

**TOWN COUNCIL MEETING
MARCH 13, 2023
7:10 P.M.**

PRESENT

Mayor:	Roy M. Gladding
Vice Mayor:	Anita J. Latane
Members:	Kay Carlton
	Carolyn Barrett
	Fleet Dillard
	Kenneth A. Gillis
	Troy L. Balderson
Town Manager:	Eric Pollitt
Town Clerk:	Patsy K. Scates
Town Attorney:	Diane M. Lank (<i>zoom</i>)
Chief of Police:	James G. Ashworth, Jr.

VISITORS:

Walter Holmes – Essex County	Ted Cole, Davenport
Jay Mitchell – Essex County	Joey Reinhardt
Tommy Hicks – Essex County	

The meeting was held by zoom.

CALLED
TO
ORDER

Mayor Gladding called the meeting to order.

MINUTES
APPROVED

On motion of Troy L. Balderson, seconded by Anita J. Latane, Council voted unanimously to approve the February 13, 2023, Council Meeting Minutes, January 28, 2023, Special Council Meeting Minutes, and the Retreat Summary Report.

COMMITTEE
REPORTS

Votes were cast as follows:

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Carolyn Barrett:	Aye	Troy L. Balderson:	Aye
Fleet Dillard:	Aye	Anita J. Latane:	Aye

WATER
&
SEWER

Mayor Gladding recognized Council Member Gillis and asked if he had anything to add to the water and sewer report.

Council Member Gillis reported that he did not have anything to add.

The following is the water and sewer report.

Wastewater Treatment Plant 2-2023

- Average Daily flow at the plant was 0.360 MGD for a total of 10,085,000 gallons being treated in February.
- Nutrient results at time of writing are all within our permitted limits.
- Water usage reports were reported to VDH on 3-1-23 with a total of 7,277,000 gallons of water being used in town in February.
- The treatment plant has a DEQ inspection scheduled for 3-15-2023.
- A new clarifier drive is being installed on clarifier A on 3-7-2023 and taking three days to complete.

Public Works 2-2023

- Finished meter project
 - i. Dug up boxes at 404, 510 Water Lane and replaced meter and meter boxes
 - ii. Replaced meters and meter boxes at Budget Inn, and installed 2 new water meter setters and valves
- Had leak in Heron Point #1263 water service had hole in 1” copper

- No sewer issues on Town end, multiple sewer issues on homeowners under house

Mayor Gladding adjourned the regular Town Council Meeting and called to order the public hearing meeting to order.

Mayor Gladding called the regular Town Council meeting back to order.

Mayor Gladding recognized Council Member Balderson.

PUBLIC FACILITIES

Council Member Balderson stated that the Town Manager's report touches on some of the progress of some of the public facilities projects and he had nothing new to add.

Mayor Gladding stated that the council members have before them a handout from Tappahannock Main Street.

The following is the Tappahannock Main Street report:

Tappahannock Main Street – March Update

TAPP MAIN STREET

This month Beth started working on a mobile app with Consociate Media and Visit Widget. The app will allow users to easily find establishments with interactive mapping, participate in shopping and dining crawls, and experience the downtown past and future through augmented reality. A soft launch is estimated to be available in June with a public launch in July. This is a grant funded project of \$15,000.

Visit Widget also offers many more functions like digital indoor and outdoor 'visit center' kiosks, which Beth is currently working on obtaining additional grant funding to implement later this year.

Last week in conjunction with SMS, Friends of the Rappahannock, and Wetlands Watch, Beth submitted a grant application to address the conditions on Duke Street Beach. If awarded the funding would be used to create a conceptual plan, that could then be used for an additional application to fund construction of the potential project.

Last month Beth was selected by Main Street America to participate in their accredited revitalization professionals' program. This is a yearlong course and the highest continued education program offered by Main Street America. Beth will begin this training on March 24th in Boston.

Farmers' Market launches its 15th season in April. This year the market will operate on the 3rd Saturday of each month, April - October.

3rd Thursdays will be held at the Rappahannock River Park June - September this year.

Mayor Gladding recognized Vice Mayor Latane.

Vice Mayor Latane reported that she had met with Town Manager Pollitt today and reviewed the financial report. She reported that the Town was in good shape on sales tax, meals tax and lodging taxes and the business license applications are still coming in.

FINANCE

There was some discussion.

