



**Minutes of the
Colonial Beach Town Council
Work Session held on
Wednesday, September 4, 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
Patrick Ey, Council Member
Dallas Leamon, Council Member
Vicki Roberson, Council Member

Absent

Council member Steve Cirbee was absent

Also Present

Town Manager, Quinn Robertson
Town Clerk, Kathleen Flanagan
Town Attorney, Jim Cornwell
Deputy Town Manager, Rob Murphy
CFO, Colleen Teal
Chief of Police, Bruce Hough
Planning and Zoning Director, Richard Douglas

Call to Order

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

Roll Call of Members

Mayor Blunt noted that all Council Members were present with the exception of Mr. Cirbee.

Additions to the Agenda

Mr. Alger made a motion to add a Discussion on Signage Request on Town Property, under New Business on the agenda. Ms. Schick 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 Discussion of Signage Request on Town Property was added to the agenda.

Approval of the Agenda

Mr. Leamon made a motion to approve the agenda as written. Ms. Schick 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 as written passed with a unanimous vote of council members present.

Presentations

There were no presentations.

Unfinished Business

There was no unfinished business.

New Business

Resolution #39-19, Amends the “no later than” Closing Date Set Forth in Resolution #28-19, the Sale of a Portion of Right of Way, Riverview Circle

Mayor Blunt noted that this resolution amends the “no later than” date for closing on a sale that was supposed to close on July 19, 2019. The closing did not occur due to turn over in the planning and zoning office and the date is amended to no later than October 31, 2019.

Mr. Leamon made a motion to approve resolution #39-19 as written. 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 Resolution #39-19 as written passed with a unanimous vote of council members present.

Discussion of School request for surplus funds in FY 2017-2018

Mr. Turner stated the school returned to the Town the sum of approximately \$350,000 at the end of the fiscal year 2017-2018. This amount was confirmed during the audit. During this time, the State Superintendent and Governor Northam provided guidance on being able to have a conversation with the locality to access those funds.

Mr. Turner noted that he wants to come before council and have a conversation on how to begin a Capital Improvement Fund for the school. This fund would cause the spending to be conservative and would need approval to be appropriated.

Mayor Blunt responded that it sounds like starting a savings account with unspent funds for future needs.

Mr. Turner stated that this plan would minimize spending and maximize the dollar for the needs of the student. This fund with the approval of the council would show fiscal responsibility.

Mr. Alger asked Mr. Turner if he had the list of the capital improvements with the school bus and HVAC system.

Mr. Turner responded that he presented in March and that he can access it again to present to council.

Mr. Alger questioned if there were any new needs.

Mr. Turner noted that the HVAC system is a priority, it experienced faults during the summer.

Mr. Leamon asked Mr. Turner if he had been contacted by Dominion Power about the Electric buses and the process of obtaining one.

Mr. Turner notified council that he has reached out and established a point of contact.

Ms. Schick stated there are parts of the draft resolution that need to be amended.

Mr. Turner stated that he agreed with the criticism and wanted the draft resolution presented to be transparent.

Mayor Blunt noted that he appreciated the level of professionalism from Mr. Turner and that it is refreshing.

Discussion of disposition of “Yacht Club” monies

Ms. Teal stated the return on the CD was not significant, so the funds were shifted to a savings account. Different options are being evaluated with the financial institutions in Town. Once the options are identified with a better return, they will be presented to council and money can be moved to the chosen option.

Ms. Schick requested what the timeline was to get options to choose from.

Ms. Teal noted she is hopeful to have the options resolved by the next work session.

Mr. Alger stated there was a typo in the memo presented to council.

Mayor Blunt suggested to reach out to brokerage firms.

Ms. Teal reported that some of the relationships that are being discussed depends on VML.

Initial discussion of current tree replacement requirement

Mayor Blunt explained the thought process behind addressing the tree replacement requirements.

Mayor Blunt noted that he has personally been through the process and would like to see some changes and to include Crape Myrtles.

Ms. Schick noted that any changes within the ordinance could not interfere with the Chesapeake Bay Preservation Act. The revision of this section would require the planning commission to be involved.

Ms. Schick stated Article 24 has a table of native species of plants. There is a document from 2015 the planning commission drafted that addressed amending this section that was never adopted by council.

Ms. Schick noted she would love to see that document resurrected. At the time of the document they had two landscape architects on the planning commission working on the amendment.

Ms. Schick stated that she agreed that Crape Myrtles should be added as an approved plant.

Mayor Blunt requested that the Town Clerk or the Planning Commission locate the document from 2015.

Mr. Cornwell stated there are jurisdictions that allow for shrubbery to replace trees.

Ms. Schick noted that she believed the revised version has the wording to use shrubbery.

Mr. Douglas stated the amended ordinance is going to improve the construction footprint by limiting the removal of trees.

Initial discussion of smoking on municipal properties (i.e., Torrey Smith, Robin Grove, Beaches, Eleanor Park) and Straws

Mayor Blunt noted that without intent to outlaw, he would like to see a “Please No Smoking” sign put up at the parks and beaches.

Mayor Blunt further noted that he would like to convince more restaurants to switch from plastic straws.

