

**Town of Urbanna
Town Council
Work Session
Council Chambers-390 Virginia St. Suite B
May 12, 2022**

CALL TO ORDER & ROLL CALL

Mayor Hartley called the meeting to order at 7:02pm

Present

Present

Mayor Barbara Hartley

Council Members

Larry Chowning

Bill Goldsmith

Steve Hollberg

Bill Smith

Merri Hanson-via Zoom

Garth Wheeler-Town Administrator

Roy Kime-Zoning Administrator

Martha Rodenburg-Town Clerk

Michele Hutton-Town Treasurer

Andrea Erard-Town Attorney

Members of the public

Absent

Councilmember Austin

Councilmember Hanson requested to participate electronically from her home in Urbanna, VA due to health reasons

Councilmember Goldsmith moved to allow Councilmember Hanson to participate electronically

Councilmember Hollberg seconded

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

Motion passed 5-0

All present said the Pledge of Allegiance

APPROVAL OF AGENDA

Councilmember Smith moved to amend the agenda to remove item 7c-Boundary line adjustment update

Councilmember Hollberg seconded

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

Motion passed 5-0

Councilmember Hollberg moved to approve the agenda

Councilmember Goldsmith seconded

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

Motion passed 6-0

PUBLIC COMMENT & PUBLIC COMMENT RESPONSE

William Mayo spoke requesting the Town take action in getting a 4-way stop installed at the intersection of Virginia Street and Cross Street

Discussion took place about steps that could be taken

Councilmember Hollberg made a motion to have Garth follow-up with the county and sheriff's department and target or craft a resolution that he would see fit to solve the problem, or at least take its first step of the four-way stop at Virginia and Cross Street.

Councilmember Goldsmith seconded

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

Motion passed 6-0

MATTERS OF TOWN COUNCIL

Administrator's Report

Garth Wheeler reported

- Memorial Day Service to be held May 30th at 11am-Town Marina
- First "Second Saturday" scheduled to take place May 14th
 - Music, brewery, food truck, vendors scheduled
 - Mr. Wheeler thanked all the volunteers and Oyster Festival Foundation for their assistance with Second Saturdays, and Councilmember Marjorie Austin for her work in spearheading the event
- Farmer's Market
 - 9am-1pm Second Saturday of the month
 - Will be held in Town Green between post office and ABC store
- Town Clerk, Martha Rodenburg has been named to serve on the Education & Development Committee of the Virginia Municipal Clerks Association (VMCA)

Planning Commission Report

Councilmember Hanson reported Susan Armentrout was in the process of capturing work done at the "Idea Incubator"

- Positive feedback
- Full report at next Council meeting

Preliminary budget FY 2022-2023

Councilmember Goldsmith presented a summary of the preliminary budget with comments to include

- Adjusted for increase revenue associated with the real estate tax
- Rate dropping but assessments increasing
- \$27,000 additional from last year
- Many items remain the same
- Unsure of Something Different closure effect on meals tax
- Staff salary adjustments

Councilmember Chowning expressed concerns regarding the increased amount of real estate taxes residents will be paying when some services have decreased

- Wants proposed tax rate lowered from \$0.21 to \$0.20
- Council action assigning cigarette tax to museum should have been studied further before being voting on to be allocated to museum

Councilmembers and staff continued discussion of how the Finance Committee had come to the preliminary numbers, and they are continuing to work on a final budget.

BIG Grant-Marina Improvements

Garth Wheeler reported the waterfront committee met with Preston Smith, Boating Infrastructure Grant Administrator.

- Recommendation of staff, tentatively approved by BIG
 - Replace north standing pier with a floating pier
 - Keep same number of slips
 - Replace finger piers with 8'x40' floating piers
 - Adjust the pier pointing north at a slight angle to increase space for beach usage
 - Eliminate ramp at flag pole leading to north end of pier
- Will improve accessibility and safety
- Looking into applying to additional BIG grant funding

Mayor commented Town is aware of needed improvements and looking at doing them incrementally due to high cost

Councilmember Hollberg commented they were also looking for a solution to improve small boat and kayak access

Councilmember Hollberg inquired as to whether or not a, previously approved, temporary line of credit, in the amount of \$130,000 had been applied for.

Staff responded that it had not

ACTION ITEMS

Middle Peninsula Planning District Commission-All Hazards Mitigation Plan

Federally mandated plan to assist with pre- and post-disaster mitigation funding

Councilmember Smith made a motion to approve the Middle Peninsula Planning District Commission All-Hazards Mitigation Plan as presented

Councilmember Hollberg seconded

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

Motion passed 6-0

Planning Commission appointment

Councilmember Hollberg made a motion to accept Alana Courtney's resignation from the Planning Commission

Councilmember Goldsmith seconded

Councilmember Chowning expressed thanks to Ms. Courtney for her 16 years of service to the Town

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

Motion passed 6-0

Councilmember Hollberg made a motion to approve the appointment of Carol Williams to the Planning Commission to fill the current vacancy. This appointment will take effect immediately, and the term will expire December 31, 2023.

Councilmember Smith seconded

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

Motion passed 6-0

ADJOURN

Councilmember Hollberg made a motion to adjourn

Councilmember Smith seconded

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

Motion passed 6-0

Meeting adjourned at 7:44pm

Submitted by:



Martha J. Rodenburg

Town Clerk

Approved by Town Council 5/26/2022