

MINUTES  
WARSAW TOWN COUNCIL  
REGULAR MEETING & PUBLIC HEARING  
MAY 14, 2026

The Warsaw Town Council held its regular meeting along with a public hearing on Thursday, May 14, 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, Ralph Self, Patrick Stone, and Bobby Walters. Council members absent: Daphne Palmore.

Town staff present: Town Manager Joseph Quesenberry, Police Chief Sean Peterson, Lieutenant Barry Radden, Director of Public Works Jesse Schools, Police Officer Jason Miller, and Treasurer & Clerk Julia Blackley-Rice.

There was one other person present 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**

Vice-Mayor Yackel moved to approve the consent agenda as presented. The motion was seconded by Councilman Self and carried with the following votes.

|                   |     |             |     |
|-------------------|-----|-------------|-----|
| Randall L. Phelps | Aye | Paul Yackel | Aye |
| Mary Beth Bryant  | Aye | Ralph Self  | Aye |
| Bobby Walters     | Aye |             |     |

**PUBLIC HEARING - FY 2027 BUDGET AND CANNABIS ORDINANCE**

FY 27 Budget – Mayor Phelps opened the public hearing on the proposed FY 27 budget and confirmed proper advertisement of the budget. There were no public comments, and Mayor Phelps closed the public hearing. Mayor Phelps noted that budget adoption would occur at a future meeting as required by state law.

Cannabis Ordinance – Mayor Phelps opened the public hearing regarding the proposed Cannabis Ordinance. There were no public comments, and the public hearing was closed. The Planning Commission's recommendation was to propose the ordinance as presented for approval was reported to Council.

**PUBLIC COMMENTS**

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

Councilman English arrived at this point of the meeting.

## REPORTS

### MAYOR'S REPORT

Mayor Phelps expressed condolences to Councilwoman Bryant and her family on the passing of her brother, Ficklin Bryant.

### TOWN MANAGER'S REPORT

Mr. Quesenberry provided updates on ongoing legal efforts to collect delinquent taxes from Old Rappahannock Development Company and related entities, noting that some payments have been received. He also reported continued legal action on delinquent Meals Tax accounts, with limited payments received but significant balances still outstanding.

Staff have received necessary data from Richmond County to proceed with personal property tax billing. In coordination with the Town's software provider, bills are expected to be mailed within one to two weeks, with June 30 set as the target payment deadline. Mr. Quesenberry highlighted several economic development initiatives, including discussions on a Commerce Park project, new restaurant proposals, redevelopment at 74 Main Street, and a proposed storage facility.

He also noted Senator Tim Kaine's recent visit to Warsaw to meet with stakeholders and observe revitalization efforts, expressing appreciation for federal support of the Rappahannock Community College Health Sciences Building. In closing, Mr. Quesenberry recognized Public Service Recognition Week by thanking Town staff and announced that America 250 commemorative banners have been ordered for installation throughout Town.

A copy of the Town Manager's report has been included with these minutes as Attachment 1.

### POLICE REPORT:

A copy of the monthly police report was included in the Council packet and is attached to these minutes as Attachment 2. Chief Peterson presented the monthly Police Department activity report and introduced a revised reporting format intended to improve readability.

Chief Peterson announced that the Town of Warsaw and the Warsaw Police Department had been selected to receive the Patriot Award from the Virginia Employer Support of the Guard and Reserve. The Ceremony will be held on 5/16/2026 in Arlington. He explained that the award recognizes employers who support members of the National Guard and military reserves. Chief Peterson also recognized National Police Week and reflected on the sacrifices made by law enforcement officers and their families. He expressed

appreciation for the service of Warsaw Police Department personnel and their dedication to protecting their community.

Council discussed traffic enforcement activity, including distracted driving, speeding violations, expired inspections, handicap parking enforcement, and other traffic-related matters. Questions were raised regarding the volume of expired inspection citations, and

#### NORTHERN NECK REGIONAL JAIL REPORT

Vice-Mayor Yackel provided a brief update on activities at the Northern Neck Regional Jail, including employee recognition efforts for National Correctional Officers and Employees Week.

#### PUBLIC WORKS REPORT

Mr. Schools reported that the average daily influent flow at the wastewater treatment plant during April was approximately 189,600 gallons. Routine maintenance activities included blower servicing, meter inspections, calibration of laboratory equipment, and replacement of an air compressor.

Public Works staff attended the Virginia Rural Water Conference and completed continuing education courses necessary for maintaining operator certifications. Within the Water Department, required sampling and testing were completed and all results were reported within acceptable parameters. Well houses and pump stations were inspected and serviced. Mr. Schools reported that seventeen landfill trips were completed during the month, totaling approximately 132 tons of refuse. Additional activities included refuse collection, meter reading, spring planting projects, hanging basket installation, and asphalt repairs.

