

# The Town of Washington

June 13, 2022  
Council Meeting  
APPROVED Agenda  
7:00 p.m.

- CALL TO ORDER Action
- APPROVAL OF THE AGENDA Action
- MINUTES                      • May 9, 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) FY 22-23 budget Action  
   b) Public hearing for bulk water rate Action  
   c) Resolution to release funds quarterly Action  
   d) Council appointment Action
- NEW BUSINESS                      a) Discussion of zoning fees Information  
   b) Discussion of tap fees Information
- PUBLIC FORUM
- CLOSED SESSION                      Council may vote to enter into closed session in accordance with the provisions of Section 2.2-3711 A.7 of the VA Code for consultation with the town attorney concerning adjustments to the Town boundaries, a specific legal matter requiring the provision of legal advice
- ADJOURNMENT

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

# The Town of Washington

"THE FIRST WASHINGTON OF ALL"

June 13, 2022

7:00 p.m.

APPROVED Minutes

- CALL TO ORDER: Ms. Gail Swift opened the meeting at 7:02 p.m. Council members Jean Goodine, Patrick O'Connell, Brad Schneider, and Joe Whited were present with Mayor Catlin and Mary Ann Kuhn absent. Town Attorney Martin Crim and Town Administrator/Clerk Barbara Batson were present.
- APPROVAL OF THE AGENDA: Mr. Schneider made a motion to remove new business item b) discussion of tap fees and to approve the modified agenda and Ms. Goodine seconded and a roll call vote was taken:

Ms. Goodine voted "yes"

Mr. O'Connell voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

- MINUTES: Ms. Goodine motioned to accept the minutes for May 10, 2022 and Mr. Whited seconded and a roll call vote was taken:

Ms. Goodine voted "yes"

Mr. O'Connell voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

## REPORTS:

Mayor's Report: Ms. Swift reported that Ms. Kuhn will be resigning on June 30 from Town Council (TC). She thanked Ms. Kuhn for her 17 years of service to the town, include 12 years on TC and 5 years on the Planning Commission.

Treasurer's Report: Ms. Swift reported that the wastewater expenses were high due to recent repairs at the plant.

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

Ms. Goodine voted "yes"

Mr. O'Connell voted "yes"

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Mr. Whited voted "yes"

And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

Town Attorney: Mr. Crim reported that with the resignation of Ms. Kuhn on June 30 the TC has 45 days to appoint a replacement or the matter can be taken up by the Circuit Court. He also advised the TC can appoint a Vice Mayor to be effective on July 1.

Zoning Administrator: Mr. Steve Gyurisin was absent and submitted a written report. Ms. Batson shared that the site plan for Rush River Commons is expected tomorrow, the site plan for the Patty O's parking lot has been submitted, and two applications for the Inn at Little Washington are ready to go to the Planning Commission at their July 15 meeting.

Public Works Committee: Mr. Whited reported that the broad installation of the new water meter system would be starting soon. The town is moving to a radio system that will allow constant monitoring and leak management. The new meter system will also integrate with the new billing software. He also shared that the town is waiting on the ARB's approval to install the antenna for the new meter system on the back of Town Hall. Mr. Schneider displayed the antennae that would be installed.

Planning Commission (PC): There was no report

Architectural Review Board (ARB): Ms. Batson shared that in addition to applications being consider the ARB meeting is expected to vote on changing the regular meeting days.

- OLD BUSINESS:

- (a) FY 22-23 budget:

Mr. Whited made a motion to approve the FY 22-23 budget and Mr. Schneider seconded and a roll call vote was taken:

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

And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

- (b) An ordinance to set a bulk water sale rate: Mr. Whited made a motion to approve the ordinance to set a bulk water sale rate and Mr. Schneider seconded and a roll call vote was taken:

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

And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

- (c) Resolution to release funds quarterly: Ms. Swift reminded TC that the current safety precautions remain in place for signing checks. Ms. Goodine made a motion to approve the resolution to release funds quarterly and Mr. Whited seconded and a roll call vote was taken:

Ms. Goodine voted “yes”                      Mr. O’Connell voted “yes”  
Mr. Schneider voted “yes”                      Ms. Swift voted “yes”  
Mr. Whited voted “yes”  
And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

- (d) Council appointment: Ms. Swift announced that there is a seat open on TC with Ms. Kuhn’s resignation and that any interested candidates should submit a letter of intent to the Town Administrator/Clerk by July 6. She also reminded everyone that there was still time to make it onto the November 8 ballot, submittals are due to the registrar’s office by June 21.

