

**Town of Urbanna  
Town Council  
Monthly Meeting  
Minutes  
March 25, 2021  
Meeting Held via Zoom**

**CALL TO ORDER & ROLL CALL**

Mayor Hartley called the meeting to order

**Present**

*Mayor Barbara Hartley*

Councilmembers

Steve Hollberg

Bill Smith

Larry Chowning

Merri Hanson

Bill Goldsmith

Marjorie Austin

Garth Wheeler-Town Administrator

Roy Kime-Zoning Administrator

Andy Bury-Town attorney

Multiple guests

**REPORTS**

**Town Administrator**

No report given

**Treasurer's Report**

Presented at March 11, 2021 meeting

Future CARES Act funding discussed

**Water Committee**

No report given

**PUBLIC COMMENT**

Councilmember Hollberg expressed his thanks to Council for expression of condolences for his mother's recent passing

## **PUBLIC COMMENT RESPONSE**

There was no public comment response

## **OLD BUSINESS**

Councilmember Hollberg requested update on auditor

Mr. Wheeler reported he had reached out to two companies and would follow-up

## **NEW BUSINESS**

### **Middle Peninsula Planning District Commission (MPPDC) Appointments**

Councilmember Austin was recommended to serve on the MPPDC

Councilmember Austin accepted

### **Chesapeake Bay Public Access (CBPAA) Appointments**

Garth Wheeler was recommended to serve on the CBPAA with Councilmember Chowning to continue serving as alternate

Mr. Wheeler and Councilmember Chowning accepted

***Councilmember Hollberg made a motion to appoint Councilmember Marjorie Austin to the MPPDC and to appoint Garth Wheeler to the CBPAA, with Councilmember Larry Chowning serving as alternate.***

***Councilmember Goldsmith seconded***

***Chowning, Smith, Austin, Hanson, Goldsmith, Hollberg voted yes***

***The motion passed 6-0***

### **Renewal Application for 2021 Town Business License**

Garth Wheeler requested a change to the Town Business License form to allow for maximum charge to be applied to businesses that fail to complete form with their total gross business receipts

***Councilmember Austin made a motion to allow the Town Treasurer to amend the Town Business License form to add wording that failure to provide total gross receipts will result in a charge of the maximum amount.***

***Councilmember Smith seconded***

***Chowning, Smith, Austin, Hanson, Goldsmith, Hollberg voted yes***

***The motion passed 6-0***

## **ANNOUNCEMENTS**

- Councilmember Chowning announced if you are a citizen who is eligible for tax relief for the elderly or disabled for Middlesex County, you are also eligible for Urbanna as well. Deadline is April 1.
- Councilmember Chowning reminded Council, by law roll call must be called again when a virtual meeting gets to two hours in length.

- Councilmember Chowning asked Mr. Wheeler if CARES Act money was for water and sewer or water only.
  - Garth Wheeler and Roy Kime answered that it was for the HRSD bill, which would be both water and sewer.

***Councilmember Hollberg motioned to adjourn***

***Councilmember Austin seconded***

***Chowning, Smith, Austin, Hanson, Goldsmith, Hollberg voted yes***

***The motion passed 6-0***

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