

# The Town of Washington

May 9, 2022  
Council Meeting  
APPROVED Agenda  
7:00 p.m.

- CALL TO ORDER Action
- APPROVAL OF THE AGENDA Action
- MINUTES
  - April 11, 2022 Council meeting minutes Action
  - April 16, 2022 Council meeting minutes Action
- REPORTS
  - Mayor's Report: Mayor Catlin Information
  - Treasurer's Report: Ms. Swift Action
  - Town Attorney: Mr. Crim Information
  - Zoning Administrator: Mr. Gyurisin Information
  - Public Works Committee Information
  - Planning Commission Information
  - Architectural Review Board Information
- OLD BUSINESS
  - a) Discussion of the resolution to release funds quarterly Action
  - b) Public hearing for FY 22-23 budget Action
- NEW BUSINESS
  - a) Discussion to increase non-meter water rate Action
  - b) Deadline for Town Council election registration Information
- PUBLIC FORUM
- ADJOURNMENT

NEXT REGULARLY SCHEDULED MEETING OF THE TOWN COUNCIL  
June 13, 2022

# The Town of Washington

"THE FIRST WASHINGTON OF ALL"

May 9, 2022

7:00 p.m.

~~Draft~~ APPROVED Minutes

- CALL TO ORDER: Mayor Fred Catlin opened the meeting at 7:00 p.m. Council members Jean Goodine, Patrick O'Connell, Gail Swift, and Joe Whited were present with Mary Ann Kuhn and Brad Schneider absent. Town Attorney Martin Crim and Town Administrator/Clerk Barbara Batson were present.
- APPROVAL OF THE AGENDA: Ms. Swift made a motion to approve the agenda and Ms. Goodine seconded and a roll call vote was taken:

Ms. Goodine voted "yes"

Mr. O'Connell voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

And the motion passed 5-0 with Ms. Kuhn and Mr. Schneider absent

- MINUTES: Ms. Swift motioned to accept the minutes for April 11 and April 16, 2022 and Ms. Goodine seconded and a roll call vote was taken:

Ms. Goodine voted "yes"

Mr. O'Connell voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

And the motion passed 5-0 with Ms. Kuhn and Mr. Schneider absent

## REPORTS:

Mayor's Report: Mayor Catlin congratulated the Inn at Little Washington for its continued 3-star Michelin Guide rating this year. He also congratulated Patty O's Café for being included in the guide during its first year of operation.

Mayor Catlin shared that the town walking tour brochure is developing under the leadership of Ms. Goodine. Ms. Goodine shared that the text for the brochure is almost complete. The committee is meeting again on Thursday with the expectation of completing the content and to start working on printing. She shared that the brochure will contain information about retail shops along with an historical walking tour of the buildings in town. Ms. Goodine thanked Nancy Buntin for her participation in the project and hopes to have the brochure available soon. Mayor Catlin said that in addition to the printed brochure there will be an online version that will be accessible on a smart phone. He also shared that a note would be going out with the water bills letting residents know about this endeavor and providing information on how to opt-out should

they choose to. He said that the brochure will contain a statement that visitors should not disturb private residences.

He also reported the Rappahannock County Board of Supervisors (BOS) met last week and discussed the town's project of putting in a footpath behind the courthouse. He thanked the BOS for its support of this project. He also thanked Drew Mitchell for allowing the footpath to go along the edge of his property. He is hopeful that Mr. Crim will finish his discussions with the county by this fall so the footpath can be installed before the end of the calendar year. He also shared the BOS had a discussion regarding the courthouse and whether to renovate the existing building or build a new courthouse.

Treasurer's Report: Ms. Swift reminded the council that line 16 of the wastewater's operating expenses includes the two loan payments, which is close to \$200,000.

Ms. Goodine made a motion to approve the bills to be paid and Mr. Whited seconded and a roll call vote was taken:

Ms. Goodine voted "yes"

Mr. O'Connell voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

And the motion passed 5-0 with Ms. Kuhn and Mr. Schneider absent

Town Attorney: Mr. Crim reported he had good conversations separately with Mr. John Foote (attorney representing Black Kettle LLC) and Mr. Art Goff (county attorney) about the boundary line adjustment application. He feels there is a good understanding of the scope of what the county wants and now it's in the hands of the landowner regarding what they are willing to do. Currently the town is a bystander in the process. Mr. Crim asked the council to advertise for a public hearing for the bulk water rate listed on the agenda as item (a) under new business.

