

The Town Council of Urbanna held a scheduled work session on July 9, 2020 by virtual means using the Go To Meeting platform. Mayor Gravatt opened the meeting. Ms. Gailey called the roll and those present were Mayor Gravatt, Bill Smith, Bill Goldsmith, Larry Chowning, Barbara Hartley and Boyd Wiley. George DeVries was not present and not on the call. Also attending was Holly Gailey-Town Administrator, John Gill- Zoning Administrator and Andrew Bury-Town Attorney.

There were no public comments.

The first item on the agenda was committee reports. Bill Smith opened with the Water Committee report. He noted the sequencing for the flushing was in process and that the equipment needed to complete the flushing was being researched. He noted the progress with HRSD and cost considerations and stated no reply had been received as of this meeting. Smith stated that John Gill was expecting an email today concerning the timeline of completion on the Asset Management Plan. He noted that there were 3 responses to the RFP for Professional Services: Kimley-Horn, Bowman and AH Environmental. The water committee will be reviewing the entries and having informal interviews with each potential group. He stated there would be more information moving forward. Bill Smith said that he was expecting a timeline on the flushing sequences soon.

Bill Goldsmith gave a finance report. He stated that the water usage was not as depressed as we budgeted and may produce more than intended, which is good news. He noted there has been an increase in residential usage as people are working from home and some are spending more time at their 2nd home. Ms. Gailey noted the usage was residential mostly as the consumption was down from the campground a significant amount.

Bill Smith asked Ms. Gailey about the percentage of delinquencies and if that had increased. Ms. Gailey noted that there had been an increase and that the Governor's Order included a statement on utilities and the ceasing of interruptions in service due to non-payment or delinquency. There was a brief discussion among council with Ms. Gailey about the town delinquency list. For clarification, Bill Goldsmith noted that this was Water Fund money and not General Fund money. Larry Chowning stated that Goldsmith was right but if we had to, we could take money from the water fund. It was noted by Boyd Wiley that in the past (post 10 years); money was used from the water fund to supplement the general fund when it was short funding. Larry Chowning clarified his statement by saying that no one knows how this pandemic is going to play out and that if meals tax was down \$100,000.00, for example, that the town might need to look at the water fund for assistance. Bill Smith stated it would be proper for the water fund to give a loan to the general fund. There was an agreeance with the statement. Ms. Gailey expressed the importance of thinking of the water system as an asset and the need to maintain that asset.

At this time, Mayor Gravatt discussed the proposed ordinance for Middlesex County that was presented to her by Pete Mansfield (Saluda District Board of Supervisors) in reference to the firing of guns in the proximately of Urbanna Creek and Red Hill. Bill Smith stated that he felt this was a county issue and not a town issue and did not feel that the town council should have a standing on the issue at all. He also noted that if someone, as an individual and not a council member, wanted to show support for the ordinance that would be different. Barbara Hartley noted that was her stance as well.

Mayor Gravatt asked for an update on the missing street signs. Ms. Gailey noted that the signs had been ordered and the turn around was 7-10 days. She said within 2 weeks, she hoped to have the signs up in the areas that have been missing. Boyd Wiley asked how much the signs cost and Ms. Gailey stated \$78.

The next item for discussion was virtual meetings verses in person meetings. Mayor Gravatt asked for council discussion. After a brief discussion, it was determined that the upcoming council meeting will be virtual and then the issue will be discussed again at that meeting staying within the guidelines of the governor's orders.

At this time, Mayor Gravatt asked for an update on the CAPS program. Ms. Gailey noted that the town elected to leave the CARES money with Middlesex County and a portion of the funds have been set aside for COVID-19 relief for businesses in Middlesex County and in the Town of Urbanna. This program is being administered through the MPPDC. Ms. Gailey stated for the record that more information could be found on the county's website at co.middlesex.virginia.us and also the Facebook page for the Middle Peninsula Planning District Commission (MPPDC). She also noted that Michelle Brown, Middlesex County Economic Development Director, would be working closely with local businesses and assisting in the use of CARES money. Bill Smith asked if the town was eligible for any of the CARES money. Ms. Gailey noted that the town would have to apply and meet the same criteria to qualify.

Under announcements, Mayor Gravatt read a thank you note from the Middlesex Volunteer Fire Department, thanking the town for the contribution. Mayor Gravatt announced that recycling had restarted with restrictions and Ms. Gailey noted the changes. Ms. Gailey noted that this information was also available on the town website, flyers at the Urbanna Post Office, Urbanna Market and Bristow's. Ms. Gailey noted that the restrictions on plastics were strict and that if a resident had co-mingled plastics that were not on the list, the entire bin would be left curbside. She stated that those items then become trash and not recyclables. Ms. Gailey said getting the information out in as many public places as possible and detailed on the website was important to help keep the frustrations lower while waiting on the market for plastics to open back up. On a separate note, Ms. Gailey stated the town had just received a shipment of recycle bins and this was made possible through a litter grant funded by DEQ.

Larry Chowning stated that he had been contacted by David Layman, Middlesex County Emergency Services Coordinator, and asked when the town planned to disbursement of

the contribution to the rescue squad. Ms. Gailey noted that the town could present that at any time. Mayor Gravatt asked if they needed the funding at a particular time and Larry said he didn't believe so. It was determined that the contribution would be sent out by late November 2020.

Seeing there was no further discussion, Barbara Hartley made a motion to adjourn. Boyd Wiley seconded the motion to adjourn. Answering aye to a roll call vote was Hartley, Wiley, Goldsmith, Chowning and Smith. The meeting adjourned at 10:43 a.m.