Council discussed recurring maintenance issues involving the pond aerators and reviewed steps taken by staff and the manufacturer to address the ongoing operational concerns. A copy of the monthly public works report was included in the Town Council packet and is attached to these minutes as Attachment 3.

Councilman Stone arrived during the Public Works Report.

COUNCIL COMMITTEE REPORT: No committees met.

PLANNING COMMISSION: Mayor Phelps reported that the Planning Commission unanimously recommended approval of the Cannabis Ordinance.

## OLD BUSINESS

DHCD Housing Update: Mr. Quesenberry provided an update regarding the DHCD Housing Rehabilitation Program. Final administrative requirements are nearing completion, and occupancy of the homes is expected soon. Staff anticipates holding a ribbon-cutting ceremony once the project is complete.

74 Main Street Project: An update was also provided regarding redevelopment efforts at 74 Main Street. Meetings have been held with prospective restaurant operators, architects, legal counsel, and staff. Bid documents are expected to be released in the coming weeks. Plans for an additional mural at the property were also discussed.

Cannabis Ordinance: Council engaged in an extensive discussion regarding the proposed Cannabis Ordinance. Topics included retail establishments, cultivation facilities, setback requirements, zoning classifications, economic development opportunities, and Conditional Use Permit requirements.

Council Member English expressed concerns regarding cultivation facilities locating near schools, churches, playgrounds, hospitals, and similar facilities. Following discussion, Council considered extending setback requirements and Conditional Use Permit requirements to all cannabis-related operations.

Following discussion, Councilman English made a made to amend the Cannabis Ordinance to include 1000 feet minimum and to add to 3.-4-14 CUP under C3 & M1 Cult., Processes, and testing. The motion was seconded by Councilman Self and carried the following votes.

|                   |     |                  |     |
|-------------------|-----|------------------|-----|
| Randall L. Phelps | Nay | Paul Yackel      | Aye |
| Mary Beth Bryant  | Aye | Jonathan English | Aye |
| Ralph Self        | Aye | Patrick Stone    | Aye |
| Bobby Walters     | Nay |                  |     |

A motion was made by Councilman English to adopt the Ordinance as amended. The motion was seconded by Councilwoman Bryant and carried the following votes.

|                   |     |                  |     |
|-------------------|-----|------------------|-----|
| Randall L. Phelps | Nay | Paul Yackel      | Aye |
| Mary Beth Bryant  | Aye | Jonathan English | Aye |
| Ralph Self        | Aye | Patrick Stone    | Aye |
| Bobby Walters     | Nay |                  |     |

## NEW BUSINESS

The Saddlery - Council considered a request from the Saddlery seeking a \$2,500 contribution toward a memorial bench. Discussion included possible inscriptions and recognition of individuals involved in preservation efforts. A motion was made by Vice-

Mayor Yackel to approve the request for \$2,500. The motion was seconded by Councilman Walters and carried the following votes.

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

Resolution for Rebecca Hubert - Mayor Phelps presented a resolution honoring former Council Member Rebecca Coggin Hubert and dedicating the Town dog park in her memory. Council discussed plans for a future dedication ceremony. Councilman Self made a motion to approve the dedication of the dog park in memory of Rebecca. The motion was seconded by Councilwoman Bryant and carried the following votes.

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

National Safe Boating Week Resolution – A motion was made by Councilman Stone to adopt the resolution as presented. The motion was seconded by Councilman English and carried the following votes.

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

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

Council entered Closed Session under VA Code §2.2-3711(A)(5) to discuss prospective business and potential uses of property. 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 |
| 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 |
| Ralph Self        | Aye | Patrick Stone    | Aye |
| Bobby Walters     | Aye |                  |     |

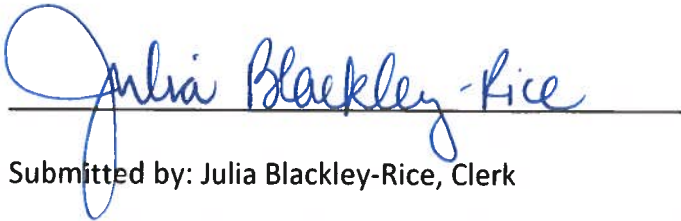
There was no action out of the closed session.

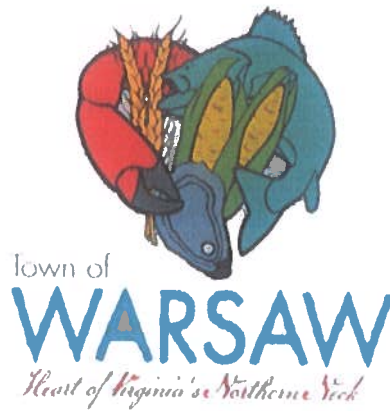
Councilman Self raised concerns regarding Jake brakes generated by commercial trucks traveling through Town and requested that the issue be researched and discussed at a future meeting.

