



TOWN COUNCIL REGULAR MEETING

21 Main Street

Tuesday, March 12, 2024 at 9:00 AM

MINUTES

AN OPEN MEETING OF THE TOWN COUNCIL OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON MARCH 12, 2024, AT 9:00 AM

Work Session

PRESENT

Mr. Carter Nevill, Mayor; Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Paul Mooney; Mr. Eric Gagnon; Mr. Frank Cassidy, Town Manager; Mr. Stephen Clough, Town Clerk; Mr. Martin Crim, Town Attorney.

ABSENT

Mr. David McGuire

Regular Meeting

PRESENT

Mr. Carter Nevill, Mayor; Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Paul Mooney; Mr. Eric Gagnon; Mr. Frank Cassidy, Town Manager; Mr. Stephen Clough, Town Clerk; Mr. Martin Crim, Town Attorney.

ABSENT

Mr. David McGuire

I. WORK SESSION - 9:00 AM

The Mayor called the meeting to order at 9:00 a.m. A quorum was present, and business could be conducted.

Mayor Nevill noted that Councilmember Semple would be joining the meeting remotely. He asked Mr. Semple to state his location and reason for remote participation.

Councilmember Semple stated that he was located at his home and participating electronically due to medical reasons.

Mr. Cassidy explained the artwork on the Dais today was provided from Fauquier County Public Schools for Youth Art Month.

A. Town Manager's Department Overview

Frank Cassidy, Town Manager, introduced the topic.

Mr. Cassidy provided an overview to the Council of the Town Manager's office and role.

He Explained that primary functions of the Town Manager position are to improve communications, Outreach, community collaboration, and obviously, to better engage in problem solving. He explained that Town Manager oversees staffing in all departments of the Town. He added that he ensures that the Vision of the Town is what is guiding staff actions.

Mr. Cassidy said that in his role he was also the liaison between other government agencies, the courts, and the Council.

He spoke highly of the Staff in the Town of Warrenton and commended them for their actions.

Mr. Cassidy spoke to inclusion, consistency, integrity, and following the guiding principles of the Town. He highlighted the upcoming “Needs based budget” that he would be presenting to Council next month and the steps staff have taken to reduce costs. He celebrated the amount of work that staff has been able to get done this year and the steps the Town has taken towards transparency.

Mr. Cassidy said that the focus on communication was key and described the efforts of the Town Talks and the initiation of a citizen’s academy. He also spoke to the challenges of communication with the population.

Mr. Cassidy highlighted upcoming projects including Main Street, Courthouse Square and 211/ Broadview Avenue.

Councilmember Mooney asked how much money the Town was contributing to Broadview.

Mr. Cassidy said that the total amount contributed was \$1.5 million; the project itself was \$12 million. There were no traffic circles in this section of the Broadview improvements, but the traffic circles at Winchester, Hastings, Lee Highway, and Blackwell were estimated to be \$30 million.

Councilmember Semple asked what sources were drawn from to form the Town’s vision.

Mr. Cassidy stated that the vision of the Town was formed by the stated goals of the Town government as well as the input and direction the Town was asking them to move in.

Councilmember Mooney requested that staff consider utilizing the reallocated ARPA funds for small business assistance in Town.

Mr. Cassidy replied that staff would look into it; however, the ARPA funds were mostly earmarked for other projects.

B. Analysis of Courthouse Square Traffic Pattern March 2024

Frank Cassidy, Town Manager, introduced the topic. He provided a brief summary of the item to Council.

Mr. Cassidy explained the efforts that staff have done to study this intersection and the steps they would be undertaking to test different traffic patterns and the stakeholders involved.

Councilmember Gagnon asked Mr. Cassidy to explain why it was necessary to constrain the lanes from two lanes to one lane.

Mr. Cassidy answered that the primary reasons were related to safety and visibility at the conflict points of the intersection.

Councilmember Semple asked why they chose to implement a no-left-turn on Winchester Street, rather than putting a stop sign at the corner of Old Alexandria Pike coming into the Town, or yield with signs to prevent blocking the intersection.

Mr. Cassidy replied that the reasoning was due to the amount of distractions and congestion from setting up the temporary traffic patterns. The left turn on Winchester was limited for the purpose of this assessment, but the idea for the long term may bring the left turn back, depending on the feedback received.

C. Review of the Strategic Planning Meeting

Frank Cassidy, Town Manager, introduced the topic.

Mr. Cassidy provided a review of the strategic planning meeting to Council.

He shared discussions from Ms. Dittmar of the Virginia Institute of Government and the recommendations she has provided to the Council.

Mayor Nevill stated that a recommendation from their planning was to create a committee to address the update to the Town handbook and create a code of conduct. He recommended Councilmembers McGuire and Mooney to serve on the committee.

