

November 14, 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 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 asked to amend the agenda with a Presenter – Mike Murray with LibertyOVE and under New Business item D United Rentals. On a motion by Council President Cox, seconded by Councilman T. Jones and carried the agenda was approved as amended.

Presenters:

Michael Murray with LibertyOVE – spoke to Council about his goal to have a non-profit facility within Waverly Town limits. His organization works with veterans and first responders on how to separate trauma and emotion from the brain and this program has had a 95% success rate in helping to end PTSD.

Citizen's Wishing to Appear:

- A. **John Worrell** – Mr. Worrell is the owner of the residence at Rt. 35 and Rt. 40 and has witnessed many accidents at that intersection. He came to the meeting to express his thanks to everyone that was involved in getting a 4-way stop implemented at that intersection. Mr. Worrell inquired about a few other things going on on Rt. 40 outside of the Town limits and Mr. Futrell responded.

Clerk's Report:

- A. **Reading/Approval of October 10, 2023 Council Meeting Minutes** – On a motion by Councilman T. Jones, seconded by Council President Cox and carried the reading of the October 10, 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** – Councilman Bernstorff presented the Treasurer's Report as Mrs. Morman was at Town Hall working on audit item requests. Mr. Bernstorff advised the tax bills were mailed out on October 30, 2023. The revised bills for exemptions due to veteran and elderly relief were sent out on November 6, 2023. The audit has officially started, they are working in house this week and will determine if there is a need to come back after the week is complete. On a motion by Council President Cox, 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 Bernstorff, seconded by Council President Cox and carried the Bills Paid and Presented for Payment were approved as presented.

Sussex Service Authority Report:

No one from Sussex Service Authority was present to provide a report.

Planning Commission Report:

Secretary, Yvonne Williams advised the Commission had a Public Hearing/ Regular meeting on November 1, 2023, where they reviewed proposed amendment updates to permit uses and conditional uses for Section 606 General Business (B-1) and Section 607 General Industrial zoning districts. Ms. Williams advised the Commission moved to recommend the proposed changes to the Town Council to set a date for a Public Hearing. Ms. Williams also mentioned Ms. Ross was in attendance and gave a brief presentation on her intentions to open an Auto Dealership on Maifeld Ave.

Zoning Administrator:

Mayor McPhaul advised Mr. Copeland is continuing to stay busy with violations.

Mayor's Report:

Mayor McPhaul stated Oktoberfest was a great success. Mayor McPhaul stated the next planned event at the Museum will be a Christmas Tree Lighting to be held December 1, 2023 from 5:30 – 7:30 pm, Pops Kettle Corn will be there, there will be hot chocolate and cookies, Santa pictures, and the movie "A Charlie Brown Christmas" will be playing.

Departmental Reports:

- A. **Police** – Sheriff Giles went over the October stats report. He expressed his gratitude for all the support he received in his campaign for Sheriff. Sheriff Giles also expressed the importance of calling the sheriff's office to report happenings when they occur instead of calling him or saying something after the fact.
- B. **Public Works** – Mayor McPhaul commended Howard and the whole Public Works staff for all their efforts in getting the park, cemetery and Museum cleaned up and maintained on a regular basis.

Standing Committee Reports:

- A. **Health & Safety** – Councilman T. Jones advised he met with the EMS Coordinator, Konner Hobbs, and Konner expressed interest in getting transportation for the elderly to and from appointments. They discussed how beneficial it would be to have a table set up at events where people would be able to have their vitals checked by a medical professional and this would help the "Know Your Numbers" initiative. Councilman T. Jones stated are going to be working together in getting training set up for CPR and First Aid.
- B. **Finance** – Councilman Bernstorf thanked Mrs. Morman on her dedication to the Town and how responsive she is to getting the auditors everything they need and questions answered in order to have a timely audit.
- C. **Memorial/Beautification** – Councilwoman Norris advised the pole decorating contest was a huge success and the 3 winners were all local businesses. Councilwoman Norris advised she plans to have another decorating contest for Christmas.
- D. **Public Property** – Council President Cox expressed his delight in finally getting something done at the intersection of Rt. 35 and Rt. 40 to help reduce the number of accidents that occur. This 4-way stop that has been put in place was due in part to the efforts of the Board of Supervisors, Delegate Otto Wachsmann, citizen complaints and VDOT all voicing opinions on how something needed to be done. Council President Cox stated that the VDOT has come up with a revised plan for the crosswalk at the Rt. 40 and Hwy 460 intersection and McDonalds is not involved. Council President Cox mentioned VDOT is awaiting information for the proposed Wawa before things can move further.
- E. **Streets** – Councilman K. Jones presented Council with a handout of items he has been working on since the last meeting. The listed items included a new

Railroad contact has been established, the flooding issue on New St. has been resolved, and street signs are being replaced as needed.

