

MINUTES  
WARSAW TOWN COUNCIL  
REGULAR MEETING & PUBLIC HEARING  
DECEMBER 12, 2024 – 6:00 P.M.

The Warsaw Town Council held their regular meeting and a joint public hearing with the Warsaw Planning Commission on Thursday, December 12, 2024, 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 G. Yackel, Ogle Forrest Sr., Ralph Self, Rebecca Hubert, Jonathan English, and Mary Beth Bryant. Councilmembers absent: Faron Hamblin. Planning Commission Members Present: Chairwoman Molly Barbee, Daphne Palmore, Carey Allen, and Town Council Liaison Mary Beth Bryant. Planning Commission Members Absent: Vice-Chairwoman Regis Slaw.

Town staff present: Town Manager Joseph Quesenberry, Assistant Town Manager Melissa Coates, Chief of Police Sean Peterson, and Treasurer & Clerk Julia Blackley-Rice.

Also present: There were approximately 23 others 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:

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

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ogle Forrest	Aye	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

CLOSED SESSION- 2.2-3711 A-5 PROSPECTIVE BUSINESS; A-8 LEGAL MATTERS

Vice-Mayor Yackel moved to enter closed session in accordance with Virginia State Code Sections 2.2-3711A (5) and 2.2-3711A (8) as it relates to Prospective Business and Legal Matters of the Virginia Freedom of Information Act. The motion was seconded by Councilman Forrest and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ogle Forrest	Aye	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

To re-enter the regular session of the meeting, Mayor Phelps called for a roll call vote to certify that the only items discussed in closed session were prospective business and legal matters. The

roll call vote certifies that they only discussed matters cited in the motion to enter closed session and legally permitted to be so discussed in the Virginia Freedom of Information Act subsections cited in the motion to enter closed session. The roll call votes are as follows:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ogle Forrest	Aye	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

There was no action out of closed session.

**PUBLIC HEARING – SUBDIVISION APPLICATION SUBMISSION – RHODES PLACE & BROADUS CREEK DEVELOPMENT**

Mayor Phelps opened the public hearing by reading the public notice that was published in the Northern Neck News. After reading the notice, Mayor Phelps invited the developer, Mr. Gregory Packett, to make a presentation to the Town Council and the public about his proposed project.

Mr. Mike Fiore, with the engineering firm ARM Group and Mr. Gregory Packett, developer, presented information outlining the details of their proposed subdivision. Mr. Fiore began by stating this project has been in the planning stages for several years. A plan of development has been prepared and reviewed by The Berkley Group (consultants) and the Town. The proposed plan incorporates many of the ideas suggested in the sessions with The Berkley Group. The project is called Rhodes Place and Broadus Creek Developments. There are two projects contained in one area. The proposal calls for a rezone of all land holdings proposed for this development under the Town’s Traditional Town (TT) Overlay district and would adhere to the Town’s DMO and density bonus provisions. The intent of this project is to create a residential community that is diverse and would appeal to young couples and individuals essential for employers, young professionals and families, growing families looking for more room or better house, empty nesters looking to downsize, retirees looking for more relaxed living, individuals looking for a pedestrian friendly community. Mr. Fiore stated the project would be in line with the Town’s comprehensive plan goals. The details of the project were outlined as the following: property is approximately 63.16 acres less 1.08 acres of wetland and steep slopes, 85 single family residential lots, 68 villas (5 or 4 multi-unit buildings), and 168 apartments/condos. The project includes preservation of natural resources, sidewalks on one side of street with ADA access, pedestrian friendly pathways connecting parks and community spaces, trail connection to Town and Main Street, green spaces, boulevard entrance for Broadus Creek with landscaping, entrance for Rhodes Place, emergency access entrance between Broadus Creek and Rhodes Place, bus stop, cluster mailboxes per USPS, Town standard light poles and street signs at intersections in Broadus Creek, house pole lamps have automatic photovoltaic lighting systems, limited tree clearing provisions, and community clubhouse and pool complex. The GMO – Density Bonus allows 3 to 8 units per acre. Project average density is 5.22 units per acre. After Mr. Fiore completed his portion of the presentation, Mayor Phelps opened the floor to Planning Commission members and Town Council members for questions. Councilman English asked for

