



Town of Port Royal

Established 1744

“Behold Us Rising”

**January 16, 2018, 7:00 p.m.
Port Royal Town Council
Council Meeting
Public Hearing
Official Minutes**

Members Present: Mayor Jim Heimbach, Bill Henderson, Sharon Farmer, JP Wilkerson, Vice-Mayor Monica Chenault, Gladys Fortune and Alex Long.

Members Absent: None

Others Present: Town Manager Travis Quesenberry; Town Clerk Terri Harrison.

Audience: Chris Flora and Della Mills

The Meeting was called to order at 7:00 p.m.

A quorum was established.

PUBLIC COMMENT:

Ms. Mills addressed Council regarding the cats in the Town of Port Royal and what type of T& R Program (Trap and Release) the Council has considered, if any, and discussed ideas of how to ensure that the cats are spayed and neutered to help decrease the growing number of cats in the Town. **The Council requested that Ms. Della Mills and Mr. Bill Henderson form a committee and explore ideas and report back to Council at the February with recommendations regarding how to proceed with the cat population, health and welfare of the town.**

Mr. Flora commented regarding the water rates in Town, when Council reviews future rate increase possibilities, that they take into account any homes with in-ground pools, as residents with pools in other localities where he has worked, are charged a different fee than basic residential rates.

AMENDMENTS TO THE AGENDA:

None

REPORTS OF MEMBERS OF THE TOWN COUNCIL:

Sharon Farmer informed Council that she, acting on behalf of Historic Port Royal Inc., had met with the Historic Preservation group and asked who on Council serves as representative and was advised Alex Long serves as the Council Representative.

Alex Long reported that there will be a Planning Commission meeting, Monday, January 22, 2018 at 7:00 PM in Town Hall. Planning Commission meetings are open to the public.

JP Wilkerson reported that the committee has not to date secured a contractor for the bathroom renovations. Council appointed JP Wilkerson as Committee Chair; however, Sharon Farmer will continue to work on this project with Mr. Wilkerson.

Monica Chenault reported that despite the cold temperatures and snow, the Annual Tree Lighting and Santa visit was well attended; attendance was down by approximately half. She stated that a little more was paid out of Festival Committee funds account than originally estimated.

Mayor Heimbach stated that he and the Town Manager will be meeting with VDOT on Wednesday, January 17, 2018 to discuss Rt. 301 traffic plans. Alex Long stated that he planned to attend the meeting. The Mayor stated that because the meeting has not been publicly advertised, no other Council members should attend.

The Mayor stated that the reduction in speed in the Town limiting traffic to 35 MPH due to the recommendation coming from the County Sheriff citing it as a traffic hazard to have increased speeds, has been approved by VDOT. Once the signage is in place the Mayor will write a letter on behalf of the Council and Citizens of the Town thanking the Sheriff for assisting in this effort.

01-10 Consent Agenda:

Upon motion by Alex Long with a second by Bill Henderson, Council voted to move funds from the General Fund to the Mayors Discretionary Fund in the amount of \$500.00; to the Capital Improvement account from the General Fund in the amount of \$15,000.00; and to the Contingency Account from the General Fund in the amount of \$15,000.00. Voting Aye: Heimbach, Henderson, Farmer, Long, Chenault, Wilkerson, Fournune. Motion carried unanimously.

Upon motion by J P Wilkerson with a second by Gladys Fournune, Council voted to accept the Consent Agenda. Voting Aye: Heimbach, Henderson, Farmer, Long, Chenault, Wilkerson, Fournune. Motion carried unanimously

01-11 Report of the Town Attorney:

No Report Given

01-12 Board/Commission/Agency Representatives and Public Hearings:

The Mayor opened the Public Hearing at 7:28 p.m.. Intention of the Town Council of the Town of Port Royal, Virginia to Propose for Passage a Resolution Authorizing the Issuance of a General Obligation and Water Revenue Bond and providing for the form and details thereof.

The Town and Virginia Resource Authority have been advised by the Virginia Department of Health that the Town's Water Improvement Project is eligible for financial assistance through the Virginia Water Supply Revolving Fund in the form of a Water Revenue Bond in an amount not to exceed \$400,000 and a Principal Forgiveness Loan in an amount not to exceed \$600,000.

On May 17, 2017 after a duly held public hearing Town Council adopted a resolution authorizing the issuance of general obligation and revenue obligations of the Town of Port Royal to the Virginia Resources Authority in a principal amount not to exceed \$320,000 and recognized that financial assistance would be received from the Virginia Department of Health through a principal forgiveness loan in the amount up to \$480,000.

