



**January 8, 2023
Council Meeting
Approved Agenda
7:00 p.m.**

- CALL TO ORDER Action
- APPROVAL OF THE AGENDA Action
- MINUTES • December 11, 2023 Council meeting minutes Action
- REPORTS • Mayor’s Report: Mayor Whited Information
 • Treasurer’s Report: Gail Swift Information
 • Town Attorney: Mr. Crim Information
 • Zoning Administrator: Mr. Gyurisin Information
 • Planning Commission Information
 • Architectural Review Board Information
- OLD BUSINESS
- NEW BUSINESS • Capacity limits for the number of rooms in a B&B Action
- PUBLIC FORUM
- ADJOURNMENT

NEXT REGULARLY SCHEDULED MEETING OF THE TOWN COUNCIL
February 12, 2023



January 8, 2024
Town Council Approved Minutes

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

Mr. Beard voted “yes”	Mr. Catlin voted “yes”
Ms. Goodine voted “yes”	Mr. O’Connell voted “yes”
Mr. Schneider voted “yes”	Ms. Swift voted “yes”
Mayor Whited voted “yes”	
And the motion passed 7-0.	

- MINUTES: Mr. Catlin motioned to accept the minutes for December 8, 2023 Ms. Swift seconded and a roll call vote was taken:

Mr. Beard voted “yes”	Mr. Catlin voted “yes”
Ms. Goodine voted “yes”	Mr. O’Connell voted “yes”
Mr. Schneider voted “yes”	Ms. Swift voted “yes”
Mayor Whited voted “yes”	
And the motion passed 7-0.	

REPORTS:

Mayor’s Report: Mayor Whited shared that longtime resident, Betty Buntin, recently passed away. She was 107 and had been a school teacher and wrote a history about the parish. Our thoughts and prayers are with her daughter, Nancy Buntin.

He reported that he went to Richmond on Friday to attend the Commission of Local Government hearing regarding the boundary line adjustment. Mayor Whited presented a brief history of the request and a couple of slides. He feels things are moving in a positive direction. The board will hold a public hearing in town on May 20 and we hope to have a final conclusion in July.

He also shared the town sign on Mt. Salem was being replaced and that he was working on an event to celebrate George Washington at Town Hall on February 17. More details to come later.

Treasurer report: Ms. Swift presented the six-month Treasurer’s report. There was another \$1,800 in interest earned in the LGIP. She thinks we may be able to move \$20,000 into the LGIP from the general account soon. She also shared that the water and sewer fees from Rush River

will be moved into the LGIP to allow it to earn interest, but those funds are set aside for improvements to the water and wastewater systems.

Town Attorney: Mr. Crim reported he received an email from Mr. Mike Brown, who is representing Mr. Drew Mitchell for the Leggett Lane Road maintenance agreement. Mr. Brown's opinion is that the road should be brought into the secondary road system and that he cannot recommend his client contribute to the maintenance. Mr. Crim does not think the town could afford to bring the road up to VDOT standards. He hasn't spoken to Rush River yet to see if they'd be interested in a two-party agreement. This leaves the open issue of who would be responsible for the road.

Mr. Crim shared that the town's definition of a bed and breakfast (B&B) is out of alignment with state code. The state code says a B&B can have up to 18 guests. The town code says a B&B can have up to 5 rooms. He advised, that if TC wants to change the town's definition it would need to refer the matter to the PC and ask for the Zoning Administrator to work with them.

Zoning Administrator: Mr. Steve Gyurisin submitted a written report. He also shared that a certificate of appropriateness was issued to 567 Gay Street for a retaining wall and outside lamps.

Planning Commission (PC): Ms. Anstey shared that the PC didn't meet in December, but will meet in January.

Architectural Review Board (ARB): There was no report.

OLD BUSINESS: There was no old business

NEW BUSINESS:

- a) Capacity limits for the number of rooms in a B&B: Mayor Whited said a business owner in town raised the issue that the town's definition of the number of rooms allowed in a B&B does not match the state code. The town's code sets a limit of 5 rooms and the state code has a limit of 18 people and 9 rooms. Mayor Whited would like to refer the issue to the PC to review the ordinance and see if the town would like to bring its definition in line with the state. Mr. Catlin commented that B&Bs need to maintain a certain capacity in order to be profitable. He thinks it may be a good idea to raise the room limit above 5.
- Mr. Catlin moved to refer the matter to the PC for review to serve the public for purposes of public necessity and convenience, general welfare, and good zoning practice. Mr. Beard seconded and a roll call vote was taken:

Mr. Beard voted "yes"

Ms. Goodine voted "yes"

Mr. Schneider voted "yes"

Mayor Whited voted "yes"

And the motion passed 7-0.

Mr. Catlin voted "yes"

Mr. O'Connell voted "yes"

Ms. Swift voted "yes"

PUBLIC FORUM: Mayor Whited opened the public forum at 7:21 p.m.

Mr. Mitchell shared that he had just come from the Christmas in Little Washington Parade Committee meeting. The debriefing went well and the committee thought it was one of the best Christmas parades in recent history. He feels the town was underrepresented on the committee and would like to see more support from town residents in the future.

Mayor Whited closed the public forum at 7:26 p.m.

Mr. Schneider said it was time to do a review of all the town's ordinances. Mayor Whited responded that it was on a long to-do list. Mr. Schneider said that Mr. Gyurisin is working on reviewing the zoning ordinances. Mr. Gyurisin shared that it was on the next PC agenda.

ADJOURNMENT: Mr. Catlin moved to adjourn the meeting at 7:29 p.m. and Ms. Swift seconded, and a roll call vote was taken:

Mr. Beard voted "yes"

Ms. Goodine voted "yes"

Mr. Schneider voted "yes"

Mayor Whited voted "yes"

And the motion passed 7-0.

Mr. Catlin voted "yes"

Mr. O'Connell voted "yes"

Ms. Swift voted "yes"

THE NEXT REGULAR MEETING OF THE TOWN COUNCIL IS
February 12, 2023.

Barbara Batson, Administrator/Town Clerk

Attachments:

Zoning Administrator's report