

**DRAFT MINUTES
TOWN OF URBANNA TOWN COUNCIL
SPECIAL CALLED MEETING OF MAY 20, 2026**

A special called meeting of the Town Council of the Town of Urbanna, Virginia, was held on the 20th day of May, 2026 beginning at 9:00am in the Conference Room of Town Hall located at 300 Virginia Street in Urbanna, VA. The purpose of the meeting was to conduct a closed meeting.

AGENDA ITEM 1. CALL TO ORDER

Mayor Pro Tempore Wilson called the meeting to order at 9:00am.

AGENDA ITEM 2. APPROVAL OF ELECTRONIC PARTICIPATION BY A COUNCIL MEMBER

Councilmember Austin made a motion to approve electronic participation for Alana Courtney for personal reasons. Councilmember Chowning seconded. The Mayor Pro Tempore called for any discussion. The members were polled:

Marjorie Austin..... Yes

Larry Chowning Yes

Beth Justice Yes

Robbie Wilson, Mayor Pro Tempore Yes

The motion passed 4-0.

Councilmember Courtney joined the meeting via Zoom from Pawley's Island, SC.

AGENDA ITEM 3. ROLL CALL OF MEMBERS

Marjorie Austin..... Present

Larry Chowning Present

Alana Courtney Present (Via Zoom)

Beth Justice..... Present

Robbie Wilson, Mayor Pro Tempore Present

Others Present:

Ted Costin, Town Administrator

Christine Hall, Town Clerk

Andrea Erard, Town Attorney

Members of the public

AGENDA ITEM 4. PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

AGENDA ITEM 5. AMENDMENTS TO THE AGENDA

5.a. Acceptance of Resignations of Mayor William T. Goldsmith and Merri Hanson

Mayor Pro Tempore Wilson and Ms. Erard noted the changes made to the amended agenda. Council was in agreement with the changes.

AGENDA ITEM 6. REVIEW AND ADOPTION OF MEETING AGENDA

Councilmember Austin made a motion to adopt the agenda with the addition.
Councilmember Chowning seconded. The Mayor Pro Tempore called for any discussion.
The members were polled:

Marjorie Austin..... Yes
Larry Chowning Yes
Alana Courtney Yes (Via Zoom)
Beth Justice..... Yes
Robbie Wilson, Mayor Pro Tempore Yes
The motion passed unanimously.

6.a. Acceptance of Resignation of Mayor William T. Goldsmith

6.b. Acceptance of Resignation of Merri Hanson

Councilmember Austin made a motion to accept the resignations of Mayor William Goldsmith and Merri Hanson. Councilmember Chowning seconded. The Mayor Pro Tempore called for any discussion. The members were polled:

Marjorie Austin..... Yes
Larry Chowning Yes
Alana Courtney Yes (Via Zoom)
Beth Justice..... Yes
Robbie Wilson, Mayor Pro Tempore Yes
The motion passed unanimously.

AGENDA ITEM 7. CLOSED MEETING

7.a. Closed Meeting pursuant to Virginia Code section 2.2-3711(A)(1) for the purpose of discussing the performance of a specific appointee; and

7.b. Closed Meeting pursuant to Virginia Code section 2.2-3711(A)(8) for consultation with the Town Attorney regarding a specific legal matter – employment contract.

AGENDA ITEM 8. CONVENE CLOSED MEETING

Councilmember Austin made a motion to convene in Closed Meeting pursuant to Virginia Code section 2.2-3711(A)(1) for the purpose of discussing the performance of a specific appointee; and pursuant to Virginia Code section 2.2-3711(A)(8) for consultation with the Town Attorney regarding a specific legal matter – employment contract. Councilmember Justice seconded. The Mayor Pro Tempore called for any discussion. The members were polled:

Marjorie Austin..... Yes
Larry Chowning Yes
Alana Courtney Yes (Via Zoom)
Beth Justice..... Yes
Robbie Wilson, Mayor Pro Tempore Yes
The motion passed unanimously.

AGENDA ITEM 9. RECONVENE OPEN MEETING & CERTIFY

Councilmember Austin made a motion to reconvene and certify that only those matters that were identified in the motion to go into closed meeting were discussed or considered.

Councilmember Chowning seconded. The members were polled:

Marjorie Austin I so certify
Larry Chowning I so certify
Alana Courtney I so certify (Via Zoom)
Beth Justice I so certify
Robbie Wilson, Mayor Pro Tempore I so certify

AGENDA ITEM 10. ACTION RELATED TO CLOSED MEETING

Mayor Pro Tempore Wilson made a motion to terminate the Town Administrator's amended employment agreement without cause, pursuant to Section 9A, effective immediately. In accordance with Section 9A of the amended Employment Agreement, the Town Administrator shall be paid a lump sum equivalent to three months' pay, which is approximately \$26,000 less applicable taxes. Councilmember Austin seconded. The Mayor Pro Tempore called for any discussion. The members were polled:

Marjorie Austin Yes
Larry Chowning Yes
Alana Courtney Yes (Via Zoom)
Beth Justice Yes
Robbie Wilson, Mayor Pro Tempore Yes
The motion passed unanimously.

AGENDA ITEM 11. ADJOURN

Mayor Pro Tempore Wilson made a motion to adjourn. Councilmember Austin seconded. All were in favor with none opposed.

The meeting was adjourned at approximately 9:10am.

Respectfully submitted,
Robbie Wilson, Mayor

Approved by Council: 05/28/26

ATTEST:



Robbie Wilson, Mayor