Mr. Cassidy and Mayor Nevill discussed the staff assistance of Mr. Stephen Clough, Town Clerk, and Ms. Kasey Braun, Human Capital Director.

D. Storm Water Ordinance Initiation

Steven Friend, Director of Public Utilities, introduced the topic. He provided a brief summary of the item to Council. He explained that this was a consolidation bill to have the Stormwater and Erosion Sediment Control documents as a stand alone item. He explained that this was not a change to the articles and that the Towns ordinances were already stricter than required.

Councilmember Mooney asked if this process began with the state or if the Town staff would initiate it.

Mr. Cassidy answered that the state usually takes the lead on these items because they are state requirements that the Town will fulfill.

Councilmember Semple asked if special language was necessary to move this ordinance forward.

Martin Crim, Town Attorney, confirmed that no special language was required by the state for this ordinance initiation.

Mayor Nevill confirmed there was consensus from Council to add this Storm Water Ordinance Initiation to the Consent Agenda this evening.

E. Town/County Liaison Meeting Update

Mayor Nevill introduced the topic.

Mayor Nevill provided an update to Council. He explained that the discussions started with an affordable housing update and the town expressing a desire to work with the County on that item. The committee discussed transportation and specific roadworks projects. The Town of Remington provided an update on their projects including a new Town Hall. The committee spoke on the new County Wellness Center opening and invited Council to attend. Mayor Nevil stated that Supervisor Ike Broaddus had requested an update about the transmission line to the Amazon data center and that the Town has been informed there are no new transmission lines coming for this project and that all lines in Town would be buried at the cost of the applicant.

F. Agenda Review

Frank Cassidy, Town Manager, reviewed the agenda.

Councilmember Gagnon stated that there were two resolutions under Unfinished Business for today's meeting. One was related to FOIA redactions to the noise-emitting equipment in the Amazon site development plan and the other was related to disclosure of the power supply for the Amazon data center facility. He emphasized that the reason for these resolutions was to proactively address public health and safety impacts.

Mayor Nevill asked if Councilmember Gagnon had worked with the Town Attorney and staff on these resolutions.

Councilmember Gagnon replied no.

Council and the Town Attorney discussed the appropriateness of the proposed resolutions as they related to the existing processes of reviewing SUPs and SDPs. They discussed the discretionary redactions and the outcomes of releasing that redacted information to the public. They discussed that the project would not be operable unless it met all conditions in their ordinances and facilities standards manual.

Councilmember Mooney agreed with Councilmember Gagnon that these issues must be addressed; however, he was unsure if these resolutions were the appropriate way for Council to resolve them.

Councilmember Gagnon expressed concern that there was not sufficient public oversight regarding the redacted information and the lack of information available regarding the power supply for this application.

Mayor Nevill stated that the resolutions were not doing anything further than what their current work was doing. He clarified that the information withheld from the public was not withheld from Town staff in their review of the plans. He clarified that staff's duty was to ensure that the application plans complied with the Town's ordinances and the SUP requirements.

Councilmember Mooney asked Mr. Walton how he could establish criteria to ensure the public knew how the power would be supplied to a site such as this.

Mr. Walton replied that they would update their Zoning Ordinance, which contained a site development plan article that detailed the requirements to be shown on the site development plan.

Councilmember Mooney expressed concern that such an update may result in undue burden being placed on all future applicants.

Mr. Cassidy clarified that the SUP process was utilized to provide specific guidelines for projects such as this, with the intention of mitigating the external effects of the project. He noted that specific issues such as noise were addressed in the SUP document.

Councilmember Mooney suggested Council make a unified effort in demonstrating to the public that they were doing absolutely everything they could for public health and safety.

Councilmember Semple stated that his main concern was whether Council was properly making sure conditions were met that exist already in this particular SUP; they were not setting a precedent for future SUPs. He stated that he believed the proposed resolutions were basically confirmatory. In that aspect, they were demonstrating to the public that Council had enough resolve that they were responsive to their health, safety, and welfare. These resolutions, as long as they passed legal muster, did nothing more than express to their constituents that they had done all they can.

Mayor Nevill stated that Council had already affirmed on the record that this application had to meet all conditions on a legal standard as well as the conditions in the SUP. He stated he found it unusual to pass a resolution to affirm what they had already been on the record to the public. If they somehow could not say it on the record but had to rely on the resolution, then there was something failing in their work.

Councilmember Mooney stated his support for drafting a resolution that the process would not move forward until certain conditions are met, and that a third party would perform a noise test on the equipment.

Councilmember Gagnon requested that Council take up the resolutions for a vote.

