

**Town of Urbanna
Town Council
Work Session
Council Chambers-390 Virginia St. Suite B
January 12, 2023**

CALL TO ORDER & ROLL CALL

Former Mayor Barbara Hartley did a ceremonial “passing of the gavel” to Mayor Bill Goldsmith, wishing him the best of luck.

Mayor Goldsmith called the meeting to order at 7:00pm

Mayor Goldsmith presented former Members of Council Steve Hollberg and Bill Smith, and Ms. Hartley with Distinguished Service awards and thanked them for their service to the Town of Urbanna.

Present

Members of Council

Mayor Bill Goldsmith

Council Members

Marjorie Austin

Larry Chowning

Alana Courtney

Merri Hanson

Beth Justice

Sandy Sturgill

Garth Wheeler-Town Administrator

Roy Kime-Zoning Administrator

Martha Rodenburg-Town Clerk

Michele Hutton-Town Treasurer

Andrea Erard-Town Attorney via Zoom

Members of the public

All present said the Pledge of Allegiance

APPROVAL OF AGENDA

Councilmember Austin moved to approve the agenda as amended

Councilmember Courtney seconded

Austin, Chowning, Courtney, Hanson, Justice, Sturgill and Goldsmith voted yes

Motion passed 7-0

PUBLIC COMMENT & PUBLIC COMMENT RESPONSE

Jim Hayes-spoke to ask Council to consider the aesthetics of the pool buildings when planning

Mayor Goldsmith responded the Pool Committee was keeping this in consideration and feels the final design will be acceptable.

Mayor Goldsmith continued to update Council on the design process, noting that views from the surrounding streets were being considered

Garth Wheeler added more to include the design would match that of the proposed Bristow Pavilion

MATTERS OF TOWN COUNCIL

Boundary Line Adjustment update

Garth Wheeler gave a comprehensive update on the progress of the Boundary Line Adjustment with Middlesex County. On July 12, 2022 a presentation was made before the Middlesex Board of Supervisors by Mr. Wheeler. The Board of Supervisors voted to assign County Administrator, Matt Walker and County Attorney, Heather Lewis to discuss the Board's concerns and formulate a plan to move forward.

Due to the concerns of several members of the Board of Supervisors, two plats along Red Hill Drive have been removed from the proposal. The remaining lots along Red Hill will be the site of the mandated well #6 for the Town of Urbanna, and must be within Town limits to be eligible for government funding.

After a follow-up meeting with Matt Walker, Heather Lewis, Andrea Erard, and Garth Wheeler the following "next-steps" have been determined:

- *Presentation before Middlesex County Board of Supervisors for their approval to move forward*
- *Public hearing for the Town of Urbanna*
- *Public hearing for Middlesex County*
- *Vote from Urbanna Town Council and Middlesex County Board of Supervisors to approve*
- *Petition Circuit Court for approval*

Updated information has been sent to the Middlesex Board of Supervisors, Matt Walker (Middlesex County Administrator) and Heather Lewis (Middlesex County Attorney). Mr. Wheeler has spoken or met with most of the Supervisors and Mr. Walker.

On February 7th, another presentation will be made to the Middlesex County Board of Supervisors.

ACTION ITEMS

Mayor Goldsmith gave an overview of the following action items:

Urbanna Town Council 2023 Work Session/Meeting Calendar

Councilmember Austin moved to approve the proposed 2023 Urbanna Town Council Work Session and Monthly Meeting calendar as presented.

Councilmember Hanson seconded

**Austin, Chowning, Courtney, Hanson, Justice, Sturgill and Goldsmith voted yes
Motion passed 7-0**

Urbanna Town Council Meeting Schedule 2023

	Work Session	Monthly Meeting	Comment
January	12	26	
February	9	23	
March	9	23	
April	13	27	
May	11	25	<i>Budget public hearing and approval meeting May/June</i>
June	8	22	<i>Budget public hearing and approval meeting May/June</i>
July	13	27	
August	10	24	
September	14	28	
October	12	26	
November	xx	16	24 th is Thanksgiving. Recommend only having 1 meeting in November. Thursday, November 16 th , 3 rd Thursday
December	xx	14	Recommend only 1 meeting in December due to the holidays.

Commission and Committee assignments

Councilmember Courtney commented that it was against State Code for Members of Council to be on the BZA (Board of Zoning Appeals), with Andrea Erard confirming this.

Mayor Goldsmith announced applications for citizens to apply to be on Town boards and commissions were available and encouraged those interested to apply.