Mayor Gladding recognized Town Manager Pollitt and asked if he had anything else to add to the Town Manager's report.

TOWN
MANAGER
REPORT

Town Manager Pollitt reported that there will be a couple of public outreach engagements to try and get the customers familiar with the new utility billing system for the customer portal and the benefits and features of that system.

Town Manager report is as follows:

exceed twenty (20) years. The interest rate on any such bond shall not exceed 3.99%.

3. **Official Intent.** To the extent necessary, this Resolution shall constitute a declaration of intent under Treas. Reg. §1.150-2 (the "Reimbursement Regulations") promulgated under the Internal Revenue Code of 1986, as amended, for the financing of the Project, and the Town Manager is hereby authorized to take any additional action with respect to this declaration of official intent to assure compliance with the Reimbursement Regulations.

4. **Election to Apply Public Finance Act.** Pursuant to Section 15.2-2601 of the Virginia Code, it is hereby elected to have the Public Finance Act apply to the Bond exclusively without regard to any charter or local act that might otherwise apply.

5. **Other Actions.** All other actions of officials of the Town in conformity with the purposes and intent of this Resolution and in furtherance of the issuance and sale of the bond are ratified, approved and confirmed. The officials of the Town are authorized and directed to execute and deliver on behalf of the Town such commitments, agreements and other instruments, documents or certificates, and to do and perform such things and acts, as they shall deem necessary or appropriate to carry out the transactions authorized by this Resolution, and all of the foregoing, previously done, or performed by such officers of the Town are in all respects approved, ratified and confirmed.

6. **Headings.** Any headings in this resolution are solely for convenience of reference and shall not constitute a part of the resolution nor shall they affect its meaning, construction or effect.

7. **Filing of Resolution.** The Authorized Signatory and Clerk to the Town are authorized and directed to see to the prompt filing of a certified copy of this Resolution in the Circuit Court having jurisdiction over the Town, in accordance with Sections 15.2-2607 and 15.2-2627 of the Public Finance Act.

8. **Effective Date.** This Resolution shall take effect immediately. Adopted: March 13, 2023.

Votes were cast as follows:

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Carolyn Barrett:	Nay	Troy L. Balderson:	Aye
Fleet Dillard:	Aye	Anita J. Latane:	Aye

Mayor Gladding recognized Sheriff Holmes with the Essex County Sheriff's Office.

Sheriff Holmes discussed the need and benefits of a full-time dispatcher to serve the citizens of the Town of Tappahannock and Essex County.

Tommy Hicks, Interim Chief of Emergency Services for Essex County, stated that they are responding to around 2,200 calls a year. He reported that when you look at the data you see that the calls are more diversified across the county as far as the address, however many calls they respond to are located in the Town because of folks traveling through the community. He stated that based on new state regulations the dispatchers had to come up to a level of training where they can provide information to help a citizen if they were having a heart attack or delivering a baby.

THE NEED
FOR FULL
TIME
DISPATCHER
DISCUSSED

Joey Reinhardt discussed the number of calls that could happen in one night and the need to have another dispatcher to help out.

Jay Mitchell, Sheriff's Office, presented a powerpoint to the council members. The powerpoint discussed the cost of new vehicles, Essex County Emergency Communications ability to work under pressure, multi-task, their workload, the need for the dispatchers to be emergency medical dispatching (EMD) trained which is a state mandated program that requires at least two dispatchers on to be utilized. He discussed the number of calls for service by Essex County Sheriff's Office, Tappahannock Police Department, Essex County Emergency Services, and Tappahannock/Essex Volunteer Fire Department.

Sheriff Holmes asked the council members to consider funding for a full-time dispatcher. He reported that the cost of one dispatcher would be salary of \$33,000.00 and benefits of \$13,000.00 for a total cost of \$46,000.00.

Council Member Barrett stated that since she is a citizen of the Town of Tappahannock. She pays two taxes, one to Essex County and one to the Town of Tappahannock, whereas Essex County residents do not. She asked why the Board of Supervisors will not fund the salary for the dispatcher.

Sheriff Holmes stated that the Board of Supervisors had never indicated to him that they would not fund the salary for a dispatcher. He reported that they have always supported the Essex County Sheriff's Office. He suggested that the Town of Tappahannock and Essex County split the cost of the salary for a dispatcher.

There was some discussion.

Sheriff Holmes asked the council members to consider his request.