

The Town of Washington

"THE FIRST WASHINGTON OF ALL"

September 14, 2020

7:00 p.m.

APPROVED Minutes

- CALL TO ORDER: Mayor Fred Catlin opened the meeting at 7:03 p.m. Council members Mary Ann Kuhn, Patrick O'Connell, Brad Schneider Gail Swift and Joe Whited (arrived at 7:12 p.m.) were present with Joan Platt attending electronically.. Town Attorney John Bennett was absent and Town Clerk Barbara Batson was present.

- APPROVAL OF THE AGENDA: Ms. Swift requested item c) water and wastewater expenses be added under New Business.

Ms. Swift 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"

Ms. Platt voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mayor Catlin voted "yes"

And the motion passed 6-0 with Mr. Whited absent.

- MINUTES: Ms. Swift motioned to accept the minutes and Ms. Kuhn seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"

Mr. O'Connell voted "yes"

Ms. Platt voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mayor Catlin voted "yes"

And the motion passed 6-0 with Mr. Whited absent.

- REPORTS:

Mayor's Report: Mayor Catlin reported all approvals have been completed for the new post office building. The contractor has signed a subcontractor to do the site work and bulldozers will start next week. He also reported he is serving on the planning committee for Rappahannock's annual Christmas in Little Washington scheduled for December 6, 2020 which will embrace all the villages but will be different due to the COVID-19 pandemic. He will share more information at the next Town Council (TC) meeting.

Treasurer's Report: Ms. Swift reported that it was nice to see local businesses reopening and more visitors in Town. She explained that expenses for Rappahannock Electric were high due to billing issues for the last three months.

Mr. Whited arrived at 7:12 p.m.

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

Ms. Kuhn voted "yes"	Mr. O'Connell voted "yes"
Ms. Platt voted "yes"	Mr. Schneider voted "yes"
Ms. Swift voted "yes"	Mr. Whited voted "yes"
Mayor Catlin voted "yes"	
And the motion passed 7-0.	

Planning Commission Report: There was no report from the Planning Commission.

Architectural Review Board Report: Drew Mitchell reported that two applications were considered at the September 9, 2020 meeting and both were approved.

Town Attorney: There was no report from the Town Attorney.

- OLD BUSINESS:

- (a) CARES Act Funding: Ms. Swift reported approximately \$16,000 is available to the Town from the CARES Act to spend on COVID-19 related items. Ms. Swift and Ms. Kuhn have been working on a list of items to help the Town deal safely with the COVID-19 pandemic. She also reported that Mr. Paul Reisler met with her to develop a plan for a new sound system. Mr. Reisler facilitated a call with Sweetwater to determine the Town's needs. An iPad will run the sound system and Ms. Batson will train an individual on the ARB and Planning Commission to use the system. Ms. Swift encouraged Council members to reach out to her if they have any suggestions for items needed. She would like to tell the County after the October meeting what total of unused funds the Town is returning to the County.

Ms. Swift made a motion to approve spending up to \$13,000 in CARES Act related purchases and Mr. Schneider seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"	Mr. O'Connell voted "yes"
Ms. Platt "abstained"	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 abstaining.	

(b) Planning Commission vacancy: Mayor Catlin reported that no applications were submitted for the vacancy on the Planning Commission. The date for submission has been extended to October 1, 2020. He welcomes anyone who may be interested to apply with the Town Clerk.

- NEW BUSINESS:

(a) State of emergency guidelines: Mayor Catlin reported that some jurisdictions have decided to follow their own guidelines during the COVID-19 pandemic. He suggested the town follow the Commonwealth of Virginia guidelines and any changes would need to be made via a TC vote.

Mayor Catlin made a motion to follow State guidelines related to the COVID-19 pandemic and Ms. Swift seconded and a roll call vote was taken:

Ms. Kuhn voted “yes”

Mr. O’Connell voted “yes”

Ms. Platt “yes”

Mr. Schneider voted “yes”

Ms. Swift voted “yes”

Mr. Whited voted “yes”

Mayor Catlin voted “yes”

And the motion passed 7-0.