Mayor Nevill confirmed that the resolutions would remain on the agenda for this evening.

G. Arrington Update – Town Attorney

Martin Crim, Town Attorney, introduced the topic.

Mr. Crim provided an update to Council. He noted that the draft annexation voluntary settlement agreement had been provided to Council; however, there had been minor changes so the version in the agenda was not quite final. He stated that there were a number of procedural steps in this item, and Council would vote on this item after the public hearing. He stated that he was requesting Council to approve the modified settlement agreement tonight on a preliminary basis in order to be forwarded to the Commission of Local Government for review.

Councilmember Semple requested that this item be deferred for one month so that they could have more time to review it as a body before making a decision. Councilmember Semple asked about a section of the draft agreement which stated “unless until the Town rezones the property.”

Mr. Crim clarified that the phrase was added to reaffirm that it would be permit zoning because all zoning is temporary and subject to change at any point through the appropriate process. He stated that it was meant to preserve the Town Council’s right to rezone the property in the future.

Mayor Nevill asked if there was any consequence to moving this item to the April agenda.

Mr. Crim replied yes. The developer wanted to bring a customer into the commercial portion of this development. The commercial development was time-sensitive, so they had been asked to move this forward. The Commission of Local Government process could take six months, which could be detrimental to this commercial development.

Vice Mayor Hartman asked if one more month was that critical.

Roy Barnett, Van Metre Companies, answered that they were trying to move the process along, but would defer to the Council’s decision on the appropriate treatment of this.

Mayor Nevill confirmed there was consensus from Council to keep the item on today’s agenda.

Adjournment

With no further business, this meeting was adjourned at 11:23 a.m on Tuesday, March 12th, 2024.

II. REGULAR MEETING - 6:30 PM

Mayor Nevill noted that Councilmember Semple would be joining the meeting remotely. He asked Mr. Semple to state his location and reason for remote participation.

Councilmember Semple stated that he was located at his home and participating electronically due to medical reasons.

A. INVOCATION.

Pastor Dennis DeMoro led the invocation.

B. PLEDGE OF ALLEGIANCE.

Mayor Carter Nevill led the Pledge of Allegiance.

C. PROCLAMATIONS, RECOGNITIONS, AND PROMOTIONS.

Frank Cassidy, Town Manager, said there were several staff members they would recognize this evening.

Mr. Cassidy announced the Town's new hires: In the Parks and Recreation Department, Lifeguards Eli Kiffney, Aidan Post, and Marcus Pollack-Lamirand;

Mr. Cassidy announced the Town's staff promotions: in the Public Works Department, MEOIII Team Lead Brandon Wagner, MEOII Warren Stringfellow, and MEOI George Clatterbuck earned their Class A CDL; in Facilities & Fleet Management, Fleet Mechanic Richard Benavidez completed his American Lung Association Biobased Academy as a Biobased Certified Fleet Professional and was certified as a Virginia State Police Motor Vehicle Safety Inspector; in the Human Capital Department, Human Capital Generalist Dennis Merz earned his LEAD Certification; in the Public Works Department, Director John Ward; in the Public Utilities Department, Director Steven Friend; in the Finance Department and Town Manager Department, Deputy Town Manager Stephanie Miller; in the Police Department, Chief Carter received accreditation with the Virginia Law Enforcement Accreditation League.

Mr. Cassidy recognized in the Public Works Department, MEOIII Team Lead Brandon Wagner

Mayor Nevill congratulated staff on their recent achievements.

a. Youth Art Month

Mayor Nevill presented the Youth Art Month Proclamation.

Jessica Beach, art teacher at Brumfield Elementary, accepted the proclamation and gave remarks. She invited the public to attend the Arts Festival at Kettle Run High School on March 22, 2024 from 6:00 p.m. to 8:00 p.m. and March 23, 2024 from 12:00 p.m. to 3:00 p.m.

A Student presented the Mayor with a piece of art. It was displayed in Town Hall for the Following month to celebrate Youth Art Month.

b. Proclamation of Recognition – Virginia Gerrish, ARB

Mayor Nevill presented the Proclamation of Recognition to Virginia Gerrish, ARB.

Ms. Virginia Gerrish accepted the proclamation.

c. Proclamation of Recognition – Laura Bartee, ARB

Mayor Nevill presented the Proclamation of Recognition to Laura Bartee, ARB.

Ms. Laura Bartee accepted the proclamation.

D. CITIZEN'S TIME.

Citizen's time Sign in Town Council Regular Meeting: March 12, 2024		
Name	Address	Topic
Molly Newman	131 Moser Road	Heroes Bridge housing project
Cindy Burbank	Barnell Court	Amazon data center project
Percy Dunnigan	160 Beach Street	Transparency on Council
Joe Figarelli	102 Winchester Street	March 12, 2024 Town Council work session

Molly Newman spoke regarding the Heroes Bridge housing project.