Zoning Administrator: Mr. Steve Gyurisin was absent and submitted a written report, attached.

Public Works Committee: Mr. Whited reported new valves were being evaluated to potentially automate a function at the wastewater plant.

Planning Commission (PC): Judy DeSarno reported that the PC is still working on swimming pool recommendations. A request was made to define what ground-level meant. She expects it will be ready to come back to council with two guidelines regarding that a pool cannot be seen from the street and cannot have chlorinated water. The PC is also continuing its review of guidelines regarding solar panels. During their research they found that you cannot ban solar panels according to Virginia state law. The committee is divided on whether solar panels should be visible from the street. She expects the PC to work on an ordinance with Mr. Gyurisin to present to council. The PC did a lot of research on this topic regarding solar panels in an historic district.

Ms. DeSarno also said that the PC's review of the comprehensive plan (CP) has determined that it will need to be updated. The PC is considering asking council for \$15,000 to hire a consultant to help them. They have begun the process of minor updates. Mayor Catlin thanked the PC for

its work on solar panels and pools. He also shared that the Commonwealth of Virginia requires the CP be reviewed every five years and the PC has met that requirement. He suggested that the PC wait to update the CP until after the potential boundary line adjustment has been resolved.

Architectural Review Board (ARB): Mr. Drew Mitchell reported that at the last meeting they had an application from Fawn Evenson about paint color and determined that it wasn't in their purview. The ARB approved an application for an addition for a mud room at 262 Main Street. It also approved an application from Lisa Sneidermann for some minor repair work at the old Tula's building on Gay Street. The board also had informal discussions about work that The Inn at Little Washington wants to do. Formal discussion will happen this week regarding moving an historic cabin at 360 Middle Street. Prior to its May 11 meeting the board will meet with an historic preservationist to discuss recommendations on updating the historic guidelines.

- **OLD BUSINESS:**

- (a) Discussion of the resolution to release funds quarterly: Ms. Swift shared the advice from Mr. Crim that many towns currently release funds quarterly instead of approving bills monthly. If council approves this resolution, it would allow the town to pay vendors quicker. This is especially helpful for the smaller vendors who need prompt payment to cover their costs. She reminded council that multiple signatures will still be needed to issue checks.

Ms. Swift made a motion to advertise for a public hearing on June 13 to consider releasing funds on a quarterly basis and Mr. Whited seconded and a roll call vote was taken:

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

And the motion passed 5-0 with Ms. Kuhn and Mr. Schneider absent

- (b) Public hearing for FY 22-23 budget: Mayor Catlin opened the public hearing at 7:28 p.m. There were no public comments and Mayor Catlin closed the public hearing.

- **NEW BUSINESS:**

- (a) Discussion to increase non-metered water rate: Ms. Swift said the rate under consideration was for companies that purchase water from the town to fill swimming pools. After discussion it was determined that the section regarding the rate being retroactive would be removed. Mr. Whited made a motion to advertise for a public hearing on June 13 to raise the non-metered water rate and Ms. Swift seconded and a roll call vote was taken:

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

And the motion passed 5-0 with Ms. Kuhn and Mr. Schneider absent

(b) Deadline for Town Council election registration: Mayor Catlin reminded everyone that the deadline to register to be on the November 8 ballot to run for Town Council is June 21.

PUBLIC FORUM: Mayor Catlin opened the public forum at 7:36 p.m.

Nancy Buntin suggested that the town review the town's sale of water to outside vendors in relation to maintaining its water source. The council responded that it was a good idea and should be done annually.

Mayor Catlin closed the public forum at 7:38 p.m.

ADJOURNMENT: Mayor Catlin made a motion to adjourn the meeting at 7:38 p.m. and Mr. Whited seconded and a roll call vote was taken:

Ms. Goodine voted "yes"

Mr. O'Connell voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

And the motion passed 5-0 with Ms. Kuhn and Mr. Schneider absent

THE NEXT REGULAR MEETING OF THE TOWN COUNCIL IS  
June 13, 2022.

Barbara Batson, Town Clerk

Attachments:

Bills to be paid

Zoning Administrator's report

FY 22-23 budget

Draft resolution to release funds quarterly

Draft ordinance to increase the bulk water rate