#### CLOSING COMMENTS:

- Councilwoman Bryant stated that there were two nice write-ups in the VML magazine on Councilwoman Hubert and Councilman Stone.
- Councilman Stone stated that he was glad to be back home and that there is no place better than the Northern Neck.
- Councilman Self stated that it was a productive meeting and expressed condolences to Councilwoman Bryant on the loss of her brother. Additionally, he is looking forward to the 4<sup>th</sup> Friday's concert in June as there is a great band.
- Councilman English thanked the Town employees, as the Town looks beautiful.
- Councilman Walters offered condolences to Councilwoman Bryant and reflected on memories of coaching with Mary Beth's brother. He also stated that it was a productive meeting.
- Vice-Mayor Yackel stated that he really liked the resolution for Rebecca and would like to see a celebration for her.
- Mayor Phelps stated that it was a good meeting and loves it when there is a lively debate during meetings. He also stated he continues to hear good things about Warsaw.

There being no further business, the meeting was adjourned at 7:30 PM.

  
Submitted by: Julia Blackley-Rice, Clerk



## MEMORANDUM

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 05/13/2026

RE: Town Manager's Report

Dear Council Members,

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

I. Update Regarding Real Estate and Meals Tax – Old Rappahannock Development Co.

At this time, the Town's attorney has proceeded with action regarding Old Rappahannock Taphouse, Old Rappahannock Brewing Company, and Old Rappahannock Development Company. For past due Real Estate taxes, the building's tenants are required to pay two (2) months' worth of rent payments to the Town in order to satisfy the amounts due.

Regarding Meals Tax collections, the Town has filed suit in General District Court and is pursuing back taxes that are owed. We have had no response from Mr. Beale, nor has he made any payments that were agreed upon by both him and the Town's legal counsel. The restaurant and brewery did make their first meals tax payment in over a year as of last month, but it still does not remedy past due amounts. We will keep you posted as this progresses.



## 2. Personal Property Tax Update

We have received personal property tax information from the County and have our accounting software provider assisting us with an expedited turnaround. This has cost the Town an estimated \$2,000 in fees, but it will allow us to have tax bills mailed out within the next 1-2 weeks. We have placed a deadline of June 30<sup>th</sup> for payments to be received, and we will work with residents and businesses to accommodate as much as we can. This will allow us to close out the fiscal year with these revenues. We appreciate the County for their work in getting this information over to us.

## 3. Economic Development Update

Town staff members continue to work on a large project in the Commerce Park, having held meetings with company officials, their engineers and construction team, VDOT and County officials, etc., as we work through the project. We are working with the proposed restaurant to locate within 74 Main Street, a proposed restaurant in the former Wardico building, and are continuing our work with the storage unit facility as they seek to build within Town. We will keep you updated as these and other projects move forward.

## 4. Visit from Senator Kaine

We were pleased to welcome Senator Kaine to Warsaw last week as he toured the Northern Neck and listened to local business leaders and their needs. He applauded the Town's revitalization work, informing us that he has traveled through Warsaw for years as he visited family, and he is incredibly proud of what we've accomplished. On behalf of Council, I thanked him for his work in securing over \$5,000,000 in grants for the RCC Health Sciences Building. Special thanks to Terry at Excellent Eats for doing a great job in hosting him and his team.

## 5. Public Service Employee Recognition

Last week was Public Service Employee Recognition Week! I want to thank all of our talented and dedicated staff members for all that they do for Warsaw. Their attention to detail can be seen all across Town, and we're very fortunate to have such a great team. We held a great lunch at Anna's Pizza last week and dismissed a few hours early last Friday as a small token of our appreciation. Again, I thank each of you for your work!





# WARSAW

## POLICE DEPARTMENT

★ MONTHLY ACTIVITY REPORT ★

### APRIL 2026



CALLS FOR SERVICE

843



SIGNIFICANT INCIDENTS

6



TRAFFIC ACTIVITY

199



COMMUNITY ENGAGEMENT

660



### SIGNIFICANT INCIDENTS / CHARGES

| DATE       | CASE #      | OFFENSE                       | CLASSIFICATION |
|------------|-------------|-------------------------------|----------------|
| 04/11/2026 | 2026-000035 | 18.2-57.2: Domestic Assault   | Misdemeanor    |
| 04/12/2026 | 2026-000036 | 18.2-388: Public Intoxication | Misdemeanor    |
| 04/14/2026 | 2026-000038 | 19.2-306: Probation Violation | Felony         |
| 04/14/2026 | 2026-000039 | 19.2-306: Probation Violation | Felony         |
| 04/24/2026 | 2026-000044 | 19.2-306: Probation Violation | Felony         |
| 04/28/2026 | 2026-000046 | 19.2-306: Probation Violation | Felony         |