The purpose of this public hearing is to increase the amount to the Bond in the amount not to exceed \$400,000 and the principal forgiveness loan in amount not to exceed \$600,000 due to increased cost of the Water Improvement Project.

Mayor Heimbach called for questions or comments from the audience. Hearing none, the Mayor called a second time for questions or comments from the audience. Ms. Della Mills stated that she was happy with the reduction in the interest rate. Mr. Alex Long speaking as a citizen of the Town stated that it is great that Port Royal is fulfilling its fiduciary responsibility to the citizens of the Town. The Mayor called for a third and final request to hear comments from the floor. Hearing none, he called three times for comments or discussion from the Town Council. There was one comment from Ms. Monica Chenault stating that she takes offense with regard to the rate structure. The Mayor addressed this matter and stated it did not pertain to this matter before Council. Hearing no further comments or discussion the Mayor called the Public Hearing to a close at 7:50 PM.

Upon motion by Alex Long with a second by Bill Henderson, Town Council moved to adopt the Supplemental Resolution of the Town of Port Royal supplementing its Authorizing Resolution to provide for a Water Revenue Bond to be issued in an amount not to exceed \$400,000 and to also provide for the Principal Forgiveness Loan to be issued in the amount not to exceed \$600,000, and agreeing that the Authorizing Resolution as modified by this Supplemental Resolution is hereby ratified, adopted and confirmed. Voting Aye: Heimbach, Henderson, Wilkerson, Farmer, Long, Chenault and Fournet.

*****Need to insert a copy of the Bond Resolution; I need a signed copy also)**

01-13 Formal Presentations and Reports:

Monica Chenault provided Council with a breakdown of income and expense from the Pirate Festival.

01-14-1 Invoice from Dewberry Engineers, Inc. relating to the Port Royal Water System Improvement Project:

Upon motion by Alex Long with a second by Bill Henderson, the Port Royal Town Council voted to authorize the Mayor, Vice Mayor and/or Town Manager to issue a check to Dewberry Engineers, Inc., in the amount of \$4,720.00 for invoice number 1494592, for professional services associated with the Water Improvement Project. Voting Aye: Heimbach, Henderson, Wilkerson, Farmer, Long, Chenault, and Fourtune.

01-14-2 Award of Construction Contract for the Port Royal Water Improvement Project:

Upon motion by Bill Henderson with a second by Alex Long, The Port Royal Town Council voted to authorize the Town Manager to issue a Notice of Award to Franklin Mechanical Contractors for the Port Royal Water Improvement Project, in the amount of \$1,068,664, and authorize the Town Manager to execute a construction agreement with Franklin Mechanical Contractors, subject to approval of the construction services agreement as to form by the Town Attorney.

01-15- Discussion Items:

01-15-2: Formation of an emergency committee:

JP Wilkerson to Chair, Sharon Farmer to serve and they will find a third person preferably from the Mobile Home Park to serve. Committee will meet and formulate a plan and report back to Council at the February meeting.

01-15-3: Professional Event Planner:

Sharon Farmer has pursued Ms. Jo-Elsa Jordan, Bowling Green's Contracted Event Coordinator, she is very much interested in having discussions with the Town. Ms. Farmer will also contact a second candidate. She will report back at the February Council meeting.

01-15-3 Discussion relating to the Town Code Draft:

The Town Council authorized the purchase of flash drives for each Council Member with a copy of the Town Code in Draft form loaded onto it. The Town Manager and Clerk will work to get these out within the week. Council members can either view on their Personal Computers, or print from the flash drive.

01-15-4 Discussion relating to emergency connection between Dom Power and Rappahannock Electric Cooperative

Upon motion by Alex Long with a second by Sharon Farmer, the Port Royal Town Council voted to authorize the Town Mayor to draft a letter requesting Dominion Energy and Rappahannock Electric to work together to establish a connection, included copies to the State Corporation Commission. Voting Aye: Heimbach, Henderson, Wilkerson, Farmer, Chenault, Long and Fourtune.

01-15- Discussion relating to formation of an Audit Committee:

Alex Long requested to serve on the Audit Committee, the Mayor asked Monica Chenault if she would serve with Alex Long, and she agreed.

01-16 Report of the Town Clerk

Copy of report was given to each member of Council. There were no new businesses reported.

01-17 Report of the Town Manager:

The Town Manager reported on the water system under agenda item 01-14.2.

Upon motion by Gladys Fourtune with a second by J P Wilkerson, Council voted to adjourn the meeting at 9:20 PM. Voting Aye: Henderson, Long, Farmer, Wilkerson, Chenault, Fourtune and Heimbach.

Respectfully submitted,



M. Therese Harrison
Town Clerk