Ms. Pietras requested to have a conversation if possible, after the meeting with the Mayor about the plastic straws. The banning affects the citizens with disabilities.

Mayor Blunt agreed to have the conversation.

Initial discussion of initiating a build-out of the numbered streets

Mr. Robertson reported that after 12 months of informal meetings, a build out between Riverside Meadows and Classic Shores is in the works. The economy has provided the opportunity to look at planning and courses of action.

Mayor Blunt further reported the Lennar Group has approached the Town again about their property. A meeting has been scheduled. The town has potential for significant change.

Mayor Blunt further reported on the Lennar groups plan to build subdivision and a hopeful partnership with YMCA. This opportunity would create employment for local contractors.

Ms. Schick recommended creating a subcommittee to oversee the development of the build out. The subcommittee would review the concept drawing, plan of action for water and sewer.

Mayor Blunt reported the new hire in Planning and Zoning. The new employee has a master's in planning. It is a great time to move ahead with all the talent in Town Hall.

Ms. Schick stated the subcommittee should have 5 members.

Mayor Blunt agreed and recommended 1 from Planning Commission, 2 from Planning and Zoning, 1 from Public Works and 1 from Chamber of Commerce.

Discussion of the Signage Request on Town Property

Mr. Leamon reported that WWER 88.1 approached community members and wanted a sign or two on the side of the road. These signs would say "Welcome to Colonial Beach, Home of WWER 88.1). It would be privately funded and no cost to the town.

Mr. Leamon recommended for the sign to be placed near the road to public works and on 205 across from the shopping center.

Mr. Leamon stated that he brought this to council because he is not in the position to tell WWER where to place a sign.

Mr. Leamon further stated it would be nice to have something like what WWER wants to do.

Mayor Blunt noted it would be worth looking into a joint effort with WWER about wrapping the water tower.

Mr. Leamon stated WWER was looking into something minimal and close to what is on the signs already on 205.

Mr. Leamon further noted he would mention the idea to the Colonial Beach Foundation.

Status Items

Plaza Update

Mr. Murphy reported there was a meeting this morning with the development preconstruction team. An agreement was signed with the team, pending Mr. Robertson's signature and proof of insurance.

Mr. Murphy further reported the work on the plaza could start as early as month.

Mayor Blunt stated that after 7 years the town will finally get the plaza and the boardwalk. This is great news for the town.

Real Estate

Mr. Robertson reported earlier this week and throughout the month they have been drafting the RFP for Real Estate Brokers. The RFP is ready for publishing.

Mr. Robertson further reported there should be a broker selected and properties primed and ready for the upcoming season for sale of the properties.

Mayor Blunt suggested if Mr. Robertson did not hear from any council members by the close of business tomorrow, to move forward with the RFP.

Memorial Commission

Mr. Ey reported he has spoken with a few people and is receiving a list of recommendations from Dr. Fahrney. The recommended members should be presented soon to council.

Town Council Priority List and Grant Opportunities

Mr. Ey reported he had a short 5-hour meeting with the Director of Parks and Recreation of Caroline County. The Director was able to provide guidance and provide information on how to get the program started.

Mr. Ey further reported he has been in contact with YMCA and other facilities throughout town. There is a way to go before Colonial Beach is able to have an established Parks and Recreation Department. Once it is established it will provide opportunity to citizens for employment during events and sports.

Mr. Leamon noted the council starts of with a bang at the organizational meetings Town Hall and staff do a good job on finding grants and making sure to apply for them.

Mr. Leamon further noted he would like to see things stay on the radar and not go months without moving forward on an item. Keep things on the radar.

Mayor Blunt stated sometimes its good to let things wait and uses the school and the \$350, 000 as an example.

Ms. Schick requested to have the priority list placed in the meeting binders.

Citizen Input

Walter Kern, The Meadows spoke about the history of the Yacht Club Monies and how the original amount was invested.

Mr. Kern noted that he thought the Kindness signs build the community and make Colonial Beach unique.

Mr. Kern further noted he wanted to say Thank you and there was nothing better than telling someone thank you for everything they do.

Gabrielle C. 332 4th Street noted she has lived in Colonial Beach on the number street since March 2018. She agreed with the sub committee for the build out and thought it would be a good idea to include someone from the neighborhood.

Ms. C stated people from the neighborhood would have the intel and what would be needed in the build out.

Ms. C recommended to add language on the water bill to inform people of what is happening in town hall, for example the water bill increase. Maybe a notice for new residents of where Town Hall is and what services are provided.

Ms. C further noted that the community is young and willing to volunteer their time to help the Town of Colonial Beach.

Mayor Blunt suggested to contact the Chamber of Commerce and they would be able to get the people in touch with the NGO's for volunteer opportunities.

Ms. C further stated the school board needs to revisit programs pertaining to children with disabilities.

Mayor Blunt suggested attending a School Board Meeting.

Ms. Roberson asked Ms. C to speak with her after the meeting to discuss the issue.

Adjournment/Recess

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

At 7:28 p.m. Mayor Blunt adjourned the meeting.

Kathleen Flanagan, Town Clerk