

## TOWN COUNCIL MEETING

January 22, 2019

The regular meeting of the Montross Town Council was held on Tuesday, January 22, 2019 at 7:30 p.m.

Council Members Present: Terry A. Cosgrove, Jesse R. Ault, Bobby D. Greene,  
Robert L. Barker

Council Members Absent: Joseph P. King, Clinton A. Watson, Jr., Carolyn K. Carlson

Town Manager: Patricia K. Lewis

Water Works Operator:

### REGULAR MEETING

Vice-Mayor Cosgrove called the Council meeting to order at 7:30 p.m.

Vice-Mayor Cosgrove welcomed new Council Member, Robert L. Barker.

### MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

Vice-Mayor Cosgrove asked for a moment of silence. Vice-Mayor Cosgrove then asked Mr. Greene to lead everyone in attendance with the Pledge of Allegiance.

### APPROVAL PRIOR MINUTES

Vice-Mayor Cosgrove asked if there were any additions or corrections to the minutes from the December 18, 2018 regular meeting. Mr. Greene, seconded by Mr. Ault, made a motion to approve the minutes from the December 18, 2018 meeting. The motion was unanimously carried.

Vice-Mayor Cosgrove asked if there were any additions or corrections to the minutes from the December 20, 2018 Joint Meeting with the Westmoreland County Board of Supervisors and the Westmoreland County School Board. Mr. Ault, seconded by Mr. Cosgrove, made a motion to approve the minutes from the December 20, 2018 joint meeting. The motion was unanimously carried.

### APPROVAL FINANCIAL REPORTS

Vice-Mayor Cosgrove asked if there were any additions or corrections to the financial reports for December 31, 2018. Mr. Greene, seconded by Mr. Barker, made a motion to approve the financial reports for December 31, 2018. The motion was unanimously carried.

### TOWN MANAGER REPORT

Mrs. Lewis reported that on December 10, 2018, she met with Michael Norvell, Vice President of Business Development and Marketing for Bay Aging, and Patricia Sanders, Operations Manager for Bay Aging. Mrs. Lewis stated that Mr. Norvell asked to meet with her to discuss a possible location in town for a Bay Aging bus shelter. Mrs. Lewis told Mr. Norvell and Ms. Sanders that the only property the town owned was where the wells are and the property where the water tower is. Mrs. Lewis suggested they schedule a meeting with Norm Risavi to see if (1) if he liked the idea and (2) an ideal place for the shelter to be installed. After talking to Mr. Risavi, he is

amenable to the idea (would need Board approval) and we discussed a couple of locations.

Mrs. Lewis reported that, during that meeting with Mr. Norvell and Ms. Sanders, we also discussed the possibility of renting a trolley from Bay Aging for this year's Christmas Spirit Festival, as well as advertising our First Friday's on their buses.

Mrs. Lewis reported that, in the midst of Dominion's contractors replacing poles, one of our Christmas bells and one of our Christmas stars got damaged. Mrs. Lewis stated that she had been in contact with Jason DeLeCruz with Dominion and sent pictures to him. Dominion is doing an investigation. In talking with Jason, it appears Dominion will replace them if they find they were at fault.

Mrs. Lewis reported that she is in the process of getting information to be able to take credit cards in the office. Jen Dixon, Branch Manager at Peoples Community Bank, had a representative from Heartland contact Mrs. Lewis. If customers want to pay their water bill or real estate taxes, they would have to pay a 3% convenience fee. It will not cost the Town anything.

Mrs. Lewis reported that she has reached out to VDOT to discuss roads and other concerns in the town (potholes that need to be filled, etc) and have sent pictures to them. She stated that she heard back from Mike Parker and was informed that he no longer covers Westmoreland and Montross and that Steve Rouse is now in charge of our area. Mrs. Lewis stated that she sent an email to Steve, but had not heard back. Mrs. Lewis stated that VDOT has been busy with snow removal, but that she would reach out to Mr. Rouse again.

