



**Minutes of the  
Colonial Beach Town Council  
Regular Meeting held on  
Wednesday,  
Wednesday, December 18, 2019 at 6:00 p.m.**

Colonial Beach Town Center  
22 Washington Avenue

**Present**

Eddie Blunt, Mayor  
Robin Schick, Vice Mayor  
Frank Alger, III, Council Member  
Dallas Leamon, Council Member  
Patrick Ey, Council Member  
Vicki Roberson, Council Member

**Absent**

Councilman Steve Cirbee was absent.

**Also Present**

Town Manager, Quinn Robertson  
Deputy Town Manager, Rob Murphy  
CFO, Colleen Teal  
Town Clerk, Kathleen Flanagan  
Assistant Town Clerk, Heather Oliver  
Police Chief, Bruce Hough  
Dir, Planning & Comm Dev, Richard Douglas

**Call to Order**

Mayor Blunt called the meeting to order at 6:00 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 Councilman Steve Cirbee was absent.

## **Additions to the Agenda**

There were no additions to the Agenda.

## **Approval of the Agenda**

Ms. Leamon made a motion to approve the agenda. Mr. Ey seconded the motion.

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

Mr. Leamon made a motion to approve the minutes for the September 18, 2019 Regular Meeting. Ms. Roberson seconded the motion.

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

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

## **Council Member Announcements**

Mr. Leamon wished the Council, Town Staff and citizens a Happy Holiday.

Ms. Schick congratulated the CBPS on their publication that was sent to the residents of the Town of Colonial Beach. She also attended the D.A.R.E graduation at CBES and it went well.

Ms. Schick reminded Town Council to speak into their microphones during the meeting.

Ms. Schick then wished everyone have a nice holiday.

Mayor Blunt thanked the volunteers that participated in the Christmas parade and festival.

Mayor Blunt then announced that the statues were up on the end Colonial Ave and that there will be more to come soon.

Mayor Blunt wished everyone a Happy Holiday and to stay safe.

## **Presentations**

### **In Appreciation of Larry Roberson**

Mayor Blunt presented Larry Roberson, Supervisor of the Fifth District of Westmoreland County, a plaque of appreciation for his 11 years of outstanding service of representing the citizens for the Town of Colonial Beach on the Westmoreland County Board of Supervisors.

Mr. Larry Roberson thanked the Town Council and Mayor Blunt.

(Applause.)

### **Phillip Baxter, Motley's Commercial Real Estate**

Mr. Robertson introduces Mr. Phillip Baxter to the Town Council and citizens.

Mr. Baxter presented to the council his background and qualifications.

Mr. Baxter states the draw to the Town of Colonial Beach is the affordable real estate with small town charm and proximity to Washington, DC. Mr. Baxter sees significant growth in the future and the upcoming new bridge will be a game changer and increase traffic volume to the beach.

Mr. Baxter reviews the listed town owned properties and delivers information about the background and accomplishments of his firm and concludes his presentation.

### **Richard Douglas, Parking and Regulatory Signs**

Mr. Douglas explained the new layout for the parking and regulatory signs. The signs are made more friendly while getting the message across about important regulations.

The parking signs may be held off for a few months to be able to have the updated information for parking meters.

Mr. Douglas hopes the signs will be in the ground by springtime.

### **Colonial Beach Schools**

Mr. Turner wishes a Happy Holidays to the Town Council and the citizens. Mr. Turner then informed Town Council that the school board is working on resolution to bring forward that will address accessing the CIP fund to update the HVAC system in the high school gymnasium. The school board has prepared and sent out an Invitation for Bid's and expect a response.

Mr. Turner then mentioned the projected budget that was released by the Governor and informed the council that he has spoken with State Superintendent on upcoming goals and key changes

within the budget. Mr. Turner looks forward to working with the Town Manager on the budget over the course of the next four months.

Lastly, Mr. Turner spoke about the first newsletter publication the school system has mailed out to keep the citizens and stake holders without children informed about the school system.

### **Westmoreland County Supervisor**

Mr. Roberson informs council that the Enterprise Zone was approved for several more years.

Ms. Schick inquired about having a presentation and who should be contacted to do so for updates regarding the Enterprise Zone.

Mr. Roberson said that Jerry Davis from Northern Neck Planning District should be able to assist with planning a presentation.

Mr. Roberson then told council that he reminded the Board of Supervisors that another crew was needed at the Oak Grove Rescue Squad and other squads within the County would be adding crews. This area needs better coverage.

Mr. Roberson then moved on to say that the Communication Radio Tower should be active by late January.

### **Planning Commission**

Ms. McCabe noted that the December 19, 2020 Planning Commission meeting was cancelled.

The Planning Commission has been working twice a month for the last two to three years to complete the Comp Plan. They have finished the Action Plan and used the format passed by the Planning Commission in January 2018. They have sought help from the Northern Neck to help on areas in the Comp Plan that they have questions on and find a solution.

