. Ms. Gailey noted that a plan needs to be reviewed and agreed upon by the governing body before moving forward. Ms. Gailey explained that the permit is one part of the equation by stating that there are other items for consideration such as engineering. Mayor Gravatt noted that this project was not funded in the Capital Improvement Plan and wanted to clarify that no action has been put in place to proceed at this time. Larry Chowning stated that he would not vote to move forward with any project at the water front until the boat ramp issues had been addressed.

Ms. Gailey gave a brief update on the progression of the WIFI set up at the town marina. She noted that half of the marina was completed by Net Interop and that a new component was ordered to complete the WIFI system. She also added that this was utilizing the equipment on hand and not the purchase of all new components. Ms. Gailey also added a brief update on the accounting software conversion by stating that the new server should be delivered within a week and the conversion services would begin as soon as it was installed.

Ms. Gailey presented a 24 hour ice machine concept to council and explained how the system works. There was a brief discussion about the concept and Ms. Gailey will gather more information on this particular machine to present at a later meeting date. At this time, there was a question about separating water billing from HRSD once the new software is installed. It was noted that research is being completed in reference to the separation of billing from HRSD.

Ms. Gailey explained in greater detail what is involved with the 24 hour ice machine that was previously discussed at the work session. She noted that more discussion with the company is warranted before she would make a recommendation to council for moving forward with the purchase.

Mayor Gravatt offered an update on the new town sign by saying the installation would begin on Friday, September 27, 2019. Ms. Gailey noted that the cost request for having a treatment put on the back of the sign stating "Thank you for visiting Urbanna" had not yet been addressed by the sign company.

At this time Mayor Gravatt asked Ms. Gailey to update the well maintenance. She noted that maintenance was going well and was on schedule. She also noted that during this exercise, the town became aware of companies that have satellites on top of the water tower. Ms. Gailey stated that this is a revenue stream that the town has missed and that staff will research through earlier years of minutes to determine when these were installed on the tower.

Under new business, Mayor Gravatt introduced a concept called “Blue Water Trail”. This is a concept to utilize the land at the base of Virginia Street as a trailhead for a historical trail that would go around Urbanna Creek with historical markers. This intention is for kayaks, canoes and smaller watercraft. She noted that this is just a concept at this point but wanted to introduce to the governing body.

The next item on the agenda was a presentation by Water Committee Chairman, Bill Smith. A copy of the proposed rate increase and fee schedule is attached as part of the minutes as well as documentation presented. There was a brief open discussion about the proposed water rates and the structure of the towns billing procedures for part-time residents. At this time, Ms. Gailey asked council to establish a public hearing for October 24, 2019 to allow the public to weigh in on the proposed increases to the water rates. Barbara Hartley moved to establish the public hearing. This was seconded by Goldsmith. Ms. Gailey called the roll to which the following responded aye: Hartley, Goldsmith, Chowing, Smith, DeVries and Wiley.

With there being no further business, George DeVries moved to go into executive session pursuant to Sections 2.2-3711(A)(4), Privacy Protection, Section 2.2-3711(A)(29), Awarding Contract and Section 2.2-3711(A)(1) Personnel Matters. Bill Goldsmith seconded the motion. Ms. Gailey called the roll to which the following answered aye: DeVries, Hartley, Chowning, Smith, Wiley and Goldsmith.

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

Upon returning to open session, DeVries moved to approve the following Certificate of Executive Meeting to which Goldsmith 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:

Ayes: George DeVries, Barbara Hartley, Larry Chowning, Bill Smith, Boyd Wiley and Bill Goldsmith.

At this time, Bill Smith made a motion to authorize Holly Gailey to sign a contract with AH Environmental once the attorney and Smith have reviewed the final pages of the contract and have a finalized agreed upon terms. This was seconded by Goldsmith. Ms. Gailey called the roll to which the following responded aye: Smith, Goldsmith, Wiley, Chowning, Hartley, and DeVries.

With there being no further business, Hartley made a motion to adjourn. This was seconded by DeVries. Ms. Gailey called the roll to which the following answered aye: Hartley, DeVries, Smith, Goldsmith, Wiley and Chowning. The meeting was adjourned at 9:31PM.

---

Clerk