(b) Reschedule October 12, 2020 Town Council meeting: Mayor Catlin reported the next TC meeting scheduled for October 12, 2020 falls on a State holiday. He asked the Council if they would like to reschedule the meeting. After discussion the Council decided not to reschedule the meeting.

(c) Water and wastewater expenses: Mr. Schneider reported there are four grinder pumps that need to be repaired. The approximate costs are \$500 to repair pump 1; \$1500 to repair pump 2; \$1700 to repair pump 3; \$2000 to repair pump 4 and \$2500 for a new pump. Mr. Schneider discussed with Cody Hoehna from ESS a plan to repair pumps 1 and 2 and then purchase two new pumps to replace pumps 3 and 4. The new pumps will have a three year warranty and ESS will salvage what parts possible from pumps 3 and 4 to use as spares in the future.

Mayor Catlin asked where the four grinder pots were located and Mr. Schneider replied they were at four separate residences. Mayor Catlin asked if the town budgeted replacing these four and other pumps in the future. Mr. Schneider replied there isn’t currently a forecast for these replacements. He shared that he has requested ESS provide him with an inventory of the age of the Town’s current grinder pot pumps. Ms. Kuhn asked what the typical lifespan is of the pumps and Mr. Schneider replied it depended on the level of usage and the materials going into the grinder pot. Ms. Kuhn asked how many pumps have been replaced to-date but Mr. Schneider did not have that information available. Mayor Catlin suggested pump replacement should be a line item on the next wastewater budget and Mr. Schneider agreed. Mr. Whited asked if ESS could provide an inventory of the existing pumps ages prior to the next budget session.

Ms. Swift reported the water meter needs to be replaced at the old bank building on Gay Street. When the construction crew has the area already excavated for a sewer hookup to the building,

Country Water will replace the water meter. This will save the Town the cost of Country Water doing the excavation. Mr. Whited requested Ms. Batson to find out when the current water meters were installed.

Ms. Swift made a motion to approve repairing pumps 1 and 2, replacing pumps 3 and 4 and replacing the water meter, all in the ballpark of \$11,000. Mr. Schneider seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"	Mr. O'Connell voted "yes"
Ms. Platt "yes"	Mr. Schneider voted "yes"
Ms. Swift voted "yes"	Mr. Whited voted "yes"
Mayor Catlin voted "yes"	
And the motion passed 7-0.	

PUBLIC COMMENT: At 7:41 p.m. Mayor Catlin opened the meeting for public comment.

Nancy Buntin said ESS used to inspect grinder pots regularly and wondered if they still do. Mr. Whited replied the Town would look into their procedures. She also expressed she and her mother have enjoyed the firework displays that The Inn at Little Washington has been providing lately.

Drew Mitchell asked if the Town was going to do anything for Halloween. Ms. Swift replied that the Town doesn't officially sponsor any activities for Halloween. Mr. Mitchell also thanked Mr. O'Connell for the construction being done to spruce up the old corner store. Mayor Catlin asked Mr. O'Connell if construction was going to restart on the café. Mr. O'Connell replied it would begin next week.

ADJOURNMENT: At 7:47 p.m. Mayor Catlin made a motion to adjourn the meeting and Ms. Swift seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"	Mr. O'Connell voted "yes"
Ms. Platt voted "yes"	Mr. Schneider voted "yes"
Ms. Swift voted "yes"	Mr. Whited voted "yes"
Mayor Catlin voted "yes"	
And the motion passed 7-0.	

NEXT REGULARLY SCHEDULED MEETING OF THE TOWN COUNCIL IS October 12, 2020.

Barbara Batson, Town Clerk

Attachments:
Treasurer's Report
Bills to be paid