



**Minutes of the  
Colonial Beach Town Council  
Regular Meeting held on  
Wednesday, May 15, 2019 at 6:00 p.m.**

Colonial Beach Town Center  
22 Washington Avenue

**Present**

Eddie Blunt, Mayor  
Frank Alger, III, Council Member  
Steve Cirbee, Council Member  
Patrick Ey, Council Member  
Dallas Leamon, Council Member  
Vicki Roberson, Council Member

**Absent**

Vice Mayor Robin Schick was absent.

**Also Present**

Town Manager, Quinn Robertson  
Town Attorney, Jim Cornwell  
Town Clerk, Kathleen Flanagan  
Zoning Administrator, Allyson Finchum  
Chief of Police, Bruce Hough  
Financial Consultant, Gladys Gomez

**Call to Order**

Mayor Blunt called the meeting to order at 6:03 p.m.

**Moment of Silence/Pledge of Allegiance**

Mayor Blunt led a Moment of Silence and the Pledge of Allegiance.

## **Roll Call of Members**

Mayor Blunt noted that Vice Mayor Robin Schick was absent.

## **Additions to the Agenda**

There were no additions to the Agenda.

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## **Approval of the Agenda**

Mr. Leamon made a motion to approve the agenda. Mr. Cirbee seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Ey voted “aye,” Mr. Cirbee voted “aye,” Mr. Leamon voted “aye,” Ms. Roberson voted “aye,” and Mayor Blunt voted “aye.”

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

## **Approval of Minutes**

There were no minutes to approve.

## **Council Member Announcements**

Mayor Blunt thanked the citizens who were in attendance and thanked the volunteers who have worked hard throughout the town.

## **Presentations**

### **Colonial Beach Schools**

Mr. Turner noted school staff is extremely busy with SOL testing and closing out the school year.

Invitations are being mailed to all Council Members to attend high school graduation.

### **Westmoreland County Supervisor**

Mr. Roberson reported that the mosquito repellent bricks are available.

Mr. Roberson further reported that the county’s auditors have suggested that workers at the dump in Montross should no longer handle money, credit cards or checks. Beginning on July 1 the employees at the dump will no longer handle cash, only vouchers. Vouchers will be sold to use to pay for services at the dump. Vouchers are sold at the County Treasurer’s Office.

Mayor Blunt requested that Mr. Roberson deliver a letter to the Board of Supervisors expressing Colonial Beach's opposition to this. Mr. Roberson stated that such a letter would be more effective coming from Town Council.

Mr. Cirbee suggested using accounts.

Mayor Blunt also asked if the Town can sell the vouchers at Town Hall. Mr. Roberson will check for the answer.

Mr. Roberson is planning a new budget presentation by the county.

Also, the county's budget includes a \$.02 real estate increase that does include Colonial Beach.

### **Planning Commission**

Ms. Maureen McCabe reported that the Commission continues to work on the Comprehensive Plan and the Capital Improvement Plan. The Commission will begin working on a 10-year Action Plan.

Mr. Cirbee asked if the school's CIP is included in the proposed CIP.

Ms. McCabe answered affirmatively.

### **Downtown Colonial Beach**

Ms. Joyce Reihmerr reported that the Osprey Festival made over \$1,000. The funds made are held in reserve to improve the town.

Ms. Reihmerr then reported that research is continuing on obtaining a Historic District certification.

### **Chamber of Commerce**

Ms. Susan Mack reported that parade invitations have gone out for Riverfest.

The NGO's organization met for its quarterly meeting.

Radio station WWER 88.1 is moving to the Chamber building.

A summer jobs program has been initiated with the school.

### **Colonial Beach Community Foundation**

Mr. Eric Nelson reported that the Foundation's cookout and membership drive had to be cancelled due to weather and will be rescheduled for June 1<sup>st</sup>.

## **Memorials Commission**

Mr. Cirbee reported that he and Mr. Ey have come up with a list for the nominating committee.

