



**Minutes of the
Colonial Beach Town Council
Work Session held on
Saturday, February 10, 2018 at 8:00 a.m.**

Colonial Beach Town Center
22 Washington Avenue

Present

Eddie Blunt, Mayor
Dallas Leamon, Vice Mayor
Frank Alger, III, Council Member
Bill Dellar, Council Member
Burkett Lyburn, Council Member
Phil Rogers, Council Member

Absent

Councilman Steve Cirbee was absent.

Also Present

Town Attorney, Andrea Erard
Town Clerk, Kathleen Flanagan

Call to Order

Mayor Blunt called the meeting to order at 8:00 a.m.

Roll Call of Members

Mayor Blunt noted that all Council Members were present except Mr. Cirbee.

Approval of the Agenda

Mr. Dellar made a motion to add a discussion on liaison assignment.

Mayor Blunt made a motion to move Closed Session to after “Approval of the Agenda.”

Mr. Alger seconded the two motions.

Mayor Blunt called for a roll call vote to approve the revised agenda. Mr. Alger voted “aye,” Mr. Lyburn voted “aye,” Mr. Rogers voted “aye,” Mr. Dellar voted “aye,” Mr. Leamon voted “aye” and Mayor Blunt voted “aye.”

The motion to approve the revised agenda passed with a unanimous vote of council members present.

Closed Meeting

Mr. Leamon made a motion to go into Closed Meeting Pursuant to VA Code Section 2.2-3711(A)(1) for the purpose of discussion of hiring a new town manager; and, pursuant to VA Code Section 2.2-3711-(A-7) for the purpose of discussion of litigation, Blevins v. Town of Colonial Beach. Mr. Alger seconded the motion.

Mayor Blunt called for a roll call vote to go into Closed Meeting. Mr. Alger voted “aye,” Mr. Lyburn voted “aye,” Mr. Rogers voted “aye,” Mr. Dellar voted “aye,” Mr. Leamon voted “aye” and Mayor Blunt voted “aye.”

The motion to go into Closed Meeting passed with a unanimous vote of council members present.

At 8:04 a.m. Council went into Closed Meeting.

Certification/Reconvene

Mr. Leamon made a motion to reconvene and certify that only those matters that were identified in the motion to go into closed meeting were heard, discussed and considered. Mr. Lyburn seconded the motion.

Mr. Leamon, Mr. Alger, Mr. Lyburn, Mr. Rogers, Mr. Dellar and Mayor Blunt all so certified.

At 8:58 a.m. Mayor Blunt reconvened the meeting.

Presentations

Ms. Erard presented a Legislative Update of the Virginia General Assembly. Information included: anti-tethering legislation for dogs; SB 953; HB 1257; HB 1241; SB 186; HB605; HB 401; HB 39; SB 688; HB 430; SB 630; SB 336; SB 179; SB 499; HB 245; HB 494; HB 640; HB 796; SB 211; SB 451; HB 1258; and, HB 1579 and SB 880.

Old Business

Discussion of Development of Eleanor Trailer Park

Mr. Dellar read from Res #56-17 dated November 9, 2017 and asked where staff stood on the preparation of a subdivision concept plan and an estimated timeline and associated costs necessary to approve the subdivision, installation of utility infrastructure and the like.

Mr. Murphy responded saying the costs were under review.

Mr. Murphy has a draft final cost which is \$320,000-\$355,000.

Ms. DeJesus noted there will be additional costs because of the 100-foot buffer.

Ms. DeJesus further noted the Planning Commission would have to review the plans twice. The process will take a couple of months.

Ms. DeJesus noted she needs to know from Council how many lots.

Mayor Blunt noted the surveyor can show the highest and best use of the property.

Mr. Leamon asked Mr. Rogers if the town has \$170,000-plus to make these improvements.

Mr. Rogers responded that he can't answer that question.

Mayor Blunt responded that, yes, we do have that money; is it the right thing to do, that is the bigger question.

Mr. Leamon noted the town has submitted a proposal to the VOF, which is still in the works.

Mr. Murphy suggested Council consider the talked-about change to one-way traffic on Irving Avenue, as there could be a need for stopping points on Irving Avenue and so there may be a need to retain a piece of that property.

Mr. Dellar asked what is next.

Ms. DeJesus suggested she and Mr. Murphy get together and reach out for cost estimates.

Ms. DeJesus noted the surveyor suggested having six lots in the back and five lots in the front along Irving.

Mr. Dellar asked Council if they could agree on an 11-lot configuration.

Mayor Blunt requested Ms. DeJesus ask the appraiser to provide us the difference between 11 lots and 9 lots.

Recess

Mayor Blunt called a five-minute recess.

Reconvene

Upon reconvening, made a motion to go into Closed Meeting

Closed Meeting

Mayor Blunt made a motion to go into Closed Meeting Pursuant to VA Code Section 2.2-3711(A)(1) for the purpose of discussion of hiring and the contract of a new town manager. Mr. Alger seconded the motion.

Mayor Blunt called for a roll call vote to go into Closed Meeting. Mr. Alger voted “aye,” Mr. Lyburn voted “aye,” Mr. Rogers voted “aye,” Mr. Dellar voted “aye,” Mr. Leamon voted “aye” and Mayor Blunt voted “aye.”

