

June 13, 2023 Council Meeting Minutes

This meeting was available on Zoom.

Mayor McPhaul asked everyone to rise for the Pledge of Allegiance.

Councilman T. Jones led the prayer.

Mayor McPhaul called the reconvened recessed June 6, 2023 meeting to order at 6:30 p.m. with all members of Council present. Town Attorney Richard Matthews was also present.

Adopt Agenda:

Mayor McPhaul advised she needed to add Tara Norris and Waverly Ruritan Baseball Team as Presenter A and move Brown Edwards to Presenter B. On a motion by Council President Cox, seconded by Councilman K. Jones and carried the proposed agenda was approved as amended.

Presenters:

- A. **Tara Norris** – Introduced David Rowley, Waverly Ruritan Club Member and Ruritan Baseball Program Director. Mr. Rowley advised that the Ruritan's have provided baseball and baseball related activities for the youth for about 50 years. Mr. Rowley commended and asked the numerous volunteers to stand that help coach and make baseball a success every year. Councilwoman Norris on behalf of the Town of Waverly and Town Council presented a Certificate of Appreciation for the hard work and dedication exhibited to the youth of Waverly.
- B. **Brown Edwards** – Danielle Nikolaisen, Director, with Brown Edwards briefly went over the FY 2021-2022 audit process. Ms. Nikolaisen remarked on how helpful and pleasant Amanda was to work with throughout the process.

Citizen's Wishing to Appear:

- A. **Gerald Johnson** – appeared before Council to update on the progress of the Waverly Warriors baseball team, they are made up of about 80% new members from Hampton to Richmond with Waverly members as well. Mr. Johnson stated they are looking forward to going to the playoffs. Mr. Johnson advised of an upcoming fundraiser event on June 24, 2023 from 5 pm – 10pm. Mr. Johnson also advised they have some new playground equipment pieces they will be installing in the weeks to come.
- B. **Jesse Hellyer** – President of Sussex County Chamber of Commerce advised the Chamber is up to 80 members currently. Mr. Hellyer advised of upcoming events the Chamber is hosting including a back to school breakfast, peanut harvest festival with Virginia Diner, meet the candidates and Oktoberfest. As more information is available it will be passed along.
- C. **Alfred Futrell** – advised the Board of Supervisors has approved their FY 2023 - 2024 budget, he mentioned some areas had to be cut. Mr. Futrell thanked everyone involved with getting Waverly Rescue running again. Mr. Futrell advised that the Board of Supervisors did not approve the closing of the convenience sites on Wednesdays. Mr. Futrell and Councilman T. Jones would both like to learn and help recruit young members for fire and rescue services.

Clerk's Report:

- A. **Reading/Approval of May 9, 2023 Council Meeting Minutes** – On a motion by Council President Cox, seconded by Councilman K. Jones and carried the reading of the May 9, 2023 meeting minutes were dispensed with as they are a matter of public record and previously provided to Council and were approved as presented.

Treasurer's Report:

- A. **Treasurer's Report** – Mrs. Morman gave a brief update on the status of the general operating fund as of May 31, 2023. Mrs. Morman noted the Public Hearing for the Budget was successful. Mrs. Morman advised with the help of the administrative staff we sent out past due Real Estate and Personal Property tax bills in May totaling \$133,496.76. In June delinquent accounts will be sent to our collections attorney Jason Dunn. On a motion by Councilman Bernstorf, seconded by Councilman T. Jones and carried the Treasurer's Report was accepted as presented.
- B. **Bills Paid and Presented for Payment** – On a motion by Councilman Bernstorf, seconded by Council President Cox and carried the Bills Paid and Presented for Payment were approved as presented.

Sussex Service Authority Report:

There was no report.

Planning Commission Report:

Ms. Yvonne Williams, Secretary advised there was no report.

Zoning Administrator:

Mayor McPhaul advised Mr. Copeland is staying busy as usual. Mayor McPhaul also noted that the Town is implementing tall grass signs. These signs will let neighbors know that the Town is aware of this violation and the owner has been sent notice.

