

MINUTES
WARSAW TOWN COUNCIL
REGULAR MEETING
FEBRUARY 12, 2026

The Warsaw Town Council held its regular meeting on Thursday, February 12, 2026, at 6:00 p.m. in Council Chambers at 78 Belle Ville Lane, Warsaw, VA. Council members Present: Mayor Randall L. Phelps, Vice-Mayor Paul Yackel, Mary Beth Bryant, Jonathan English, Daphne Palmore, Bobby Walters, Patrick Stone and Ralph Self.

Town staff present: Town Manager Joseph Quesenberry, Assistant Town Manager Melissa Coates, Chief of Police Sean Peterson, Director of Public Works Jesse Schools, Treasurer/Clerk Julia Blackley-Rice, and Lieutenant Barry Radden.

Also present: Approximately nine others were in the Council Chambers.

CALL TO ORDER

Mayor Phelps called the meeting to order at 6:00 p.m. and then led the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA

Councilman Stone moved to approve the consent agenda as presented. The motion was seconded by Councilwoman Bryant and carried with the following votes.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Jonathan English	Aye
Daphne Palmore	Aye	Ralph Self	Aye
Patrick Stone	Aye	Bobby Walters	Aye

PUBLIC COMMENTS

Brenda Pemberton of 337 Front Street in Sharps addressed the Council regarding the possibility and reality of establishing an Arts Center in Downtown Warsaw. Ms. Pemberton spoke about the potential benefits to the community and requested that the Town consider dedicating space at 74 Main Street or providing initial support to help the concept become a reality. Ms. Pemberton stated that she believes the Town Council agrees that an Arts Center is needed. Mrs. Pemberton believes the Town Council can assist by designating the front portion of the 74 Main building as an Arts Center.

Ms. Pemberton also asked the Council if they would financially contribute to making the Art Center a reality and to help the Art Center get started for the first 6 months. Ms. Pemberton spoke of the additional benefits of an Arts Center, such as increased foot traffic in the Town and overall community pride.

J. Clifford Mullin of 8351 Historyland Highway addressed Council and praised the Town for the success of the Christmas Town event and the improvements made to the Town website, noting that the site has become easier to navigate and allows residents to watch recordings of meetings.

Assistant Town Manager Melissa Coates read a letter submitted by Betsy Norris requesting that the Town consider providing a water bill discount for senior citizens living alone. A copy of the letter submitted by Ms. Norris has been attached to these minutes as Attachment 1.

There being no further public comments, Mayor Phelps closed the public comment portion of the meeting.

REPORTS

MAYOR'S REPORT

Mayor Phelps deferred his comments throughout the meeting, saving them for later.

TOWN MANAGER'S REPORT

Mr. Quesenberry reviewed his report with the Town Council, which included updates on Local Government Day with the Virginia Municipal League, economic development efforts, the 74 Main Street project, Commerce Park development discussions referred to as Project Shad, and the preparation of the upcoming FY27 Town budget. Mr. Quesenberry also thanked the Police Department and the Public Works Department for maintaining operations during the recent winter weather.

A copy of the Town Manager's report has been attached to these minutes as Attachment 2.

POLICE REPORT

A copy of the monthly police report was included in the Town Council packet and is attached to these minutes as Attachment 3. Chief Peterson reported that the Police Department was able to extend a federal grant, which allowed the Town to purchase additional radios and equipment, with approximately 75% of the cost covered through the grant. Chief Peterson also stated that the annual review will be provided in April.

PUBLIC WORKS REPORT

Director of Public Works Jesse Schools reviewed the monthly operations report and confirmed that the wastewater treatment plant continued to operate within permitted limits. Public Works staff also responded to several water main breaks during recent

freezing weather. A copy of the monthly public works report was included in the Town Council packet and is attached to these minutes as Attachment 4.

COUNCIL COMMITTEE REPORT: No committees met.

PLANNING COMMISSION: No new business.

NORTHERN NECK REGIONAL JAIL REPORT: The population report was provided in the Town Council packet. The three-year audit from the Board of Local Jails gave excellent marks on standards. Council was also informed of legislation happening at the Virginia General Assembly, as well as the government body dinner this year in Northumberland County, either on April 7th or 8th.

OLD BUSINESS

74 Main Street Project: Mr. Quesenberry reported that discussions with the architects and the legal team are progressing well. Future updates will be provided regarding the bonding company for the 74 Main Street redevelopment projects, and construction activity is expected to resume in the coming months.

Well Replacement Project: Mr. Quesenberry reported that VDH did not award any grant funds, and new options for exemptions and other funding are being explored.