Cindy Burbank spoke regarding the Amazon data center project.

Percy Dunnigan spoke regarding transparency on Council.

Joe Figarelli spoke regarding the March 12, 2024 Town Council work session.

E. APPROVAL OF THE AGENDA.

Mayor Nevill sought a motion to approve the agenda.

Motion put forth by Vice Mayor Hartman was to approve the agenda.

Seconded by Councilmember Hamby.

The vote was as follows:

Ayes: Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Paul Mooney; Mr. Eric Gagnon.

Nays:

Abstention:

Absent: Mr. David McGuire

The motion passed unanimously (6-0); the agenda was approved. Mr. McGuire was absent.

F. PUBLIC HEARINGS.

- 1. A RESOLUTION TO AMEND THE FISCAL YEAR 2024 ADOPTED BUDGET TO APPROPRIATE SEPTIC LOCAL PARTNERS PROGRAM (SLPP) GRANT FUNDING FROM THE Virginia Department of Environmental Quality – The SLPP program provides funding for qualified property owners to be reimbursed certain costs incurred for connecting to the Town’s sewer system and remediating their septic system**

Denise Harris, AICP, introduced the topic. She provided a brief summary of the item to Council.

The public hearing was opened at 6:57 p.m.

The public hearing was closed at 6:57 p.m.

Mayor Nevill sought a motion on the item.

Motion put forth by Vice Mayor Hartman was to adopt the resolution to amend the Fiscal Year 2024 Adopted Budget to appropriate Septic Local Partners Program (SLPP) Grant funding from the Department of Environmental Quality.

Seconded by Councilmember Hamby.

The vote was as follows:

Ayes: Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Paul Mooney; Mr. Eric Gagnon

Nays:

Abstention:

Absent: Mr. David McGuire

The motion passed unanimously (6-0); the Resolution was approved. Mr. McGuire was absent.

G. CONSENT AGENDA.

- a. Planning Commission Annual Report**
- b. Storm Water Ordinance Initiation**

Mayor Nevill sought a motion on the item.

Motion put forth by Councilmember Hamby was to approve the Consent Agenda as presented.

Seconded by Councilmember Mooney.

The vote was as follows:

Ayes: Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Paul Mooney; Mr. Eric Gagnon

Nays:

Abstention:

Absent: Mr. David McGuire

The motion passed unanimously (6-0); the Consent Agenda was approved. Mr. McGuire was absent.

H. NEW BUSINESS

There was none.

I. UNFINISHED BUSINESS

- a. Councilmember Gagnon's Resolutions**

Councilmember Gagnon introduced the topic. He provided a brief summary of the item.

Councilmember Gagnon stated that these resolutions were necessary due to the size and scope of the Amazon data center project and its potential impacts on the public health and safety of the community. He emphasized that it was crucial for the public to view the redacted information and receive noise study results prior to Amazon's construction of the facility. He requested a roll call vote on both resolutions.

Councilmember Mooney asked if it was correct that the Town staff could not approve the application unless they satisfactorily met all conditions of the SUP.

Mr. Cassidy confirmed that was correct; they could not approve anything that did not meet all requirements of the SUP. He clarified that the redactions related to noise were about the equipment and not referring to the noise levels. He reiterated that staff had sufficient information to review these plans.

Councilmember Mooney suggested that Council should consider collaborating with staff and citizens to draft a resolution ensuring there was a third-party review of the actual equipment used and a resolution including a third-party review of the building permit process. He asked if they could take a pause and work on resolutions that would hold Amazon and their Town staff accountable to the SUP conditions.

Councilmember Semple expressed his support of the resolutions as drafted.

Mayor Nevill noted that the resolutions should be reviewed by the Town Attorney and staff prior to advancing them.

Mayor Nevill sought a motion on the item.

Motion put forth by Councilmember Mooney was to table the item to a date to be determined.

Seconded by Councilmember Hamby.

The vote was as follows:

Ayes: Ms. Heather Sutphin; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Paul Mooney

Nays: Mr. William Semple; Mr. Eric Gagnon

Abstention:

Absent: Mr. David McGuire

The motion passed (4-2); the item was tabled to a date to be determined. Mr. McGuire was absent.

b. Arrington Update – Town Attorney

Martin Crim, Town Attorney, introduced the topic. He provided a brief summary of the item to Council.

Mayor Nevill sought a motion on the item.

Councilmember Semple requested that they hold a work session dedicated to this item so everyone had a thorough understanding of the entire proposal.

Mayor Nevill expressed his support for the request.

