



**TOWN COUNCIL
WORK SESSION MINUTES
Monday, May 21, 2018 @ 6:30pm
Town Hall Council Chambers**

**1. CLOSED MEETING – Interviews for Planning Commission Vacancy
Motion to Go into Closed Meeting**

Councilman Connolly moved, seconded by Councilman Sealock, that Council convene and go into Closed Meeting for discussion and consideration of the assignment, appointment, promotion, or performance of specific appointees or employees of the Town, specific to the Planning Commission, pursuant to Section 2.2-3711. A.1 of the Code of Virginia.

Vote: Yes – Connolly, Gillispie, Meza, Morrison, Sealock and Tewalt
No – N/A
Abstain – N/A
Absent – N/A
(Mayor Tharpe did not vote as there was no tie to require his vote)
(By Roll Call)

Motions to Certify Closed Meeting

Councilman Connolly moved, seconded by Councilman Sealock, that Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

Vote: Yes – Connolly, Gillispie, Meza, Morrison, Sealock, Tewalt and Tharpe
No – N/A
Abstain – N/A
Absent – N/A

(By Roll Call)

2. Request for Utility Donation from Warren Heritage Society – Town Manager

SUMMARY: In 2014 Council considered a reimbursement of the expense of utility services for the Warren Heritage Society located at 101 Chester Street in the amount of \$10,000 due to *“their campus of preservation has grown significantly and their outreach into the community has extended with greater need in the area”*. In accordance with the authority granted governments by Virginia Code Section 15.2-953, Council approved the request and for the money to come from Electric, Water, Sewer and Solid Waste Fund Reserves to be used toward payment of the respective portion of the utility bills beginning July 1, 2014. In 2015, Council approved the donation of \$15,000 (*increase of \$5,000*) beginning September 2015.

In 2016, Council approved the donation of \$15,000 to begin September 2016, but also requested that the Warren Heritage Society make efforts to improve the efficiency of their buildings and report these efforts prior to requesting continued donations in the future. The 2016 request was also discussed at the November 2016 Liaison Committee Meeting. In 2017, Council approved the donation of \$15,000 to begin September 2017.

On March 1 and 2, 2018, Staff received an email and letter of request from Deborah Corey, Acting Executive Director for the Warren Heritage Society seeking a utilities waiver for all their utility expenses for all buildings (Ivy Lodge, Belle Boyd Cottage, Balthis House and the grounds) at an estimated cost of \$15,000.00 for FY2018-2019.

Minutes of August 21, 2017 Work Session and August 28, 2017 Regular Council Meeting are attached, as well as various correspondence.

BUDGET/FUNDING: Funding last year came from the Electric, Water, Sewer, and Refuse Unrecognized Revenue.

Council Discussion:

Mr. Waltz noted that when the matter previously came before Council, he was directed by Council to send a letter to the Warren Heritage Society to request that they seek funds through Warren County. Mr. Waltz explained that the Heritage Society has responded back, noting that Warren County has indicated that the budget process did not include any outside organizations or agencies and therefore their request for funding would not be approved.

Mayor Tharpe and Mr. Waltz clarified that they were requested \$15,000 from the Town. Councilman Sealock stated that he did not have an issue with seed money, though he had issue with organizations that asked for taxpayer dollars; he added that it could be better handled through membership and fundraising. Mr. Sealock stated that he strongly opposed the Heritage Society's request.

Councilman Gillispie noted that he had issue with the request as well, noting that his reservation was others that the Council would then be opening themselves up to making utility funding requests.

Councilman Connolly stated that he would be in favor of supporting the request this year, noting that they were not a 501-C organization with their hand out for nothing, but rather an organization that took on the Town's archives. Mr. Connolly explained that they maintain the Town's archives and makes them available to the public, and have even expanded the hours as well. He added that he was in favor of their request as presented.

Vice Mayor Tewalt voiced his support with Mr. Connolly, noting that the Heritage Society provides a wealth of services to the community and the Town. He stated that they maintain three buildings in the community and he would support the request this year. Vice Mayor Tewalt added that the Heritage Society absolutely should submit their request in time for the upcoming County's budget year, as not to miss the deadline.

Councilman Meza stated that that there is no clear way of differentiating between who the Town assists and who they do not. He noted that the Town needs a clear application process in order to determine who they financial support with said requests (re: Humane Society trolley request recently

for example he stated). Councilman Meza explained that each small request adds up and the Town should have funds set aside and have clear guidelines to review the requests.

Councilman Morrison noted that he had no issue with it initially, though he would like more justification based on the amount.

Councilman Sealock stated that he did not want to sound like he was against the request, though he was concerned with the expenditures as the Town was facing a tough budget and this was an added request that was not factored in.

Mayor Tharpe stated that it should go onto an agenda and Council will either vote for or against the request.

3. Fifth Amendment to Lease with Comcast – *Town Attorney* (10 minutes)

4. West Main Street Connector Phase I – *Director of Finance* (15 minutes)

5. Discussion of Current and Future Capital Projects – *Mayor Tharpe*

6. Council Discussion/Goals

PRESENT: Mayor Tharpe, Vice Mayor Tewalt, Councilman Connolly, Councilman Gillispie, Councilman Morrison, Councilman Meza, Councilman Sealock, Town Manager Waltz, Town Attorney Napier, Director of Planning Camp, Director of Finance Wilson, members of the public and members of the press.

ABSENT: Clerk of Council Berry