DHCD Housing Update: Mrs. Coates reported that the Meadowbrook project is almost complete and that the weather has held up for Belle Ville construction, with a meeting scheduled for the following Tuesday.

Oyster Shoals: Danny Powers, the potential new owner of Oyster Shoals, spoke to the Council about their excitement to take over the venue and continue the live music experience in Warsaw. Councilman Walters moved to authorize Mr. Quesenberry to enter into the Business Contract Agreement. The motion was seconded by Councilman English and carried with the following votes.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Jonathan English	Aye
Daphne Palmore	Aye	Ralph Self	Aye
Patrick Stone	Aye	Bobby Walters	Aye

NEW BUSINESS

Boys and Girls Club: Representatives from the Boys & Girls Club of the Northern Neck presented an overview of their programs serving youth in Richmond County and discussed opportunities for community partnerships. Jean Light stated that grant funding

is changing, that this program has a strong relationship with schools, and asked that Council members volunteer to help support the overall mission to grow within the Town.

Proposed Updates: Mr. Quesenberry reviewed the purpose of the changes regarding the Town’s charges, rates, and fee schedule. The proposed change would bring water to \$26 a month and sewer to \$45 a month. There would be no changes to sewer connections or trash rates – only water connection fees, out-of-town resident charges, and police fees would be affected. Additionally, all business license rates would stay the same, except for businesses not categorized, which would increase to \$10,000. Council voted to advertise the proposal for a public hearing at the March Town Council meeting.

Councilman Self moved to approve the consent agenda as presented. The motion was seconded by Councilwoman Bryant and carried with the following votes.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Jonathan English	Aye
Daphne Palmore	Aye	Ralph Self	Aye
Patrick Stone	Aye	Bobby Walters	Aye

Cannabis Ordinance: Mr. Quesenberry stated that the ordinance provided was drafted by the Berkley Group, a consulting firm that the Town has partnered with in the past. Mr. Quesenberry reviewed the ordinance outline and reviewed the steps needed to begin the process. No public hearing was set as the Town Council wanted time to review the proposed ordinance.

CLOSED SESSION- 2.2-3711(A)(5) – PROSPECTIVE INDUSTRIAL BUSINESS

Council entered Closed Session under VA Code §2.2-3711(A)(5) to discuss a prospective industrial business. Motion carried to enter closed session by Vice Mayor Yackel and seconded by Councilman Stone.

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Jonathan English	Aye
Daphne Palmore	Aye	Ralph Self	Aye
Patrick Stone	Aye	Bobby Walters	Aye

Mayor Phelps called for a roll-call vote to certify that the only items discussed were those cited in the motion to enter closed session and were legally permitted to be addressed under the subsections of the Virginia Freedom of Information Act mentioned in the motion. The roll call votes are as follows:

Randall L. Phelps	Aye	Paul Yackel	Aye
Mary Beth Bryant	Aye	Jonathan English	Aye
Daphne Palmore	Aye	Ralph Self	Aye
Patrick Stone	Aye	Bobby Walters	Aye

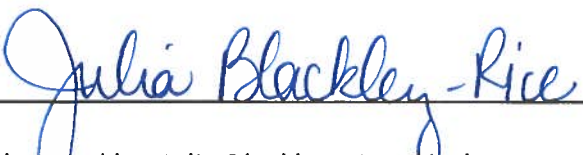
There was no action out of the closed session.

Councilwoman Palmore brought up the request proposed by Hi Nyguen of Teresa's Nails for assistance with new flooring, and the Town Council discussed.

CLOSING COMMENTS:

- Mayor Phelps welcomed Patrick Stone.
- Councilman English welcomed Patrick Stone.
- Councilman Walters welcomed Patrick Stone and expressed excitement about Oyster Shoals.
- Councilwoman Bryant stated that it was another good meeting and welcomed Patrick Stone.
- Councilman Self expressed kudos to the Town staff, with an emphasis on Public Works, for their efforts with all the water repairs. Additionally, Councilman Self welcomed Patrick Stone.
- Councilwoman Palmore stated that the house on Belle Ville looks great and offered appreciation to Public Works.
- Councilman Stone thanked everyone for the warm welcome.
- Vice-Mayor Yackel expressed appreciation for the Public Works crew and asked everyone to keep the Jail Board dinner in mind.

There being no further business, the meeting was adjourned at approximately 7:45 PM.


 Submitted by: Julia Blackley-Rice, Clerk

Melissa Coates

From: Warsaw, Virginia <noreply@civicplus.com>
Sent: Thursday, February 12, 2026 6:59 AM
To: Melissa Coates
Subject: Feb. 12th agenda for possible rate increase

Attachment 1

Name: Betsy Norris
Email: betsyn1958@hotmail.com

Message:

Missy,

I feel that the town should give seniors, who live alone, a discount in water bill. I pay the same as everyone, but my water use is not the same as a family.