Planning Commission is finalizing the Landscape Ordinance and Sign Ordinance and should have ready to present to council by March.

Ms. McCabe finishes by wishing everyone a Merry Christmas.

### **Downtown Colonial Beach**

Ms. Reihmerr reported that they have kicked off the fundraising campaign for the National District Cost Sharing Grant Match and it is going well.

Investigation has started on the Main Street Affiliates Grant application with an award of \$7,000.00 to Downtown Planning and Marketing. The committee is hopeful to involve Councilwoman Schick.

Ms. Reimerr shared that they have tried to bolster shopping in Downtown by posting pictures on their Facebook page of unique gifts found in businesses around Downtown Colonial Beach.

Save the Date notices have been distributed for the Osprey Fest on April 18<sup>th</sup>.

Mayor Blunt had a question concerning Colonial Ave Revitalization and if hanging plants could be a temporary option for beautification.

Ms. Reimerr said that early on there was a strong desire for hanging plants and they had looked in to grants to create jobs for people with disabilities that would water the plants on Colonial Ave and the trees at Torrey Smith Park.

Ms. Schick and Ms. McCabe discussed if Colonial Ave beautification process was approved in last year's Capital Improvement Plan and concluded it was listed as a need but not funded.

### **Chamber of Commerce**

Ms. Susan Mack reported on the Chamber of Commerce's sponsored events from late October through to December.

Bike Fest had a slight loss of money this year and the Chamber of Commerce Board of Directors and the Bike Fest Committee are going to be deliberate and detailed in planning and decision making for the 7<sup>th</sup> annual Bike Fest in 2020.

The Chamber of Commerce and Colonial Beach Community Foundation joint hosted a candidate forum that was well attended on October 23.

The Winter Fest and Santa's Wonderland held on December 7<sup>th</sup> had increased attendance from the previous years.

Chamber of Commerce hosted a holiday dinner that included a business meeting and Board Elections on December 11<sup>th</sup> that was well attended with members and guest.

The December Art Walk highlighted the high school artwork.

Ms. Mack informed the council that Chamber of Commerce has been meeting with NGO's throughout Colonial Beach to discuss joint projects towards revitalization, events and volunteer tracking.

Ms. Mack encouraged council and staff to attend a Northern Neck Tour in January 2020.

Ms. Mack concluded with thanking the Town Council and Town Hall for their continued support.

### **Colonial Beach Community Foundation**

Mr. Eric Nelson informed council that Dr. Peter Fahrney has been able to step down after 15 years of being President of Colonial Beach Community Foundation since its creation.

Mr. Nelson announced that he was President of the Colonial Beach Community Foundation.

Mr. Nelson stated that he would be stepping down from CB Greenspace and that Steve Kennedy is the new President of CB Greenspace.

Mr. Nelson expressed the intention of the CBCF is to support other NGO's that support the Foundation's Mission.

### **Colonial Beach Recreation Association**

No comments.

### **New Business**

#### **RESOLUTION #49-19, Amends Resolution #01-19, Establishment of dates and times for Regular Town Council Meetings**

Mayor Blunt summarized that the January date needed to be rescheduled.

#### **Motion to Adopt**

Mr. Leamon made a motion to adopt Resolution #49-19. Mr. Ey seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Alger voted "aye," Mr. Ey voted "aye," Mr. Leamon voted "aye," Ms. Roberson voted "aye," Ms. Schick voted "aye," and Mayor Blunt voted "aye."

*The motion to adopt Resolution #49-19 as written passed with a unanimous vote of council members present.*

#### **Resolution #49-19, Amends Resolution #01-19, Establishment of dates and times for regular Town Council meetings**

WHEREAS, Section 15.2-1416 of the Code of Virginia requires that the Town Council establish its regular meeting schedule by resolution.

NOW THEREFORE BE IT RESOLVED that the date for the January regular Town Council meeting be amended and changed as highlighted below.

NOW THEREFORE BE IT FURTHER RESOLVED, that the following dates, as amended, have been established for the Town Council Regular Meetings:

Wednesday	February 20, 2019	6:00 p.m.
Wednesday	March 20, 2019	6:00 p.m.
Wednesday	April 17, 2019	6:00 p.m.
Wednesday	May 15, 2019	6:00 p.m.
Wednesday	June 19, 2019	6:00 p.m.
Wednesday	July 17, 2019	6:00 p.m.
Wednesday	August 21, 2019	6:00 p.m.
Wednesday	September 18, 2019	6:00 p.m.
Wednesday	October 16, 2019	6:00 p.m.
Wednesday	November 20, 2019	6:00 p.m.
Wednesday	December 18, 2019	6:00 p.m.
Wednesday	January 29, 2020	6:00 p.m.

BE IT FURTHER RESOLVED, that, unless otherwise determined, all meetings shall be held in the Colonial Beach Town Center, 22 Washington Avenue, Colonial Beach, Virginia.

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**RESOLUTION #50-19, Amends Resolution #02-20, Establishment of dates and times for Town Council Work Sessions**

Mayor Blunt summarized that the January date need to be rescheduled.

