



**Minutes of the  
Colonial Beach Town Council  
Work Session held  
Wednesday, September 2, 2020 at 6:00 p.m.**

**Present**

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

**Also Present**

Town Manager, Quinn Robertson  
Town Clerk, Heather Oliver  
CFO, Lisa Okes  
Deputy Town Manager, Rob Murphy  
Interim Zoning Administrator, Kathleen Easley  
Chief of Police, Bruce Hough  
Interim Town Attorney, Vivian Seay Giles

**Call to Order**

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

**Roll Call of Members**

Mayor Blunt noted that all Mr. Steve Cirbee and Mr. Dallas Leamon were absent.

**Approval of the Agenda**

Mr. Ey made a motion to amend the agenda, for the addition of a presentation by Quinn Robertson on the Storm Water issues present in Town. Ms. Roberson seconded the motion. Mayor Blunt called for a roll call vote. Mr. Alger voted "aye," Mr. Ey voted "aye," Ms. Roberson voted "aye," Ms. Schick voted "aye," and Mayor Blunt voted "aye."

***The motion to amend the agenda, adding the topic of Storm Water to be first under presentation passes with a unanimous vote of council members present.***

Mr. Ey made a motion to approve the agenda, as amended. Ms. Roberson seconded the motion.

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

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

## **Presentations**

### **Storm Water, Quinn Robertson**

Mr. Robertson explained the stormwater management issue happening in the town and stated the town is showing signs of Infiltration/Inflow.

Mr. Robertson further explained what exactly infiltration and inflow is and what causes this to happen to the pipes.

Using the Dewberry assessment from 2004, public works was able to address where the current problem area on Colonial Ave. drains. We spend almost over \$500k a year in repairing and maintaining the infrastructure and that does not include the cost of the Wastewater Treatment Plant that is under a \$1.4 million dollar budget.

Public Works devotes 40% of utilizes manpower to operation and maintenance of the sewer system.

Mr. Robertson reported the upcoming plans to mitigate the problem at hand and the funding that will be acquired to address the problem that would not include a raise on rates.

Some of these things are procuring a device that will map the pipes and alert the operator of a leak within an inch, which would save labor cost. Grants are being pursued by Mr. Murphy to assist the cost of the repairs within the sewer system.

Mayor Blunt asked if public works actually used fernco fittings to put two pipes back together to go back in the ground.

Mr. Murphy replied that they do use Fernco fittings when they have two pieces of bald pipe, they are used and approved

Mayor Blunt asked if public works is using dye testing.

Mr. Murphy replied they do use dye to identify the travel path in the sewer system and they also conduct smoke testing to identify where the intrusion points are located.

Mayor Blunt stated we lean heavily on Dewberry when finding help because they have all the information on the sewer system from previous years.

Ms. Schick asked if they should bring in RAFT to see if they can assist in the matter.

Mr. Robertson replied the town could reach out to RAFT.

Michael Fitzpatrick, Wirt Street stated he appreciated the town reaching out to the town and informing its citizens of the issues and its plans.

Mayor Blunt thanked Mr. Robertson for the presentation and Mr. Fitzpatrick for his kind words.

### **Colonial Beach Artist's Guild**

Mayor Blunt mentioned the beautiful art that has been hanging on the walls around town center.

Joyce Reid noted the hours the art show is open and what the people behind the show represent.

### **Colonial Beach Public Schools, Mr. Turner**

Mr. Turner reported on the CARES funds received by the school from the state. The expenses so far may exhaust those funds before the school year. He provided a list of items that have been purchased by the school in regard to assisting with preventative measures to COVID.

Mr. Turner further reported the school system was seeking additional funding from the town, due to funds being exhausted from the money that was granted to assist with COVID expenses.

Mayor Blunt suggested a joint meeting some with the school board to get more in depth with grants and expenses related to COVID.

### **Finance Report, Lisa Okes**

Ms. Okes presented a preliminary fiscal year-end report as of June 30,2020. The town did experience a loss this year around \$100,000 in the general fund. We were financially strong before COVID because of the hard work from Town Council and the Town Manager in the previous two years. Due to that the loss was not as large as it could have been. Monies have been received for the Pedestrian Plaza and could be accrued into the FY 2020 budget. In the sewer and water funds we showed a gain, in sewer \$685,540 and water was \$492,034. The Town has accomplished to be able to put the gained funds in reserve for repairs and maintenance.

Mayor Blunt stated the Town is required to have a gain of 20% in the water fund which was part of a loan agreement.

Mayor Blunt further stated to have only a \$100,000 loss was amazing in comparison to what the loss could have been due to COVID.

### **New Business**

### **Planning Commission Recommendations, Kathleen Easley & Nathan Howell**

Ms. Easley stated the planning commission was tasked to review two items for Town Council and report their recommendations.

One item was the curb, gutter and sidewalk zoning ordinance in reference to developers. The commission first recommends splitting the ordinance by keeping sidewalks separate from curb and gutters. Curb and gutters are their own and should be incorporated in the town wide storm water management plan.