Ms. Swift made a motion to appoint Mr. Whited Vice Mayor and Mr. Schneider seconded and a roll call vote was taken:

Ms. Goodine voted “yes”                      Mr. O’Connell voted “yes”  
Mr. Schneider voted “yes”                      Ms. Swift voted “yes”  
And the motion passed 4-0 with Mayor Catlin and Ms. Kuhn absent and Mr. Whited abstaining.

- NEW BUSINESS:

- (a) Discussion of zoning fees: Ms. Goodine asked how the fees were determined. Ms. Swift explained that Mr. Gyurisin compared the rates for 4 surrounding jurisdictions and analyzed the amount of time it takes to review applications.

Ms. Swift made a motion to advertise for a public hearing to consider the zoning fees and Ms. Goodine seconded and a roll call vote was taken:

Ms. Goodine voted “yes”                      Mr. O’Connell voted “yes”  
Mr. Schneider voted “yes”                      Ms. Swift voted “yes”  
Mr. Whited voted “yes”  
And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

**PUBLIC FORUM:**

Mr. Joe Pricone, an attorney representing the Inn at Little Washington (Inn), shared that the Inn had received a communication from the town’s attorney regarding a stop sign at Patty O’s Café. He shared that he thinks there is no code that permits the town to establish a traffic sign nor does he think it has caused a public nuisance. He felt the letter from the town’s attorney, Martin Crim, was threatening and inappropriate.

Mr. O’Connell requested that Ms. Batson give a synopsis of the steps leading up to the letter being sent by Mr. Crim. She explained that three complaints were received by two town and one county resident regarding near miss accidents at that intersection. Complainants shared that vehicles approaching the intersection from the Patty O’s side street were not stopping at the intersection.

Mr. Whited made a motion to instruct town staff to not communicate with town entities in legal matters without TC approval or the mayors in case of an emergency and Ms. Goodine seconded and a roll call vote was taken:

Ms. Goodine voted "yes"                      Mr. O'Connell voted "yes"  
Mr. Schneider voted "yes"                Ms. Swift voted "yes"  
Mr. Whited voted "yes"  
And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

CLOSED SESSION: Ms. Swift motioned to go into closed session in accordance with the provisions of Section 2.2-3711 A.7 of the VA Code for consultation with the town attorney concerning adjustments to the Town boundaries, a specific legal matter requiring the provision of legal advice and invited the Town Administrator/Clerk to join and Ms. Goodine seconded and a roll call vote was taken:

Ms. Goodine voted "yes"                      Mr. O'Connell voted "yes"  
Mr. Schneider voted "yes"                Ms. Swift voted "yes"  
Mr. Whited voted "yes"  
And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

OPEN SESSION: Ms. Swift moved to go into open session at 8:20 p.m. and Ms. Goodine seconded and a roll call vote was taken:

Ms. Goodine voted "yes"                      Mr. O'Connell voted "yes"  
Mr. Schneider voted "yes"                Ms. Swift voted "yes"  
Mr. Whited voted "yes"  
And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

Mr. Crim asked each member: Do each of you certify that to the best of your knowledge only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in such meeting?

A roll call vote was taken:

Ms. Goodine voted "yes"                      Mr. O'Connell voted "yes"  
Mr. Schneider voted "yes"                Ms. Swift voted "yes"  
Mr. Whited voted "yes"  
And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

ADJOURNMENT: Mr. Whited made a motion to adjourn the meeting at 8:23 p.m. and Ms. Goodine seconded and a roll call vote was taken:

Ms. Goodine voted "yes"                      Mr. O'Connell voted "yes"  
Mr. Schneider voted "yes"                Ms. Swift voted "yes"

Mr. Whited voted “yes”

And the motion passed 5-0 with Mayor Catlin and Ms. Kuhn absent.

THE NEXT REGULAR MEETING OF THE TOWN COUNCIL IS  
July 11, 2022.

Barbara Batson, Administrator/Town Clerk

Attachments:

Bills to be paid

Zoning Administrator’s report

FY 22-23 budget

Resolution to release funds quarterly

Ordinance to increase the bulk water rate