

**Town of Urbanna
Town Council
Monthly Meeting
Council Chambers-45 Cross St
August 26, 2021**

CALL TO ORDER & ROLL CALL

Mayor Hartley called the meeting to order at 7:01pm

Present

Mayor Barbara Hartley
Council Members
 Marjorie Austin
 Larry Chowning
 Bill Goldsmith
 Merri Hanson
 Steve Hollberg (arrived at 7:02pm)
 Bill Smith
Garth Wheeler-Town Administrator
Roy Kime-Zoning Administrator
Martha Rodenburg-Town Clerk
Andrea Erard-Town Attorney
Members of the public

All present said the Pledge of Allegiance

Garth Wheeler made a statement regarding meeting recordation and persons wishing to speak before council.

Mayor Hartley proposed two additions to the agenda:

- A presentation of a check to the Middlesex Fire Department
- Executive Session to be entered into after the Public Comment Response
- A voice vote was taken and all voted yes

A check was presented to the Middlesex Fire Department Chief Ray Burch in the amount of \$15,000

MINUTES

Councilmember Austin made a motion to approve the minutes of the August 12, 2021 Special Meeting.

**Councilmember Smith seconded
Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes.
Motion passed 7-0**

Councilmember Austin made a motion to approve the minutes of the August 12, 2021 Work Session.

Councilmember Smith seconded
Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes.
Motion passed 7-0

REPORTS

Town Administrator

- Water issues/well repair
- FOIA Training
- Charter Amendment/Code Book Management-Municode
- DMV Select Program

Treasurers Report

Garth Wheeler there was no change to the Treasurer's report as presented at the August 12, 2021 work session.

Finance Committee

There was no finance committee report given

Water Committee

Councilmember Smith reported on the following

- USDA application
- Professional Engineering report from Kimley-Horn

Planning Commission

Councilmember Hanson presented the report from the August

Pool Committee

Garth Wheeler reported the committee continues to move forward and the Town Attorney is reviewing documentation.

OLD BUSINESS

There was no old business

NEW BUSINESS

Council & Staff Retreat

Councilmember Hollberg moved to allow Garth Wheeler to plan and educational retreat for council and staff.

Councilmember Austin seconded

Discussion took place regarding cost and a current line item in budget for training purposes

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes.

Motion passed 7-0

Electronic Participation in Meetings Policy

Councilmember Austin made a motion to accept the electronic participation-meetings policy as presented (attached)

Councilmember Goldsmith seconded

The implementation of the policy was discussed

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes.

Motion passed 7-0

FOIA Officer

Councilmember Austin made a motion to accept Martha Rodenburg [Town Clerk] as Freedom of Information Act (FOIA) officer for the Town of Urbanna.

Councilmember Goldsmith seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes.

Motion passed 7-0

PUBLIC COMMENT & PUBLIC COMMENT RESPONSE

- Dan Snead spoke regarding Virginia St. dock/pier, infrastructure needs, fire hydrant/safety concerns
- Phil Friday spoke regarding dinghy dock, Virginia St. dock/pier
- Sandra Sturgill spoke regarding Virginia St. dock/pier
- Beth Justice spoke regarding Virginia St. dock/pier, fire hydrant/safety concerns
- Alana Courtney spoke regarding Virginia St. dock/pier
- Geanie Longest spoke regarding replacement of the town pool
- Bill Hight spoke regarding replacement of town pool, Virginia St. dock/pier, fire hydrant/safety concerns

- Councilmember Hanson thanked all for their input regarding the Virginia St. dock/pier, plans regarding the property continue to be explored.

- Mayor Hartley stated the Virginia St. dock/pier issue was not on agenda, and action regarding the project would not take place.

- Councilmember Hollberg spoke regarding town financial health and financing sources for marina/waterfront projects, including the BIG grant. Financing sources to repair culvert. Virginia St. dock/pier permit.

- Councilmember Goldsmith spoke regarding citizen opposition to Virginia St. dock/pier. BIG grant funds for marina, not Virginia St. dock/pier.

- Councilmember Chowning asked Councilmember Smith to speak regarding fire hydrant issues.

- Councilmember Smith spoke regarding waterline infrastructure affecting fire hydrants and continuing efforts to upgrade. Various grants are being explored for infrastructure and wells.

- Councilmember Goldsmith spoke regarding funding for water infrastructure improvements coming from the water fund and not the general fund.

- Councilmember Hollberg spoke to the complexity of the work being done by Councilmember Smith regarding funding for water infrastructure improvements.

ANNOUNCEMENTS

There were no announcements

EXECUTIVE SESSION

Councilmember Hollberg moved to go into closed meeting pursuant to Virginia Code section 2.2-3711(A)(3) for the discussion or consideration of the acquisition of real property for a public purpose, and the disposition of publicly held real property, because discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body-new well.

Councilmember Goldsmith seconded

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Motion passed 7-0

Andrea Erard, Town Attorney, read the certification of executive session:

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 (ii) 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.

Councilmember Goldsmith moved

Councilmember Austin seconded

Austin, Chowning, Goldsmith, Hanson, Smith, and Hartley responded yes to certify

The council re-entered open session

OPEN SESSION

New Business (item not on agenda)

Councilmember Chowning made a motion [for council] to write a letter to the Coast Guard asking them to keep Millford Haven station open year-round

Councilmember Smith seconded

Mayor Hartley asked to add to the motion to follow language used in letters by [other localities] Further discussion took place regarding the importance of Coast Guard in past fire emergencies in Urbanna, safety of waterman during off-season.

Austin, Chowning, Goldsmith, Hanson, Hollberg, Smith, and Hartley voted yes

Motion passed 7-0

ADJOURN

Councilmember Austin made a motion to adjourn

Councilmember Goldsmith seconded

Austin, Chowning, Goldsmith, Hanson, Smith, and Hartley voted yes.

Motion passed 6-0

Meeting adjourned at 8:35pm

Submitted by:



Martha J. Rodenburg

Town Clerk

Approved by Town Council 09/23/2021