Motion put forth by Councilmember Hamby was to authorize the Town Manager and Town Attorney to present jointly with Fauquier County the Voluntary Settlement Agreement as shown on the Council agenda to the Commission of Local Government, subject to any changes in the voluntary settlement agreement approved by the Town Manager and Town Attorney to initiate the boundary line adjustment process in the Code of Virginia 15.2-3400.

Seconded by Vice Mayor Hartman.

Mayor Nevill confirmed that they would arrange a work session with the Planning Commission to discuss this item.

The vote was as follows:

Ayes: Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Paul Mooney; Mr. Eric Gagnon

Nays:

Abstention:

Absent: Mr. David McGuire

The motion passed unanimously (6-0); the Town Manager and Town Attorney were authorized to present the voluntary settlement agreement. Mr. McGuire was absent.

J. TOWN ATTORNEY'S REPORT.

Martin Crim, Town Attorney, reported that he had updates to provide Council regarding a few items from the General Assembly. Noted there were two Commendation Provisions passed by the General Assembly this session; one commending the Warrenton Horse Show Association on its 125th anniversary, and the other commending the Warrenton Volunteer Fire Company on its 100th anniversary.

Mr. Crim reported that the FOIA bill they had been tracking, SB-36, was on the Governor's desk, and he was hopeful it would be signed. House Bill 906, affecting residential utility cutoffs with municipally-owned utilities was on the Governor's desk as well. There were bills which passed both House and Senate regarding cannabis legalization for retail market, and they expected them to be vetoed.

Mr. Crim reported that next month, the day before the next Council meeting, there was a total solar eclipse crossing the United States, which he would be viewing in Missouri. He stated that he would have Ms. Pamela O'Berry substitute for him at the next Council meeting.

K. TOWN MANAGER'S REPORT.

Frank Cassidy, Town Manager, reported that the hallway was now set up for the Celebration of Excellence and Action. Along with that, they had QR codes available in the hallway and on the

Town website to access a communications survey. Staff worked with the communities in the Colony to reach an agreement for establish fire lanes, and he thanked the HOAs and staff for working together.

Mr. Cassidy reported that next Monday they would begin setting up the new traffic pattern at Courthouse Square. He encouraged the public to provide constructive feedback so staff could accurately assess the situation and next steps.

Mr. Cassidy reported that on March 20, they would be having Town Talks at 18 Court Street. They would have Mr. Hunter Digges available to discuss building code, property maintenance code, and fire code subjects, and the Finance Department staff would be there to talk about government budgeting. He stated that they would also be discussing roads, specifically the Broadview project.

Mr. Cassidy reported that on April 1, the budget would be delivered. On April 5, it would be their First Friday. They were working with two businesses on parklets and were trying to work out remaining construction issues so they would be set up for First Friday. On April 8, they would be having Spring Cleanup, so Public Works would be picking up trash and other debris around Town.

Mr. Cassidy reported that June 28 marked the return of the Warrenton Town Limits Festival. The Parks and Recreation Department and Special Events Committee were doing a fantastic job getting sponsors and it was coming together nicely.

L. COUNCILMEMBERS TIME.

Mr. Gagnon: Mentioned that during his campaign, he utilized his 41 years in the publishing business to publish a newsletter called Ward 5 Street News, which received a very positive response. Announced that Issue #4 of the newsletter would be coming out later this week, which would have all the news on current issues, including some things discussed during this meeting. Expressed his excitement about a new feature, which was that each article would have a QR code for an online survey so readers could give feedback on various issues.

Vice Mayor Hartman: Thanked and congratulated all staff for their promotions and certifications. Recognized the work of Denise Harris and Rob Walton, and especially Anita Sutherland, Catherine Nevill, and everyone who worked on the Septic Remediation Committee along with Councilmember Hamby. Acknowledged the work done by everyone and the expenses incurred by some citizen members to do some of the research. Thanked the Police Department, the Fire Department, and the Horse Show Grounds. Acknowledged that March is Colon Cancer Awareness Month, and today in Washington D.C. they put 27,000 blue flags on the National Mall to recognize those under 50 who were projected to be diagnosed by 2030. Explained that one year ago, he was diagnosed with Stage IV colon cancer that metastasized to his liver, and it probably would not have happened had he gotten a colonoscopy at age 50. After chemotherapy and two surgeries, things were looking pretty good. Asked everyone to love their colon and get a colonoscopy. Noted that many things got sent out in the mail, so he asked that everyone not believe everything they read and take everything with a grain of salt.