## **Colonial Beach Recreation Association**

Ms. Griesevich reported that to date the Association has begun projects such as: Yoga on the Beach; beach volleyball by installing posts and nets; fundraising and installing a handicap access beach ramp; a pop up farmers market; and Messy Mondays.

## **Monthly Department Reports**

Mr. Robertson presented monthly Department Reports, including:

- The Torrey Smith Project
- COMREL meeting
- P Cards
- Redesign of organization chart
- Job Descriptions
- Introduction of James Briggs, the new Planner in Zoning and Community Development
- Edmunds software integration
- Summertime preparation effort
- Pedestrian Plaza

## **New Business**

### **RESOLUTION #23-19, Adopts the Commonwealth of Virginia 457 Deferred Compensation Plan for TOCB Employees**

Mr. Cirbee made a motion to approve Resolution #23-19. Ms. Roberson seconded the motion.

Mr. Roberson provided a summary of Resolution #23-19.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Ey voted “aye,” Mr. Cirbee voted “aye,” Mr. Leamon voted “aye,” Ms. Roberson voted “aye,” and Mayor Blunt voted “aye.”

*The motion to adopt Resolution #23-19 as written passed with a unanimous vote of council members present.*

### **RESOLUTION #23-19, Adopts the Commonwealth of Virginia 457 Deferred Compensation Plan**

**WHEREAS**, the Town of Colonial Beach (the “Employer”) acting by and through the Town Council, desires to adopt the Commonwealth of Virginia 457 Deferred Compensation Plan

(the “Plan”) for its employees as defined the adoption agreement between the Employer and the Virginia Retirement System (the “VRS”); and

**WHEREAS**, the Plan, which includes both Roth and Traditional options, is authorized by the Code of Virginia Section 51.1-600 et seq. and Internal Revenue Code Section 457(b), and political subdivisions are authorized to participate in such Plan by the Code of Virginia Section 51.1-603.1.

**NOW, THEREFORE, BE IT RESOLVED**, that the Employer hereby approves the adoption of the Plan for its employees in accordance with applicable law and policy; and.

**BE IT FURTHER RESOLVED**, that the Employer’s staff is hereby directed to implement the Plan effective the first day of June, 2019, but no sooner than the dates established and confirmed by the VRS

**NOW, THEREFORE**, the officers of the Employer are hereby authorized and directed in the name of the Employer to carry out the provisions of this resolution, enter an adoption agreement with VRS and pay such sums as are due to be paid by the Employer for this purpose.

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## **RESOLUTION #24-19, Directs the Town Manager to Execute an Agreement**

Mr. Leamon made a motion to approve Resolution #24-19. Mr. Cirbee seconded the motion.

Mr. Roberson summarized the resolution.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Ey voted “aye,” Mr. Cirbee voted “aye,” Mr. Leamon voted “aye,” Ms. Roberson voted “aye,” and Mayor Blunt voted “aye.”

*The motion to adopt Resolution #24-19 as written passed with a unanimous vote of council members present.*

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## **RESOLUTION #25-19, Amends and Appropriates Fiscal Year 2018-2019 Budget, School Fund**

### **Motion to Amend**

Mayor Blunt read an amendment to Resolution #25-19 changes to: School General Fund FY2018-2019 Revised from \$7,490,782 to \$7,501,104 and under “Change” from \$352,165 to \$362,487.

### **Motion to Approve Amendment**

Mr. Leamon made a motion to amend Resolution #25-19. Ms. Roberson seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Ey voted “aye,” Mr. Cirbee voted “aye,” Mr. Leamon voted “aye,” Ms. Roberson voted “aye,” and Mayor Blunt voted “aye.”

***The motion to amend Resolution #25-19 as written passed with a unanimous vote of council members present.***

**Motion to Approve, as Amended**

Ms. Roberson made a motion to approve Resolution #25-15, as amended. Mr. Ey seconded the motion.

Mr. Alger noted that the increased funds are state funds and not local funds.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Ey voted “aye,” Mr. Cirbee voted “aye,” Mr. Leamon voted “aye,” Ms. Roberson voted “aye,” and Mayor Blunt voted “aye.”