### TRAFFIC ENFORCEMENT

199



Driving on Suspended/Revoked License ..... 3



Reckless Driving ..... 1



Distracted Driving ..... 21



Speeding ..... 32



Expired Inspection ..... 47



Stop Sign ..... 7



Expired/Improper VA Registration ..... 4



Town Citations Issued ..... 5



All Other Traffic Summons ..... 73



Traffic Crashes ..... 6



### COMMUNITY ENGAGEMENT

660



Neighborhood Select Patrols ..... 127



Business Checks ..... 465



Directed Patrols ..... 68



Community Events ..... 0

*Focused on visibility, neighborhood reassurance,  
and business outreach across  
the Town of Warsaw.*

*A Force for Good in the Town of Warsaw*  
PRIDE IN SERVICE, HONOR IN DUTY, PROTECTING WITH INTEGRITY

Joseph N. Quesenberry  
Town Manager

Melissa Coates  
Assistant Town Manager

John Buckley - Rice  
Treasurer & Clerk

Sean L. Peterson  
Chief of Police

Sands Anderson Law  
Town Attorney



COU Attachment 3

Randall E. Phelps - Mayor

Paul G. Yickel - 1st Alder

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>

TO: Warsaw Town Council

FROM: Jesse Schools, Director of Public Works

DATE: 5/14/2026

RE: Public Works Report

Dear Council Members:

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

#### **-WWTP**

##### **Monthly Numbers**

Average daily Influent flow for April – 189,600 gallons, an increase of 2,800 gals from the month of February average daily flow.

Maximum influent flow for April – 205,200 gallons, a decrease of 25,100 gals from the month of March max flow.

##### **Nutrient Sampling Results**

For April the average effluent Total Nitrogen (TN) concentration was 2.75 mg/l, within the limits of our permit.

For April the average effluent Total Phosphorus (TP) concentration was 0.25 mg/l, within the limits of our permit.

##### **Monthly Operations and Maintenance**

Sequencing Batch Reactor (SBR) blowers were inspected and serviced. Treatment plant flow meters and laboratory instrumentation were calibrated as part of the annual calibration program to ensure accuracy and compliance.

The air compressor for the sand filters was replaced due to wear and reduced performance.

Plant personnel participated in the Virginia Rural Water Association (VRWA) conference to earn continuing education credits, to meet the requirements of the water and wastewater operator licensing regulations.

Plant Operators assisted the water department with recording meter readings.

Plant effluent samples collected and analyzed during April met all permit discharge limits.

### **-Water Department**

Attached you will find the Water Loss Report, for the month of April we are at a 1<sup>st</sup> 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.

We also completed our inorganics, metals, and VOC water samples; all results came back within the allowed parameters.

All Well houses and sewage pump houses were cleaned out.

Sewage pumps at all stations were serviced.

Town staff fixed a water leak at the entrance of Chandler Family Dentistry on Main St.

### **-Refuse Department**

For the month of March town staff made 17 trips to the landfill totaling 132 tons or 264,000 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.

Cutting of all grass at Town owned facilities.

Staff started our spring flower plantings in the hanging baskets.



# Monthly Water Loss Report

Water System: **Town Of Warsaw**

For the Month of: **April**

Year: **2026**

**Water Produced this month:**

**5,439,796** gallons

**Water Purchased this month:**

gallons

**A: Total Water Produced and Purchased =**

**5,439,796** gallons

**Sold: Residential**

**5,393,000** gallons

**Total Sold =**

**5,393,000** gallons

**B: Difference: (Produced+Purchased) - Sold =**

**46,796** gallons

**% Difference =**

**1 % total water  
loss**

**Gallons of Water Accounted For:**

Breaks (Estimated Total)

**8,000** gallons

Hydrant Flushing

**0** gallons

Storage Tank/Clearwell overflow

**0** gallons

Fire Hydrant Use

**0** gallons

Fire Department Use

**2,500** gallons

Leak adjustments

**0** gallons

Maintenance shop

**2,500** gallons

Sewer jetting

**0** gallons

Town watering flowers

**0** gallons

Office/Police Dept.

**1,500** gallons

Pool

**0** gallons

**C: Total Gallons Accounted For =**

**14,500** gallons

**Loss: Unaccounted-for Water: (B-C) =**

**32,296** gallons

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

**1 % unaccounted  
- for loss**

**Gallons / Day Loss =**

**28** days in billing period

**Gallons / Minute Loss =**

**1,153** gallons/day

**1** 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!