Mr. Hamby: Congratulated the Fire Department and the Horse Show Grounds on their historic anniversaries. Noted that he believed they were the oldest shareholder corporation in Virginia. Acknowledged that a lot of time and effort was put into septic remediation, and although the Town was able to receive \$750,000, there was still a lot of work to be done. Noted that improved mapping of the Town allowed them to better understand the current situation. Stated there was no one in Town who had reported an imminent septic problem, but the septic tanks themselves were long-term legacy problems they would rather deal with now than in 2045. Acknowledged that it was a long project for everyone involved, and he expressed gratitude to everyone who helped them secure that grant funding. Thanked staff for their hard work this week. Expressed his eagerness to work on the upcoming budget in April.

Mr. Semple: Congratulated the Septic Remediation Committee for doing something that would benefit his Ward and his residents in Oliver City. Expressed his hope they would satisfy the continuing request from Lynette Lewis so her mother, Joan Williams, may have an opportunity to connect to a sewer line at an affordable cost. Emphasized that this was a wonderful start, and that he was amazed at the number of septic systems and wells still in existence within Warrenton. Expressed his appreciation for Mr. Cassidy's leadership so far and for his communication style as he explained the ongoing Town business. Encouraged the public to see the Fauquier Community Band when they performed at the Town Limits Festival.

Ms. Sutphin: Expressed her excitement about the total solar eclipse mentioned by Mr. Crim. Recalled that she was working at the Fauquier Times during the last eclipse, and they all got on the roof to view the eclipse through their eclipse glasses. Thanked Public Works for all their hard work in her Ward, including the sidewalk improvements and new lights. Expressed her appreciation for the work of the Water Treatment Plant employees. Thanked Mr. Walton and Ms. Harris for their incredible work throughout the Amazon application and process. Thanked Ms. Miller for her hard work. Congratulated staff on their promotions. Congratulated the Fire Department on their 100th Anniversary and the Warrenton Horse Show Grounds on their 125th Anniversary. Stated that when she was hosting an open house recently, everyone who came to view the house told her how much they loved Warrenton, which made her extremely proud. Expressed her gratitude to be from Warrenton and to serve on Town Council, where she was able to make decisions to ensure the future of the Town and its children was for the better.

Mr. Mooney: Congratulated staff on their promotions. Thanked everyone for attending tonight's meeting, and thanked Mr. Dunnigan for his public comment. Expressed that he took his position seriously and looked forward to working with his colleagues to get something together. Noted that he would like to hold a special meeting before next month's meeting, but was unsure of the procedure. Clarified that he took these issues very seriously and wanted them to come up with good things. Expressed his firm belief that if Mr. Cassidy was their Town Manager, they would have had Town Talks and a lot more open and transparent government processes. Encouraged the public to set meetings and ask Mr. Cassidy hard questions. Acknowledged that he would continue to ask him hard questions and that what he would propose would hold him accountable. Emphasized that they must make resolutions that hold the Town Manager accountable because that was their appointed official. Thanked Mr. Cassidy for promoting employees from within the organization. Expressed his eagerness for working with Councilmember McGuire on the code of ethics. Emphasized it was extremely important and he was excited to be working on it. Expressed that he was looking forward to reviewing ARB applicants. Encouraged those who had previously

served on the ARB to send thoughts and questions of good traits of members to add to the ARB. Noted that he had a great meeting with some Town residents and the EOTW representative. Stated that with the resolution that did not pass last week with the apartments, he believed the Council should do something as a body. Requested Council consider initiating a Zoning Text Amendment to allow ADUs by right with regulations. Stated that he would be happy to sponsor it and meet with anyone who wished to do so. Reiterated that March 20 is the next Town Talk, and he encouraged everyone to ask Mr. Cassidy some hard questions, including about the new traffic pattern. Noted that he would be reviewing the left turn onto Winchester Street with Mr. Cassidy to make sure the people who had reached out to him had their concerns heard. Reiterated that there was no perfect solution for this, but there is a better solution, which is what they were trying to find. Wished everyone a Happy St. Patrick's Day and encouraged everyone to attend the parade at Rady Park and ending at the Irish pub in Town.

M. ADJOURNMENT.

With no further business, this meeting was adjourned at 8:04 PM on Tuesday, March 12th, 2024.

I hereby certify that this is a true and exact record of actions taken by the Town Council of the Town of Warrenton on March 12th, 2024.

Stephen M. Clough
Town Recorder

Attachments:

- 1) Handouts to Council from Citizen's time. March 12th, 2024.
- 2) Citizen Comment Emails and form submissions.
- 3) Signed legislation.



