

The Town of Washington

"THE FIRST WASHINGTON OF ALL"

August 10, 2020

7:00 p.m.

APPROVED Minutes

- CALL TO ORDER: Mayor Fred Catlin opened the meeting at 7:00 p.m. Council members Mary Ann Kuhn, Patrick O'Connell, Brad Schneider, Gail Swift and Joe Whited were present with Joan Platt absent. Town Attorney John Bennett and Town Clerk Barbara Batson were present.
- APPROVAL OF THE AGENDA: Mayor Catlin requested item c) fireworks display, be removed from the agenda until the Council had time to gather more information

Mayor Catlin motioned the amended agenda be approved. Mr. Schneider seconded and a roll call vote was taken to approve the agenda:

Ms. Kuhn voted "yes"

Mr. O'Connell voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

And the motion passed 6-0 with Ms. Platt absent.

- MINUTES: Mayor Catlin requested a change under item b) Discussion of monument /memorial in Town. He requested the first sentence be changed from "Mayor Catlin reported he received three letters" to he received two letters.

Mr. Whited motioned to accept the amended minutes and Ms. Kuhn seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"

Mr. O'Connell voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

And the motion passed 6-0 with Ms. Platt absent.

- REPORTS:

Mayor's Report: Mayor Catlin reported the United States Postal Service is in the process of giving its final approval. There is one final approval needed from VDOT which is currently under review. He thanked everyone for their patience and sympathized with the residents of both Sperryville and the Town of Washington. At this time he did not have a date when the construction would begin. He also welcomed the Food Pantry back to the Town and thanked all the volunteers who work with the Pantry.

Treasurer's Report: Ms. Swift reported there were two changes to the Treasurer's report. The YTD income for the General Account should be changed to \$35,783.40 and the YTD income for the Wastewater Account should be changed to \$8,530.01

Ms. Swift and Mr. Schneider recommended the Town Council (TC) schedule a time to inspect the wastewater treatment plant so the TC can have a better understanding of the system.

Mr. Schneider is working with ESS to come up with a solution for the \$24,890.00 proposal from CROM to install safety equipment on top of the tank. He thinks he has a solution that would reduce the cost to install proper safety measures. He also reported he is working to see if there is a way to reduce the cost of our sludge removal.

Mr. Whited made a motion to accept the treasurer's report and approve the bills to be paid and Mayor Catlin seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"

Mr. O'Connell voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

And the motion passed 6-0 with Ms. Platt absent.

Planning Commission Report: Caroline Anstey reported the Planning Commission did not meet in July. It is scheduled to meet on August 24.

Architectural Review Board Report: The Architectural Review Board did not meet in July.

Town Attorney: Mr. Bennett asked the TC to consider the Resolution to the Virginia Department of Transportation (VDOT) in Lieu of a Guarantee or Bond for the United States Postal Service Project.

Mayor Catlin made a motion to approve the resolution and Ms. Swift seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"

Mr. O'Connell voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

And the motion passed 6-0 with Ms. Platt absent.

- OLD BUSINESS: There was no old business.
- NEW BUSINESS:

- (a) Announcement of Planning Commission Vacancy: Mayor Catlin reported that Ms. Swift resigned from the Planning Commission and there is now a vacancy. He said interested applicants can submit a letter of interest to the Town Clerk by September 1.
- (b) Appointment of Freedom of Information Act (FOIA) Officer: Mayor Catlin reported there currently is not an appointed FOIA Officer. He recommended that John Bennett be name FOIA Officer.

Mayor Catlin made a motion to appoint John Bennett as the FOIA Officer and Ms. Swift seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"	Mr. O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mr. Whited voted "yes"	Mayor Catlin voted "yes"

And the motion passed 6-0 with Ms. Platt absent.

- (c) Drought Restrictions Protocol: Mayor Catlin reported the Town doesn't have a protocol to issue drought restrictions. Ms. Swift recommended a committee be formed to determine what processes are in place for local entities. Mr. O'Connell volunteered to lead the committee. Mr. Schneider stated he was investigating prior year's records to determine the amount of backwash being reported. Mayor Catlin suggested anyone interested in serving on the committee contact the Town Clerk and she would provide that information to Mr. O'Connell.
- (d) CARES Act: Ms. Swift reported there was funding available from the State of Virginia under the CARES Act to pay for expenses related to COVID-19. She reported purchases were already made within the Mayor's approval limit. Mayor Catlin asked if approval was needed to spend the additional monies under the CARES Act. Ms. Swift responded that TC should wait to approve additional expenditures as needs were identified.

PUBLIC COMMENT: At 7:28 p.m. Mayor Catlin opened the meeting for public comment. Nancy Buntin asked if the Town still sold water to outside tanker services. She recommended the committee discussing water restriction protocols consider suspending that service during drought times. She also suggested reading an article in the Washington Post about asymptomatic COVID-19 patients.

Judy DeSarno asked how the agenda for TC meetings was determined. Mayor Catlin responded he gets input from as many TC members as he can prior to setting the draft agenda. He also said his goal is to encourage transparency and welcomes any resident to contact him or the Town Clerk if they would like something to be considered on the agenda. Mr. Whited suggested that changes to the agenda be reported as early as possible to ensure potential attendees are aware of the revisions.

ADJOURNMENT: At 7:32 p.m. Mr. Whited made a motion to adjourn the meeting and Ms. Swift seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"
Mr. Schneider voted "yes"
Mr. Whited voted "yes"

Mr. O'Connell voted "yes"
Ms. Swift voted "yes"
Mayor Catlin voted "yes"

And the motion passed 6-0 with Ms. Platt absent.

NEXT REGULARLY SCHEDULED MEETING OF THE TOWN COUNCIL IS September 14, 2020.

Barbara Batson, Town Clerk

Attachments:

Treasurer's Report

Bills to be paid