The recommendation was to remove or suspend the curb, gutter and sidewalk development standards in R1 and R2. Only until a stormwater management plan and a sidewalk master plan are implemented.

The second item tasked to the planning commission was of an RV park and playground at Eleanor Trailer Park. The RV park was undesirable due to the infrastructure not able to support it. Although the comp plan calls for a park on the North End, the playground at Eleanor was thought to have minimal expense and need a site plan for parking and landscape.

Ms. Schick asked about bonds that were required to be paid by builders under the sidewalk ordinance.

Mr. Robertson replied that he believes that the bonds will most likely be released, it is something that will need further review with legal counsel.

(Multiple Discussions)

Mr. Howell stated curb and gutters requires more knowledge of the engineering aspect before the planning commission can understand what to implement as it relates with the stormwater management plan.

(Multiple Discussions)

Mr. Howell added the planning commission will continue to address the curb, gutters and sidewalks under developer standards.

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## **Status Items**

### **Eleanor Park Playground**

Ms. Schick stated the playground at Eleanor Park project is going to be put on hold. Eleanor Park is being sent to the Planning Commission for a plan.

Mr. Ey noted the intent of use for the property needs to be determined. It needs to be determined to be either used as a park with playground, revenue generating venue or sell it.

(Multiple Discussions)

Mayor Blunt noted all points need to be addressed and looked at and determined what will and will not work there and that is why it is getting sent to the planning commission.

## **CARES Act**

Ms. Okes reported the town had received two reimbursements since the last meeting for hazard pay and sanitation.

Mr. Murphy noted that eastside glass had come out and taken some measurements. Later they informed us they didn't want to do the project. We are pursuing an alternate that the county utilized.

Ms. Schick asked if the parks were close to being able to open, has anyone been hired as an attendant.

Mr. Robertson replied that they have not hired anyone yet and have been talking with an agency to help with the process. Applicants are not returning phone calls and we haven't been able to fill any vacancies.

## **Citizen Input**

Lisette Montalvo, Irving Ave noted that she was happy the playground project was stopped, and the citizens should be involved with what happens at Eleanor Park. The citizens need to be included and notified in the changes around town

David Williams, Irving Ave stated he was glad to hear the playground was put on hold and to please not forget about Castlewood Park, it needs improvement. We live here and we care about what happens.

Paige Williams, Irving Ave noted the point is the jewel of Colonial Beach and Castlewood Park needs to be improved and not turned into a parking lot or food court. It is a park that has been enjoyed for generations. I have talked with CB police officers and it is not a safety issue. These changes have made the park ugly and commercialized. Eleanor Park needs to have a master plan that will benefit the town.

Walter Kern, The Meadows stated a solution for parking enforcement by taking it out of the police officer's hands and hire someone to police parking. This will help collection of revenue from those that are not paying for parking and parking in no parking zones.

Sherrri Hutchins, Monroe Bay Ave, stated she would like to see Eleanor Park subdivided because the times have changed, and more people are working from home. People are willing to pay over big money to have a waterfront lot. When she heard the area was in a flood zone, it doesn't make any sense to put a playground at Eleanor Park. Castlewood needs to stay where it is at and be improved and not into a parking lot.

Joyce Gunderson, Bryant Ave asked if volunteers could help with opening the parks.

Mayor Blunt replied it is a liability to have volunteers attend to the parks for them to open due to COVID.

Tim Trivett, County Supervisor reported the EMT sub-station is going in at Oak Grove. Agrees that Castlewood Park needs to stay and improved. He also commented on the way business was

done in reference to the resolution for the playground at Eleanor Park. That is what was most upsetting to the citizens, this is what the citizens have expressed to him.

Mayor Blunt stated he was excited to see the increase of the involvement of the citizens and expressed that the involvement needs to continue, not only when it is about their neighborhood but for the whole town.

### **Closed Meeting**

Mayor Blunt made a motion to go into closed meeting pursuant to Virginia Code Section 2.2-3711 (A)(3), discussion and consideration of the disposition of publicly held real property, where discussion on an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, subjects being sale of two easements to adjacent property owners, sale of town property and sale of delinquent tax property;

AND

Pursuant to Virginia Code Section 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. Nothing in this subdivision shall be construed to the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter; subject being discussion of proposed contract and legal representation for sale of delinquent tax property. Mr. Alger seconded the motion.

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

***At 8:19 p.m. council moved into closed session.***

### **Reconvene**

Mayor Blunt made a motion to reconvene in open session. Ms. Roberson seconded the motion.

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

***At 9:17 p.m. Mayor Blunt reconvened the meeting.***

### **Certification**

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

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

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

### **Adjournment/Recess**

Mr. Ey made a motion to adjourn the meeting. Ms. Roberson seconded the motion.

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

*At 9:18 p.m. Mayor Blunt adjourned the meeting.*

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Heather Oliver, Town Clerk