The Town of Warrenton
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March 12th, 2024, Regular Town Council Meeting Minutes

Attachment 1: Signed legislation

A PROCLAMATION RECOGNIZING MARCH 2024 AS YOUTH ART MONTH IN THE TOWN OF WARRENTON, VIRGINIA

WHEREAS, The study of art leads to a fuller, more meaningful life; and

WHEREAS, art education provides substantial educational benefits to all elementary, middle and secondary students; and

WHEREAS, art education develops students' creative potential and improves problem-solving and critical thinking skills by reinforcing and bringing to life what students learn in other subjects; and

WHEREAS, art education teaches sensitivity to beauty, order and other expressive qualities, and also gives students a deeper understanding of multi-cultural values and beliefs; and

WHEREAS, art education advances student mastery in art production, art history, art criticism and aesthetics; and

WHEREAS, our national leaders have acknowledged the necessity of including art's experiences in all students' education; and

WHEREAS, the National Art Education Association, in conjunction with the Virginia Art Education Association strives to improve the wellbeing of our communities by upgrading visual awareness of the cultural strengths of Warrenton, Virginia, and the United States as a whole; and

WHEREAS, the residents of our Town have joined the National Art Education Association in supporting the youth of our community in their intellectual development through artistic endeavors, and offering support to our committed art teachers; and

NOW, THEREFORE BE IT PROCLAIMED that the Mayor of the Town of Warrenton hereby recognizes March 2024 as Youth Art Month in the Town of Warrenton, Virginia. All residents are urged to give their full support to quality school arts programs for our youth.



H. E. Carter Nevill
Mayor Town of Warrenton

**A PROCLAMATION RECOGNIZING LAURA BARTEE FOR HER DEDICATION AND SERVICE
TO THE TOWN OF WARRENTON, VIRGINIA**

WHEREAS, the Architectural Review Board of the Town of Warrenton is the legislative body charged, under the laws of the Commonwealth of Virginia and the Zoning Ordinance, to decide on applications to preserve the character of the Historic District of the Town of Warrenton, decisions of the Board are supported by the Historic District Design Guidelines, which provide a framework for consistent decision making by elaborating upon the Zoning Ordinance's goal to identify, protect, and preserve the historic character of the Historic District and every resource within its boundaries; and

WHEREAS, Laura Bartee was appointed to the Warrenton Architectural Review Board in February of 2017 to fill an unexpired term and was reappointed in 2018 and 2021; and

WHEREAS, Ms. Bartee served as the Vice Chair of the ARB in 2018 and was appointed as the Chair in 2024 to conduct meetings with knowledge and dedication bringing an architect's eye to the projects before the board; and


WHEREAS, Ms. Bartee was known for her outstanding contributions of local knowledge, understanding, and guidance to reach better outcomes for a myriad of projects within the Historic District; and

WHEREAS, Ms. Bartee can be proud of the work she has done during her tenure, especially the efforts to establish the updated historic guidelines; and

WHEREAS, Ms. Bartee's desire to serve this community showed her empathy, fairness, and sense of duty to the Town and to the ARB through countless projects and productive discussions over the years; and

NOW, THEREFORE BE IT PROCLAIMED that the Mayor of the Town of Warrenton hereby recognizes and deeply appreciates the contributions of Ms. Laura Bartee for her dedication and service to the Architectural Review Board, the Town of Warrenton, Virginia, and its Citizens. May she continue to drive around town and see the work that she helped shape stand through time into history.





H. E. Carter Nevill
Mayor Town of Warrenton

**A PROCLAMATION RECOGNIZING VIRGINIA GERRISH FOR HER DEDICATION AND
SERVICE TO THE TOWN OF WARRENTON, VIRGINIA**

WHEREAS, the Architectural Review Board of the Town of Warrenton is the legislative body charged, under the laws of the Commonwealth of Virginia and the Zoning Ordinance, to decide on applications to preserve the character of the Historic District of the Town of Warrenton, decisions of the Board are supported by the Historic District Design Guidelines, which provide a framework for consistent decision making by elaborating upon the Zoning Ordinance's goal to identify, protect, and preserve the historic character of the Historic District and every resource within its boundaries; and

WHEREAS, Virginia Gerrish was appointed to the Warrenton Architectural Review Board in August of 2018; and

WHEREAS, Ms. Gerrish helped shape the meetings of the ARB as the Vice Chair, a position to which she was appointed in 2023; and

WHEREAS, Ms. Gerrish, as an integral member of the ARB highlighted that the board has done quite a bit to improve the quality of the review process and enhance its relationship with the Town and has worked to provide fair and appropriate reviews of projects, particularly for the Town's small businesses within the Historic District; and

WHEREAS, Ms. Gerrish's contribution to the development and adoption of the updated Town of Warrenton Guide to Historic Resources and Guidelines in 2022 was a crowning achievement in her tenure with the ARB; and


WHEREAS, Ms. Gerrish's desire to serve her community shows in her tireless dedication to illuminating and preserving the historic character of Warrenton's Historic District as a whole; and

WHEREAS, Ms. Gerrish's foundational education in the field of Historic Preservation has served as an invaluable asset to the community within the Historic District and beyond; and

WHEREAS, Ms. Gerrish's six years as a member and as Vice Chair of the ARB has now come to an end, but her positive, physical impact to ensure the maintenance of Warrenton's historic integrity will continue to be experienced throughout the Historic District for future generations to come, just as any Preservation-minded individual would have it.