Councilmember Hanson asked if the Economic Development & Advertising Committee was a new committee. Mayor Goldsmith responded it was not, it was an Ad Hoc committee that may be disbanded in the future and pulled into the Planning Commission. Councilmember Austin, a member of the committee responded it was under the committee that she brought forth Second Saturdays and DMV Select. Further discussion took place regarding both the Planning Commission and the Economic Development & Advertising Committee.

Councilmember Austin moved to approve the proposed 2023 Town of Urbanna Commission & Committee assignments.

Councilmember Sturgill seconded

Austin, Chowning, Courtney, Hanson, Justice, Sturgill and Goldsmith voted yes

Motion passed 7-0

**Town of Urbana
2023 Committee/Board Appointments**

Planning Commission	
Name	Term Expires
Roy Kime (Staff)	NA
Marjorie Austin (Council Member)	24
Merri Hanson (Council Member)	26
Donald Drayer	24
William (Henry) Dunton	23
Penelope (Gari) Lister	24
Carol Williams	23
Historic Architecture Review Board	
Name	Term Expires
Roy Kime (Staff)	NA
Amy Denney	25
Barbara Hartley	25
Meriwhether (Tammie) Putney	24
Peni Roberts	24
Patricia Wheeler	23
Board of Zoning Appeals	
Name	Term Expires
Roy Kime (Staff)	NA
Marjorie Austin (Council Member)	24
Alana Courtney (Council Member)	24
JD Magness	24
Martha Lowe	23
Finance Committee	
Name	
Bill Goldsmith, Chairman (Mayor)	
Larry Chowning (Council Member)	
Sandy Sturgill (Council Member)	
Garth Wheeler (Staff)	
Roy Kime (Staff)	
Personnel Committee	
Name	
Bill Goldsmith (Mayor)	
Merri Hanson (Council Member)	
Larry Chowning (Council Member)	
Garth Wheeler (Staff)	
Water Committee	
Name	
Bill Goldsmith (Mayor)	
Alana Courtney (Council Member)	
Beth Justice (Council Member)	
Roy Kime (Staff)	

Water Committee (cont.)
Rod McMordie* (on a leave of absence until well #3 contract has been bid and signed)
David Overman
Pool Committee
Name
Bill Goldsmith (Mayor)
Sandy Sturgill (Council Member)
Garth Wheeler (Staff)
Kristi Anzivino
Marnie Harte
Barbara Hartley
Sue Warner
Urbanna Creek Committee (Ad Hoc)
Name
Garth Wheeler (Staff)
Bill Goldsmith (Mayor)
Mike Jolly
Latane Montague
Sarah Jane Wyatt
Penelope (Gari) Lister
Town Marina Committee (Ad hoc)
Name
Joyce Eanes (Staff)
Alana Courtney (Council Member)
Dan Snead
Bruce Murray
Economic Development & Advertising Committee (Ad hoc)
Name
Marjorie Austin (Council Member)
Alana Courtney (Council Member)
Sandy Sturgill (Council Member)
Barbara Hartley
Sarah Kimble
Middle Peninsula Planning (MPPOC)
Name
Garth Wheeler (Town Administrator)
Bill Goldsmith (Mayor)
Middle Peninsula Chesapeake Bay Public Access Authority (PAA)
Name
Garth Wheeler-Primary
Larry Chowning-Alternate

Mayor Pro Tempore

Mayor Goldsmith spoke of the need for a Mayor Pro Tempore and, as the longest serving member of Council, recommended Councilmember Chowning.

Councilmember Austin made a motion for Larry Chowning to be elected to serve as Mayor Pro Tempore in accordance with Town Charter guidelines.

Councilmember Hanson seconded

Austin, Courtney, Hanson, Justice, Sturgill and Goldsmith voted yes

Chowning abstained

Motion passed 6-0-1

Minutes

Councilmember Austin moved to approve the minutes for November 17, 2022 as presented.

Councilmember Hanson seconded

Austin, Chowning, Courtney, Hanson, Justice, Sturgill and Goldsmith voted yes

Motion passed 7-0

Garth Wheeler spoke to thank the previous Council for their work and dedication, he also extended an invitation to the new Council to come to or contact Town Hall at any time to speak with staff.

ADJOURN

Councilmember Austin made a motion to adjourn

Councilmember Sturgill seconded

Austin, Chowning, Courtney, Hanson, Justice, Sturgill and Goldsmith voted yes

Motion passed 7-0

Meeting adjourned at 7:29pm

Submitted by:



Martha J. Rodenburg

Town Clerk

Approved by Town Council 01/26/2023