The town council should accomodate their senior population. With all the new apartments/homes being built I would like the town to consider this request for us seniors. Some town council members just love to see more apartments/homes and give the developer a break, well give us seniors a break.

Thank you,

Betsy Norris





Town of
WARSAW
Heart of Virginia's Northern Neck

MEMORANDUM

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 02/12/2026

RE: Town Manager's Report

Dear Council Members,

Please find my Town Manager's report for the month of January and the beginning of February. As always, please let me know if you have any questions or wish to discuss any items further.

I. General Assembly Recap

Town Staff members and Council Member Stone attended the Virginia Municipal League's Local Government Day last week. We lobbied for assistance with our well replacement project and found that we may qualify for a DEQ – exemption, something that is of vital importance to the Town. We plan to continue our efforts towards this so that we may be able to forego this unfunded mandate, and we'll keep you posted as we move forward with this new path. We also want to extend a special thanks to Delegate Kent for her Resolution honoring former Council Member Rebecca Hubert. Both the Town and Council Member Hubert's family very much appreciated her kind gesture.

2. Short Term Rentals – The Bounds

We've received various correspondences related to our RFP and hope to provide you with a proposal from a company that partners with the Virginia Tourism Corporation sometime next month.

3. Economic Development Update

We currently have quite a few economic development projects at various levels of discussion. We had great success with our outreach for 74 Main Street and are working with a selected restaurant operator to potentially enter the space, creating an event space, community market, and new restaurant space on Main Street. We continue to work with the leadership team of the proposed project within the Commerce Park, having held an in-person meeting with their construction and permitting team earlier this month. We hope to provide you with more information on various projects in the coming weeks.

4. Budget Preparations

The proposed draft budget is well underway and should be available for your review by next month, pending your review of the amendments to the fee schedule. We are now working to incorporate Capital Improvement Items in the budget and are determining what we will be able to fund in the coming years. I will begin discussions to schedule a work session in the coming weeks for both the CIP and budget review processes.

5. Inclement Weather Response

I want to take this time to thank our Police Department and Public Works Department for continuing operations throughout this difficult time. Through multiple water line breaks, traffic accidents, and everything in between, the Town continued to function as it should. We thank them for their service and dedication in keeping our Town running smoothly during the ice storm and below freezing temperatures.

Warsaw Police Department

From the desk of Chief Sean L. Peterson

MONTHLY ACTIVITY REPORT

January 1-31, 2026

Total calls for service: 767

DATE	CASE	OFFENSE	BLK / STREET
01/03/2026	2026-000001	ECO/TDO Mental Health	100 - Blk Jones Ln
01/06/2026	2026-000002	Domestic Altercation Non Violent	90 - Blk Jones Ln
01/14/2026	2026-000004	46.2-894: Hit & Run Misdemeanor	300 - Blk Main St
01/22/2026	2026-000005	18.2-170: Counterfeit Currency Felony	5000 Richmond Rd

Traffic

Driving on Suspended/Revoked License	2
Reckless Driving	4
Distracted Driving	6
Speeding	35
Expired Inspection	16
Seatbelt .	3
Expired / Improper VA Registration	4
Town Citations Issued	1
All Other Traffic Summons	36
Traffic Crashes	5

Community Engagement

Neighborhood Select Patrols	122
Business Checks / Directed Patrols	511/29
Community Events	3

Joseph N. Quesenberry
Town Manager

Melissa Coates
Assistant Town Manager

Juha Blackley -- Rice
Treasurer & Clerk

Sean L. Peterson
Chief of Police

Sandy Anderson Law
Town Attorney



COUNCIL MEMBERS

- Randall E. Phelps - Mayor
- Paul G. Yackel - 1st Mayor
- Mary Beth Bryant
- Jonathan English
- Daphne Palmore
- Ralph W. Sell
- Patrick Stone
- Robert Walters

78 Belle Ville Lane, Warsaw, VA 22572 | P.O. Box 750 | Phone - (804) 333-3737 | <http://www.townofwarshaw.com>

TO: Warsaw Town Council

FROM: Jesse Schools, Director of Public Works

DATE: 2/12/2026

RE: Public Works Report

Dear Council Members:

Please find my Public Works Report for the month of January. Please let me know if you have any questions or concerns.

-WWTP

Monthly Numbers

Average daily Influent flow for January – 182,100 gallons, a decrease of 500 gals from the month of December average daily flow.

Maximum influent flow for January – 218,800 gallons, a decrease of 15,200 gals from the month of December max flow.

