



**Minutes of the
Colonial Beach Town Council
Work Session held on
Monday, May 8, 2017 at 6:00 p.m.**

Colonial Beach Town Center
22 Washington Avenue
Colonial Beach, VA 22443

Present

Mayor, Eddie Blunt
Member, Frank Alger III
Member, Bill Dellar
Member, Phil Rogers
Member, Burkett Lyburn

Absent

All Council Members were present with the exception of Mr. Leamon and Mr. Cirbee.

Also Present

Town Manager, Val Foulds
CFO, Joan Grant
Town Clerk, Kathleen Flanagan

Call to Order

Mayor Blunt called the meeting to order at 6:00 p.m.

Roll Call of Members

Mayor Blunt noted that all council members were present with the exception of Mr. Cirbee and Leamon.

All Council Members were present except Mr. Cirbee and Mr. Leamon.

Amendment to Agenda

Mr. Alger made a motion to amend the agenda for Council to consider and take action on Resolution #24-17 out of order. Mr. Dellar seconded the motion.

Mayor Blunt called for a voice vote. Mr. Alger, Mr. Dellar, Mr. Leamon, Mr. Lyburn, Mr. Rogers and Mayor Blunt all voted “aye.” They ayes have it, the motion to amend the agenda was unanimously adopted by council members present.

Resolution #24-17, Authorizes one year extension of contract with auditor

Mayor Blunt noted this resolution was introduced on April 19.

Motion to Amend

Mr. Dellar made a motion to amend Res #24-17. Mr. Rogers seconded the motion.

Mr. Dellar read his proposed amendment to paragraph 6 that added the words “which will include as an addendum the Brown & Edwards Company email from John Aldridge to the Town Manager dated May 5, 2017” immediately after the third line that begins “execute the attached contract document.”

Mr. Dellar further requested that prior to signature, the Town Manager should insert on the contract the words “The attached email from Brown & Edwards Company dated May 5, 2017 is hereby made a part of this contract.” or similar words.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Lyburn voted “aye,” Mr. Dellar voted “aye,” Mr. Rogers voted “aye,” and Mayor Blunt voted “aye.” They ayes have it, Resolution #24-17 was amended.

Resolution #24-17 was amended by a unanimous vote of council members present.

Motion to Adopt

Mr. Alger made a motion to adopt Res #24-17, as amended. Mr. Lyburn seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Lyburn voted “aye,” Mr. Dellar voted “aye,” Mr. Rogers voted “aye,” and Mayor Blunt voted “aye.” They ayes have it, Resolution #24-17 was amended.

Resolution #24-17 was adopted, as amended, by a unanimous vote of council members present.

Resolution #24-17, Authorizes one year extension of contract with auditor

WHEREAS, The Town of Colonial Beach is required to have a licensed Certified Public Accountant perform an audit each year; and

WHEREAS, on April 12, 2012 by way of Resolution #26-12 Brown, Edwards & Company, LLP was awarded a contract and engaged to provide auditing services for FY 2012; and

WHEREAS, Brown, Edwards & Company, LLP has continued to provide auditing services for Fiscal Years 2013, 2014, 2015 and 2016 according to the terms of said contract; and

WHEREAS, The Town's contract with the auditing firm has expired; and

WHEREAS, Town staff and the Town's Virginia Municipal League-Virginia Association of Counties (VML-VACo) financial consultant recommend that the contract with Brown, Edwards & Company, LLP be extended for one year.

NOW THEREFORE BE IT RESOLVED, that the Colonial Beach Town Council meeting on Monday, May 8, 2017 hereby authorizes the Town Manager to execute the attached contract document, which will include as an addendum the Brown, Edwards and Company email from John Aldridge to the Town Manager dated May 5, 2017, to ensure that Brown, Edwards & Company, L.L.P. will be able to provide auditing services for the Fiscal Year ending June 30, 2017; and

BE IT FURTHER RESOLVED, that the Town Council directs the Town Manager to prepare and advertise a Request for Proposal (RFP) for auditing services for Fiscal Year 2018 no later than January 2018.

Resolution #28-17, Approval of School Budget

Mayor Blunt noted he does not feel adequately prepared to vote on this resolution at this time. He had hoped to have more information and believes it is prudent and responsible to recess the meeting.

Mayor Blunt asked if there was a motion to recess this meeting until Thursday, May 11th at 6:00 p.m.

Mr. Alger made a motion to recess until Thursday, May 11th at 6:00 p.m. Mr. Dellar seconded the motion.

Mr. Dellar stated there are two areas in question – one is if the appropriation should be a lump sum appropriation or a by category appropriation; second, there has been a request for a certification which needs to be resolved.

Mr. Lyburn supports funding all at one time and asked Mr. Dellar what are you looking for.

Mr. Dellar noted this issue arose when talking to the Town Attorney and Mr. Dellar expressed his frustration that Council was just turning over a lump sum. By appropriating by category it provides visibility and financial oversight.

Mr. Lyburn is not in favor of micromanaging school funds.

Mr. Rogers is in favor of appropriating by category as it gives Council more visibility.

Mr. Alger noted the broad category of “instruction” includes many different categories and multiple departments.

Mr. Alger further noted the school budget is posted online and only federal funding is restricted in use. State funds and local funds are typically lumped together.

Mr. Alger believes appropriating by category is being redundant to be redundant.

Mr. Dellar noted these categories are the categories the school division uses to report to the School Board each month. Mr. Dellar noted these seem like reasonable safeguards.

Mr. Alger noted this is overly burdensome and redundant.

Mr. Dellar asked if the state provides funding by category.

Mr. Alger replied the school is provided funding based on the ADM, Average Daily Membership, and the state does not ask how they are spending it.

Mayor Blunt stated that we are all in agreement that we are fully funding the request from the School Board. Currently, we have two questions in front of us, (1) what number do we insert into this resolution -- \$7,000,000 or \$2,000,000; and (2) do we appropriate by category.

Adjournment/Recess

Mr. Lyburn made a motion to recess until May 11th at 6:00 p.m. Mr. Rogers seconded the motion.

At 6:25 p.m. the meeting was recessed until May 11, 2017 at 6:00 p.m.

Kathleen Flanagan, Town Clerk