Mrs. Lewis reported that the Christmas ornament created by Mariela Orozco and chosen by Town Council to be sent to the Governor's Mansion was featured in the December 2018 issue of VML's Town and City Magazine. Mrs. Lewis shared the article with Holly Ransone, Ms. Orozco's art teacher. Mr. Ault suggested that it would be nice to have Ms. Orozco attend a Town Council meeting. Mrs. Lewis stated she would invite Ms. Orozco.

#### OLD BUSINESS

Mrs. Lewis provided a summary of the December 1, 2018 Joint Work Session. The summary is attached to these minutes.

Mr. Ault asked if there has been any further discussion regarding the park that was proposed by Darren Lee, who is now an employee of Westmoreland County. Mr. Ault said he knew Norm Risavi wanted to finish the school project before starting anything else. Mr. Ault said it had been discussed asking Mr. Risavi if the County would be amenable to passing some of that project off to the town. Mrs. Lewis stated she would talk with Mr. Risavi about the project. Vice-Mayor Cosgrove said when the presentation was given some years back that there was some level of interest from the Supervisors. Vice-Mayor Cosgrove stated he had hoped the Supervisors would have made some financial commitment to the project.

#### NEW BUSINESS

Jerry Davis, Executive Director for the Northern Neck Planning District Commission, stated that, having been at the Joint Work Session on December 1, 2018, one of the topics of discussion was the need to replace the town's water lines. Mr. Davis stated that an opportunity has come up where the NNPDC is putting together a region wide proposal for GO Virginia funding. Mr. Davis stated the overall proposal is going to address industrial and business sites and building throughout

the region and what can be done to improve their readiness. Another element is to look at infrastructure issues for improvements and capacity to accommodate future growth of areas in the region. Mr. Davis stated that the Montross water lines fit into the proposal idea. Mr. Davis offered as part of the proposal that a Preliminary Engineering Report be done on the Town's water system that would meet the criteria acceptable to future lenders, such as USDA and VDH. Mr. Davis stated that a Preliminary Engineering Report would be required when applying for loans or grants to replace water lines and to check for the right capacity for future growth. Mr. Davis said this would be one project out of a package of projects for the region. Mr. Davis stated that if the Town were to hire an engineer to do a Preliminary Engineering Report, it would cost a minimum of \$25,000.00 to \$30,000.00. With the package he plans to submit to GO Virginia, Mr. Davis believes it can be done for around \$15,000.00. The Town would not have to match the funds. Mr. Davis stated that there is a lot of effort statewide through the Economic Development Partnership to try to create and increase the availability of sites and buildings. Mr. Davis said the NNPDC has proposed a schedule that would have all the work done for the GO Virginia projects by the end of the end of the calendar year.

Mr. Ault, seconded by Mr. Barker, made a motion to authorize the inclusion of the Preliminary Engineering Report for the Town's water system in the GO Virginia application being submitted by the Northern Neck Planning District Commission. The motion unanimously carried.

Vice-Mayor Cosgrove stated that, at the joint meeting with the Westmoreland County Board of Supervisors and Westmoreland County School Board, Town Council had agreed to pay for half of the engineering fees for the interconnection of the water lines to provide fire suppression for the new high school. Mr. Greene, seconded by Mr. Ault, made a motion to transfer \$25,000.00 from the Water CD to the General Fund to pay for the engineering fees. Vice-Mayor Cosgrove asked for a roll call vote: Mr. Ault, aye; Mr. Greene, aye; Mr. Barker, aye; Vice-Mayor Cosgrove, aye. The motion was unanimously carried.

#### COUNCIL MEMBER COMMENTS

Vice-Mayor Cosgrove stated that there was a broadcast on social media regarding a meeting to discuss the First Friday's. The meeting is scheduled for January 24, 2019 at 6:30 p.m. at The Art of Coffee.

#### PUBLIC COMMENTS

There were no public comments.

There being no further business, the meeting was adjourned at 8:15 p.m.

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Patricia K. Lewis  
Town Manager

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Terry A. Cosgrove  
Vice-Mayor