Nutrient Sampling Results

For January the average effluent Total Nitrogen (TN) concentration was 2.6 mg/l, within the limits of our permit.

For January the average effluent Total Phosphorus (TP) concentration was 0.04 mg/l, within the limits of our permit.

2025 Nutrient Calendar Year Results

Total Nitrogen Calendar Year 2025 Loading Results – 1,075 LB/YR (29 % of Permitted 3,655 LB/YR)

Total Phosphorus Calendar Year 2025 Loading Results – 60.10 LB/YR (24 % of Permitted 247 LB/YR)

Monthly Operations and Maintenance

Fidelity Power Systems inspected and serviced the treatment plant generator.

Plant generator fuel tank was topped off in preparation for the forecasted winter snowstorm.

Power and Flow contractors provided a vacuum pump truck to clean out plant waste well station.

Joseph N. Quesenberry
Town Manager

Melissa Coates
Assistant Town Manager

Julia Blackley – Rice
Treasurer & Clerk

Sean L. Peterson
Chief of Police

Sandy Anderson-Lay
Town Attorney



COUNCIL MEMBERS

Randall L. Phelps - *Mayor*

Paul G. Yackel - *Town Manager*

Mary Beth Bryant

Jonathan English

Daphne Palmore

Ralph W. Self

Patrick Stone

Robert Walters

78 Belle Ville Lane, Warsaw, VA 22572 | P.O. Box 730 | Phone - (804) 333-3737 | <http://www.townofwarsaw.com>

Staff stocked necessary supplies prior to the forecasted snowstorm.

The 2025 WQIP Exhibit E report was submitted to DEQ for approval.

Effluent samples for the month of January met all requirements as to our permit discharge limits.

Staff also helped with Water Main Breaks

Overall plant performance in 2025 was good.

-Water Department

Attached you will find the Water Loss Report, for the month of January we are at a 3% water loss. Department staff did daily chlorine checks of all four wells, along with two random samples each day throughout town.

Completion of state selected bacteria samples; all results came back absent.

Took down all pole mounted Christmas Decorations

The Town experienced (6) water main breaks during this cold weather pattern we have had.

(2) Madison Ave. (1) Washington Ave. (1) Sunset Ave. and (2) on Main St.

-Refuse Department

For the month of December town staff made 18 trips to the landfill totaling 137 tons or 274,000 pounds of trash.

-Public Works (Maintenance)

Staff assisted with Monday and Thursday residential trash pickup.

Assisted with recording of monthly water meter readings.

Took care of the bathrooms and grounds at the Town Park.

Removed all ground mounted Christmas decorations along with the acorn light garland and wreaths.

Performed M/A on the dump trucks and backhoe.

Made arrangements to winterize the Town Park fountains for the cold snap we received.

Helped with Water Main Breaks.

Monthly Water Loss Report

Water System:

For the Month of:

Year:

Water Produced this month: gallons

Water Purchased this month: gallons

A: Total Water Produced and Purchased = **5,199,100 gallons**

Sold: Residential gallons

Total Sold = **5,043,737 gallons**

B: Difference: (Produced+Purchased) - Sold = **155,363 gallons**

% Difference = **3 % total water loss**

Gallons of Water Accounted For:

Breaks (Estimated Total)	<input type="text" value="0"/>	gallons
Hydrant Flushing	<input type="text" value="0"/>	gallons
Storage Tank/Clearwell overflow	<input type="text" value="0"/>	gallons
Fire Hydrant Use	<input type="text" value="2,000"/>	gallons
Fire Department Use	<input type="text" value="2,500"/>	gallons
Leak adjustments	<input type="text" value="0"/>	gallons
Maintenance shop	<input type="text" value="8,000"/>	gallons
Sewer jetting	<input type="text" value="0"/>	gallons
Town watering flowers	<input type="text" value="0"/>	gallons
Office/Police Dept.	<input type="text" value="2,000"/>	gallons
Pool	<input type="text" value=""/>	gallons

C: Total Gallons Accounted For = **14,500 gallons**

Loss: Unaccounted-for Water: (B-C) = **140,863 gallons**

% Loss: Unaccounted-for Water: (B-C)/A %= **3 % unaccounted - for loss**

Gallons / Day Loss = days in billing period

Gallons / Minute Loss = **4,402 gallons/day**
3 gallons/min.

This spreadsheet is a product of the Technical Assistance Center for Water Quality at Western Kentucky University and the Kentucky Rural Water Association. Feel free to contact us at (270) 745-5948 or at <http://water.wku.edu/>. This spreadsheet may be freely distributed. Please let us know if you use it, like it, or have suggestions for improvement!