Old Business:

- A. **Carpenter Museum** – Mayor McPhaul stated the grounds and interior are being worked on. It has been discovered there is some structural issues that need to be addressed. Mayor McPhaul also reminded everyone that the Carpenter Museum has its own Board and bank accounts therefore no Town of Waverly money is being spent for the Museum.
- B. **Angel Tree** – Mayor McPhaul advised the Town has attempted contact with Social Services and no returned response so we are changing direction and will be supporting Toys for Tots and the adult homes within the town.
- C. **USDA – Rural Business Development Grant** – Mayor McPhaul advised funding for this grant will not starting until 2024.
- D. **Industrial Revitalization Fund Grant** – Mayor McPhaul stated all the final paperwork hopefully will be signed before the next meeting.
- E. **Economic Development Authority (EDA)** – Mayor McPhaul stated there has been no need to meet, but once grants are disbursed the Board will start meeting regularly.
- F. **Community Block Loan Grant** – Mayor McPhaul stated this grant is expected to start in 2024.
- G. **Update to Town Code** – Mr. Matthews advised the draft is being worked on.

New Business:

- A. **Leaf Pick-up** – Mayor McPhaul advised leaf pick-up started on Monday, November 13th and will continue until sometime in January 2024.
- B. **SCYARA Letter** – Mayor McPhaul explained how the Town has received a letter from the Sussex County Youth and Recreation Association (SCYARA) asking for operational funding.
- C. **Superior Signs Proposal** – Mayor McPhaul explained that current marquee is updated by Mr. & Mrs. Hellyer. There was a discussion about affixing an electronic digital signboard to the side of the New York Life/Sussex County Chamber of Commerce building. Mr. & Mrs. Hellyer have agreed that placing a board would be fine and it can be updated from anywhere using a computer or cellular device. On a motion by Council President Cox, seconded by Councilman K. Jones and carried the proposal from Superior Signs was approved and will be paid from the infrastructure funding.
- D. **United Rentals** – Mayor McPhaul stated that Public Works had contacted United Rentals for a few light towers and in turn were advised of a current sale trying to clear out older inventory. Mayor McPhaul advised that anytime we do an event at night we have a need for additional adequate lighting and this could be a valuable purchase as we wouldn't need to rent lights in the future. On a motion by Council President Cox, seconded by Councilwoman Norris and carried Mayor McPhaul was given the authority to spend up to \$10,000 on the purchase of light towers.

Closed Session:

Council President Cox moved that Council go into Closed Session at 7:33 p.m. under Section 2.2-3711(A)(1)(7) of the Code of Virginia to discuss legal matters and to include in this session the Mayor, Council, and Town Attorney. This was seconded by Councilman K. Jones and carried on a roll call vote with all members of Council present and voting in the affirmative.

Rise and Certify Closed Session:

Council Rose from Closed Session at 7:54 p.m.

Council President Cox moved that Council certify the Closed Session under Section 2.2-3712(d) that to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under this chapter and only such business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered in the meeting by the public body. This motion was seconded by Councilman K. Jones and carried on a roll call vote with all members of Council being present and voting in the affirmative.

Closed Session Report:

On a motion by Council President Cox, seconded by Councilman T. Jones and carried it was approved to give all Town of Waverly employees a \$500 Christmas bonus.

On a motion by Council President Cox, seconded by Councilwoman Norris and carried an administrator was appointed for paperwork regarding Rebecca Gay Estate at 313 Graydon Circle.

As there was no further business to come before Council the meeting was adjourned at 7:56 p.m. on a motion by Council President Cox, seconded by Councilman K. Jones and carried.


Clerk of Council


Mayor