NOW, THEREFORE BE IT PROCLAIMED that the Mayor of the Town of Warrenton hereby recognizes and deeply appreciates the contributions of Virginia Gerrish for her dedication and service to the Town of Warrenton, Virginia, and its Citizens. May Ms. Gerrish leave with a full heart knowing her actions have lead to a better Town.




H. E. Carter Nevill
Mayor Town of Warrenton

March 12, 2024
Town Council
Regular Meeting
RES-24-03-001

A RESOLUTION TO AMEND THE FISCAL YEAR 2024 ADOPTED BUDGET TO APPROPRIATE SEPTIC LOCAL PARTNERS PROGRAM (SLPP) GRANT FUNDING FROM THE VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

WHEREAS, the Warrenton Town Council is charged by the Code of Virginia with the preparation of an annual budget for the Town of Warrenton; and

WHEREAS, on June 13, 2023, the Town Council adopted the Town of Warrenton Fiscal Year 2024 Budget; and

WHEREAS, during the fiscal year, certain events occur that necessitate amending the budget; and

WHEREAS, the Virginia Department of Environmental Quality authorized and reserved a reimbursable Septic Local Partners Program (SLPP) grant to the Town the amount of \$750,000 to administer septic assistance utilizing the American Rescue Plan Act (ARPA) funds; and

WHEREAS, the Virginia Department of Environmental Quality approved a Program Design that allows for qualified, first come-first serve property owners to participate through a reimbursement based on income guidelines on October 26, 2023; and

WHEREAS, the Town Council authorized by Resolution on February 13, 2024, the Town Manager to sign the grant agreement with the Virginia Department of Environmental Quality; and

WHEREAS, the Town Council held a public hearing on March 12, 2024, to amend the Fiscal Year 2024 Adopted Budget to appropriate the \$750,000 reimbursable grant; and

WHEREAS, the grant agreement must be executed by March 31, 2024, with 50% of the grant amount disbursed by December 31, 2025, and the grant completed in 2026; and

NOW, THEREFORE, BE IT RESOLVED this 12th day of March 2024 that the Warrenton Town Council Hereby amends the Fiscal Year 2024 Adopted Budget to appropriate \$750,000 in reimbursable grant funding from the Virginia Department of Environmental Quality.

Votes:

Ayes: Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Eric Gagnon; Mr. Paul Mooney

Nays:

Absent from Meeting: Mr. David McGuire

For Information:

Budget Manager

ATTEST: _____


Town Recorder

March 12, 2024
Town Council
Regular Meeting
RES-24-03-002

**A RESOLUTION DIRECTING TOWN STAFF TO INITIATE AN ORDINANCE CHANGE FOR THE STORM
WATER MANAGEMENT ORDINANCE**

WHEREAS, the current Storm Water Ordinance is included in the Zoning / Planning Ordinances as articles 4 & 5; and

WHEREAS, updates to the Virginia Erosion & Sedimentation Control and Stormwater Management Regulation (9VAC25-875) included consolidation requirements of the Erosion and Sediment Control Regulations (9VAC25-850); Erosion and Sediment Control and Stormwater Certification Regulations (9VAC25-850) and Virginia Stormwater Management Program Regulation (9VAC25-870) into one chapter of the Virginia Administrative Code; and

WHEREAS, State Law requires the combination of the three chapters; the new regulation clarifies program requirements, eliminate redundancies, and corrects inconsistencies between the stormwater management and erosion control regulations; and

WHEREAS, a new erosion and stormwater ordinance is being produced to be known as the "Erosion and Stormwater Management Ordinance" to address the new combined Erosion and Stormwater Regulations as required per state code to take effect July 1, 2024;

NOW, THEREFORE, BE IT RESOLVED that the Warrenton Town Council hereby directs Town staff to initiate the Stormwater Management Ordinance and advertise the public hearing for the April 9th, 2024, Regular Town Council Meeting.

ATTACHMENT:

Votes:

Ayes: Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman, Vice Mayor; Mr. Eric Gagnon; Mr. Paul Mooney

Nays:

Absent from Meeting: Mr. David McGuire

For Information:
Town Manager

ATTEST: _____


Town Recorder