Mayor's Report:

Mayor McPhaul advised that Wayne Covil with News Channel 6 has been in Town lately and will have a segment aired on Wednesday evening about the park and the work Public Works has put into the community garden.

Departmental Reports:

- A. **Police** – Sheriff Giles was not present, there was no report.
- B. **Public Works** – Mayor McPhaul stated that Public Works has been working in the community garden and it is looking amazing.

Standing Committee Reports:

- A. **Health & Safety** – Councilman T. Jones advised he is still working on getting someone to teach First Aid. He suggested having a few people trained and certified that could then teach classes. Mayor McPhaul suggested the Town potentially invest in acquiring an AED.
- B. **Finance** – Councilman Bernstorf commended Amanda for the amount of time she has spent working on the budget and working with the auditors.

- C. **Memorial/Beautification** – Councilwoman Norris advised she had nothing new to report.
- D. **Public Property** – Council President Cox noted since the lights at the park are being on later it seems to have discouraged some unusual behavior. VAW is working on replacing the water lines on Jasper Ln. Mr. Cox advised there has been a contact established with Norfolk Southern and a meeting is in the works to discuss issues pertaining to the town most particularly the drainage issues on New St. and Railroad Ave.
- E. **Streets** – Councilman K. Jones presented Council with a handout of items he has been working on since the last meeting to include an issue of illegal dumping on Maifeld Ave at the railroad tracks, and the potential environmental hazard on a piece of private property on Pleasant Spring Ave.

Old Business:

- A. **Carpenter Museum** – Mayor McPhaul stated things are progressing, Public Works has begun keeping the grass maintained and cleaning up the property.
- B. **Industrial Revitalization Fund Grant** – Mr. Morrison has signed the paperwork for Mr. Sheldon to purchase the property. Jason Dunn is working with the Town to get the agreement paperwork corrected and then signed by the Town and Mr. Sheldon.
- C. **Update to Town Code** – Attorney Matthews advised it is a slow process. Mr. Matthews also advised that there appears to be some issues retrieving the older version of the Town Code due to the age and transfer of information when the sale took place.
- D. **Update to Appeal from Sussex County Youth & Adult Recreational Association, Inc.** – Mayor McPhaul advised Mr. Ricks was unable to attend. She and Mr. Copeland met with the contractor recently and spoke to the engineers. Things are moving along and they hope to re-open in the next month.
- E. **Economic Development Authority (EDA)** – Mayor McPhaul advised the board had an organizational meeting 2 weeks ago and are currently waiting on Jeff Sadler to send the By-laws.
- F. **Cemetery Lot Rate Increase** – On a motion by Council President Cox, seconded by Councilman K. Jones and carried it was approved to increase the rate of cemetery spaces to \$500.00 each effective September 1, 2023.
- G. **FY 2023 - 2024 Budget** – On a motion by Council President Cox, seconded by Councilman Bernstorff and carried the Budget for FY 2023-2024 was approved as presented.

New Business:

- A. **BZA Replacement** – Mayor McPhaul advised that the term for Board of Zoning Appeals member Marvin Drew expires on June 30, 2023. Mr. Drew has expressed interest in being reappointed. On a motion by Councilman Bernstorff, seconded by Councilman K. Jones and carried it was approved to reappoint Marvin Drew for a term of 5 years.
- B. **Museum Stage Quote** – Mayor McPhaul advised that she was approached by David Conmy, the Deputy County Administrator, about a \$30,000 tourism grant back in late 2022. The Town was awarded the grant and received \$15,000, then once the stage job is complete we send receipts in order to

receive the balance of the grant. On a motion by Council President Cox, seconded by Councilman K. Jones and carried the quote was approved to have the stage repaired.

- C. Town Hall Closing** - Mayor McPhaul advised that during the last week of July we have limited admin staff due to planned vacations and have decided that this is the perfect opportunity to have some annual maintenance completed. Town Hall will be open Tuesday - Friday from 10 a.m. - 2 p.m. that week.

As there was no further business to come before Council the meeting was adjourned at 7:55 p.m. on a motion by Council President Cox, seconded by Councilman K. Jones and carried.


Clerk of Council


Mayor