**Motion to Adopt**

Mr. Leamon made a motion to adopt Resolution #50-19. Mr. Ey seconded the motion.

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

***The motion to amend Resolution #50-19 passed with a unanimous vote of council members present.***

**Resolution #50-19, Amends Resolution #02-19, Establishment of dates and times for Town Council Work Sessions**

**WHEREAS**, Section 15.2-1416 of the Code of Virginia requires that the Town Council establish its meeting schedule by resolution.

**NOW THEREFORE BE IT RESOLVED** that the date for the January regular Town Council work session be amended and changed as highlighted below.

**NOW THEREFORE BE IT FURTHER RESOLVED**, that the following dates, as amended, have been established for the Town Council Work Sessions:

Wednesday	February 6, 2019	6:00 p.m.
Wednesday	March 6, 2019	6:00 p.m.
Wednesday	April 3, 2019	6:00 p.m.
Wednesday	May 1, 2019	6:00 p.m.
Wednesday	June 5, 2019	6:00 p.m.
Wednesday	July 3, 2019	6:00 p.m.
Wednesday	August 7, 2019	6:00 p.m.
Wednesday	September 4, 2019	6:00 p.m.
Wednesday	October 2, 2019	6:00 p.m.
Wednesday	November 6, 2019	6:00 p.m.
Wednesday	December 4, 2019	6:00 p.m.
Saturday	January 25, 2020	8:00 a.m. – 12:00 p.m.

**BE IT FURTHER RESOLVED**, that, unless otherwise determined, all meetings shall be held in the Colonial Beach Town Center, 22 Washington Avenue, Colonial Beach, Virginia.

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**Citizen Input**

Suzie Peitras, Monroe Bay Ave Ms. Pietras requested to address two topics.

First, Ms. Peitras addressed the areas in the boardwalk that are trip hazards and difficult for wheelchairs to cross over.

Mr. Murphy verified the location of the boardwalk that needed repair.

Second, Ms. Pietras then asked if there were any plans for the audit to be released before December 31, the required cut off date under state code.

Mr. Robertson informed that the auditors were hard at work and the audit should be ready to present by late January.

Mr. Cornwell confirmed that it was a state code requirement but did not have knowledge of a penalty. Auditors are aware and taking care of it on their end.

Walter Kern, The Meadows Mr. Kern spoke about the idea of the Town of Colonial Beach's population rising to qualify to become a city. Westmoreland County does not give credit to Colonial Beach when it does well. He looks forward to the new county representative giving Colonial Beach the Credit.

Mr. Kern wished everyone a good and safe holiday.

Timothy Trivett, County Supervisor, Elect Mr. Trivett discussed that there will be a new rescue squad added in Oak Grove and believes it belongs in Colonial Beach. The response times to emergency calls are rising in Colonial Beach and believes the new rescue squad being located here will reduce response times.

Mayor Blunt informed there use to be a rescue squad housed with CBVRS and there was some friction that caused them to leave. He would love to have them back and hopefully cooler heads will prevail this time. The peak responses times need to improve. He assured Mr. Trivett that the Town Council and Town Staff will give the support needed to Mr. Trivett to achieve this goal.

### **Closed Meeting**

Mr. Leamon made a motion to go into Closed Meeting pursuant to VA Code 2.2-3711 (A)(1) for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. AND (2) pursuant to VA Code 2.2-3711 (A)(3) consideration of the acquisition of real property for a public purpose or of the disposition of publicly held real property, where the discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. AND (3) pursuant to VA Code 2.2-3711 (A)(7) consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation. AND (4) pursuant to VA Code 2.2-3711 (A)(8) consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Ms. Roberson seconded the motion.

Mayor Blunt called for a roll call vote. Mr. Alger voted "aye," Mr. Ey voted "aye," Mr. Leamon voted "aye," Ms. Roberson voted "aye," Ms. Schick voted "aye," and Mayor Blunt voted "aye."

***The motion to go into closed session passed with a unanimous vote of council members present.***

At 7:47 P.M.

### **Certification/Reconvene**

At 8:48 p.m. Mayor Blunt reconvened the meeting.

Mr. Leamon made a motion that Council certify that only those matters as were identified in the motion to go into closed meeting were hear, discussed or considered. Me. Ey seconded the motion.

Mr. Alger, Mr. Ey, Mr. Leamon, Ms. Roberson, Ms. Schick and Mayor Blunt all certified.

***All council members present certified that only those matters as were identified were heard, discussed or considered during Closed Meeting.***

Mr. Cornwell summarized that Town Council authorized him to collect debts that are owed to the Town of Colonial Beach as given to him by staff.

### **Adjournment/Recess**

Mr. Leamon made a motion to adjourn. Mr. Ey seconded the motion.

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

***At 9:05 p.m. Mayor Blunt adjourned the meeting.***

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Kathleen Flanagan, Town Clerk

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Heather Oliver, Assistant Town Clerk