The motion to go into Closed Meeting passed with a unanimous vote of council members present.

At 9:59 a.m. Council went into Closed Meeting.

Certification/Reconvene

Mayor Blunt made a motion to reconvene and certify that only those matters that were identified in the motion to go into closed meeting were heard, discussed and considered. Mr. Lyburn seconded the motion.

Mr. Leamon, Mr. Alger, Mr. Lyburn, Mr. Rogers, Mr. Dellar and Mayor Blunt all so certified.

At 10:09 a.m. Mayor Blunt reconvened the meeting.

New Business

Draft Res # -18, Appoints Marcia Feldman to the Redevelopment & Housing Authority

Mayor Blunt summarized the resolution.

Without discussion, Council agreed to place this resolution on the next Regular Meeting Agenda.

Draft Res # -18, Authorizes Sale of a Portion of Vernon Street at the intersection of Monroe Bay Avenue and Vernon Street, adjoining next to 325 Monroe Bay Avenue to Chris Lovejoy (Public Hearing scheduled for February 21, 2018)

Mayor Blunt summarized the resolution.

Without discussion, Council agreed to place this resolution on the next Regular Meeting Agenda.

Discussion of proposed Amendments to Zoning Ordinance, Article 12, Signs

Mayor Blunt reported that he asked Ms. Robin Schick to prepare a presentation for Council which highlights specific areas.

Mr. Dellar noted this has been before Council for some time.

Mr. Dellar disagrees with the language that restricts mural size to 50% of the wall and would like that language stricken.

Mr. Eric Nelson, member of the Planning Commission, spoke up and reported that there was a small committee that reviewed the sign ordinance to make sure it conformed to law.

Mr. Nelson also noted that Ms. Schick is no longer the Chairperson of the Planning Commission.

Status Items

Lot line adjustment, Hawthorn Street

Ms. DeJesus reported this was close to being finalized and surveys should be complete in three weeks.

Outstanding VMRC Citation in the Town

Ms. DeJesus reported that one owner reached out and the town has signed off on the permit application.

No Wake Zone, Monroe Bay

Ms. DeJesus is waiting on a meeting with the Department of Game and Inland Fisheries scheduled for the 20th at the County.

Vacant Foreclosed Property Registration

Ms. Erard has not yet been in contact with two other jurisdictions that have a registry.

Ord re Town Code, Chapter 21, Water and Sewer

Mayor Blunt noted this is specific to extensions and removing approval from Town Council to Town Manager.

North End of the Boardwalk

Mayor Blunt there is no money for repairs. Ms. Erard suggested Council could create a special tax district.

Mr. Murphy noted the ownership vs non-ownership issues of that end of the boardwalk.

Down the River, Up the Bay

Mr. Dellar noted Mr. Murphy just was requested for this, and so he may not be ready for discussion.

Mr. Rogers expressed concern about the lateral streets.

Mr. Murphy noted that the Town would no longer lose any maintenance funds as previously determined.

Comprehensive Parking Plan for the Town

Without objection, Mayor Blunt skipped discussion of this topic.

Status of Piers

Ms. DeJesus noted she has reached out to a surveyor to determine how to proceed with purchase of the right of ways.

Status of Ordinance #682

Without objection, Mayor Blunt skipped discussion of this topic.

Items Submitted by Council Members

Vehicle Parking Stickers

Mr. Dellar asked where the new parking stickers are placed on the windows.

Chief Plott responded that it is the lower left side because of certain sensors in new cars.

Mr. Dellar suggested including the fee for the decal in the personal property tax bill.

Town Salary Banding

Mr. Dellar recommended that town pay bands be reviewed and changed and be reviewed on an annual basis.

CFO Position

Mr. Dellar would like to know if it is appropriate that a contractor/consultant prepare the budget, maintain accounts, and also supervise town employees.

Mr. Dellar asked the Town Attorney to review this matter.

Mayor Blunt noted the position was advertised and only produced four applicants, none with formal backgrounds.

Ms. Gomez has agreed to serve in the interim as a consultant. Ms. Gomez has an impressive background in local government and school finance and is a CPA and university professor.

Liaison Appointments

Mr. Dellar noted he would be interested in moving to a new area as a Liaison.

Mayor Blunt asked Council Members to reach out to him with their preferences.

Approval of Contract for New Town Manager

Mr. Lyburn made a motion to approve the contract for a New Town Manager. Mr. Leamon seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Lyburn voted “aye,” Mr. Rogers voted “aye,” Mr. Dellar voted “aye,” Mr. Leamon voted “aye” and Mayor Blunt voted “aye.”

Mayor Blunt introduced Mr. Quinn Robertson, the new Town Manager for Colonial Beach.

The motion to approve the contract for a New Town Manager passed with a unanimous vote of council members present.

Adjournment/Recess

Mr. Leamon made a motion to adjourn the meeting. Mr. Alger seconded the motion.

At 10:56 a.m. Mayor Blunt adjourned the meeting.

Kathleen Flanagan, Town Clerk