***The motion to adopt Resolution #25-19, as amended, passed with a unanimous vote of council members present.***

**RESOLUTION #25-19, Amends and Appropriates Fiscal Year 2018-2019  
Budget, School Fund**

**WHEREAS**, the Colonial Beach Town Council finds it necessary to make the following amendments to the Fiscal Year 2018-2019 budget.

**NOW THEREFORE BE IT RESOLVED**, that the Town Council regular meeting Wednesday, May 15, 2019 hereby adopts and appropriates an amendment to the Fiscal Year 2018-2019 budget as follows:

	FY 2018-19 Approved	FY 2018-19 Revised	Change
School General Fund	\$7,138,617	\$7,501,104	+\$362,487
School Cafeteria Fund	229,651	381,325	+\$151,674

1) Increase of \$362,487 represents an increase in state appropriation due to an increase in Average Daily Membership of 43.86 students based on the Average Daily Membership reported on March 31, 2019 (628.86 students). The original 2018-2019 budget was based on an Average Daily Membership of 585 students.

2) Increase of \$151,674 represents a higher than projected increase in reimbursements, based on higher participation rates in the following Programs: the National School Lunch Program, Breakfast After the Bell Program, Child and Adult Care Food Program and the Fresh Fruits and Vegetables Program.

See attached breakdown of revenue and expenditure allocations.

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## **Public Hearing**

### **Resolution #27-19, Adoption and Appropriation of Fiscal Year 2020 Budget and Adoption and Appropriation by Category of the FY 2020 Budget for the Colonial Beach School Board**

#### **Open Public Hearing**

At 6:54 Mayor Blunt opened the Public Hearing

There were no citizens requesting to speak.

#### **Close Public Hearing**

At: 6:55 Mayor Blunt closed the Public Hearing

#### **Motion to Approve**

Mayor Blunt noted that action on Resolution #27-19 will occur in seven days, on May 22, 2019 at a Reconvened Meeting.

#### **Citizen Input**

Tim Vaughan, Santa Maria Avenue. Mr. Vaughan requested a status on the drainage issue on Santa Maria.

Mr. Cornwell noted he will prepare the deeds of dedication.

Jan Saylor, 7<sup>th</sup> Street, talked about the upcoming hike in the water bill. Ms. Saylor noted that a \$70 increase is exorbitant and noted that rates were increased in 2012 and 2014.

Mayor Blunt noted the town has a discount program for seniors and disabled homeowners.

Walter Kern, The Meadows Mr. Kern thanked Public Works for the fantastic job on the golf cart path.

Scott Gardener, noted that in October 2018 the Town submitted an application the Department of Game and Inland Fisheries. On April 2019 the application was denied. Mr. Gardener asked why taxpayer dollars were spent to purchase and place buoys.

Mr. Robertson responded that the Town was not told to take the buoys out, but to place them differently. On Saturday, town staff moved the buoys.

Mr. Gardener noted that currently the No Wake Zone is not enforceable as the buoys are not approved.

Mr. Cirbee responded that the buoys will be approved.

Bonita Dever, 411 Marshall Avenue noted an ongoing problem and asked when the short telephone polls are coming down. The sidewalks stay wet and her yard stays wet all the time.

### **Closed Meeting**

There was no closed meeting.

Steve, Stratford Street, Colonial Beach talked about having low pressure. Steve asked if the meters would be based on consumption and would be tiered payments.

### **Adjournment/Recess**

Mr. Alger made a motion to recess the meeting to May 22, 2019 at 6:00 p.m. Ms. Roberson seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Alger voted “aye,” Mr. Ey voted “aye,” Mr. Cirbee voted “aye,” Mr. Leamon voted “aye,” Ms. Roberson voted “aye,” and Mayor Blunt voted “aye.”

*At 7:33 p.m. Mayor Blunt recessed the meeting until May 22, 2019.*

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Kathleen Flanagan, Town Clerk