Mr. Fiore to explain the density provision. Mr. Fiore stated the ordinance is very specific about a variety of things that the ordinance wants to see to maintain a quality of the development. It outlines whether the developer is willing to invest in making the development the highest quality in terms of the Town's expectations. The density provision could outline smaller lots for instance so the developer could have more houses in the project. After discussion amongst Town Council regarding the presentation so far, Mayor Phelps turned the floor over to Mr. Packett to continue the presentation. Mr. Packett spoke to his reasons and history for embarking on this project. Back in 2009, the Town and Richmond County partnered to start a revitalization project. They knew that change was needed. Out of the study that was completed by Frazier Group, Mr. Packett stated the main intersection in town the heart. Until the heart started pumping, the arteries wouldn't flow and the project needed to start at the heart first. Groups like the Main Street Program were put in place to help with revitalization efforts and Mr. Packett did what he could to help. The revitalization efforts have exploded the Town and Mr. Packett thinks the Town had done a marvelous job as the energy that has been created here is substantial. As the incentives have been here it has helped the Town grow, but Mr. Packett believes one of the first big steps in the process was the Town Park. Mr. Packett wanted to help get rid of the blight when he started acquiring the first parcels of this proposed project area. Mr. Packett hears from members of our community and farther away about the need for housing in Town. Mr. Packett addressed the burden that this housing development may place on the schools. Based on the number of students currently attending Richmond County Schools that live outside of Richmond County, it seems that this development wouldn't place any extra burden. Traffic would be impacted of course with this being the gateway. This is a US highway and there is an intersection of two US highways in Town. There is also other development occurring in areas of the Northern Neck that will also bring traffic to town. Mr. Packett provided information he calculated on how this development would impact revenues for the Town such as real estate tax, personal property tax, meals tax, utility billing fees, etc. After Mr. Packett concluded his presentation, Mayor Phelps opened the floor to questions from Town Council members and Planning Commission members. Mayor Phelps asked Mr. Packett to walk the town through the timeline of Phase 1. Phase 1 is predominantly single-family homes on the Rte. 3 side of the development area. However, Mr. Packett said that it is possible to see the villa style homes to be built at the same time. Mayor Phelps said that everyone has heard that no one is going to buy these homes, where are these people going to come from to purchase, etc. Mayor Phelps asked Mr. Packett to expand on how he sees market demand. Mr. Packett responded that they have said the same thing about other projects of his, but the demand is there for housing. There are several builders looking in the area. Mr. Packett is anticipating a 4-to-5-year buildout. Mr. Packett will be partnering with another construction company to complete the project. Mr. Packett stated that he anticipates the minimum price for a single-family home within the development to be \$300,000.

Mayor Phelps then opened the floor to the public for comments regarding the proposed development.

Mr. Patrick Stone, a resident of the Town, board member of the Warsaw Richmond County Chamber of Commerce, and chairperson of the Warsaw Richmond County Main Street Program spoke in favor of the proposed development. There is a critical shortage of housing in the area

and many local businesses have lost out on talented employees because they could not relocate to the area or left the area due to affordable housing. This project has the potential to introduce 600 new workers to the local area workforce. Small businesses are what drives our local economy and without growth, small businesses will starve on the vine. It is critical that we continue to grow our customer base. This development delivers growth that every small business in the community needs. For the community members that want additional buildings and businesses to locate to the area, no business owner is going to bring a business to an area that is not growing.

Mrs. Hope Mothershead, Richmond County Administrator, stated she has worked with Mr. Packett on many of his projects in Richmond County and has been satisfied with the quality of work that he produces. Mrs. Mothershead is confident this project will be the same and she is in support of additional rooftops within the County to attract other opportunities for all of us. With this size of a development, many question County services and if they would be adequate. This is a concern of hers as well as the department heads for the School, EMS, Sheriff's Office, an Volunteer Fire Department. Mrs. Mothershead thanked Mr. Quesenberry and Mrs. Coates for facilitating a meeting to discuss County department concerns prior to this public hearing. Some of the concerns that were addressed were space issues, increased calls to EMS and the Sheriff's department, access to structures for fire events, and others that I believe Mr. Quesenberry has shared with the Town Council and Planning Commission. Mrs. Mothershead thanked the members of the Town Council for their time and consideration of this project and other projects within the Town of Warsaw. She appreciates your dedication to making this area the best that it can be.

Mr. Jerry Sills, Richmond County resident, co-owner of various rental properties in Warsaw and Richmond County, spoke to voice some concerns he has with the proposed development. Mr. Sills stated his first concern is the traffic. Based off the 321 houses and using the VDoT accepted average of 9 vehicle trips per day per unit, this project is anticipated to generate approximately 2900 additional vehicle trips per day. Also using the VDoT generally accepted peak hour trip generation rate of 11% of the total daily trips, we can anticipate approximately 325 of those trips occurring in the morning at peak travel times. Mr. Sills went on to discuss how the increased trips during peak travel times would affect the 5-way intersection in town. Mr. Sills' second concern was over water. Mr. Sills stated that it was reported earlier that the Town of Warsaw did not have the funds to provide a new drinking water well to meet the current Virginia regulations. If the Town does not have the funds to accommodate the current citizens of the Town, then how are they going to address the additional demand for 321 units. Mr. Sills' main concern is who is going to pay for the upgrades. He is not against development but is concerned with who is going to pay for it. Mr. Sills would like to get answers to at least some of these questions and feels that the Town doesn't need to rush to a decision tonight. The Town could take its time and make a decision down the road once some of these concerns are addressed.

Ms. Belinda Reynolds, resident at 6196 Richmond Rd, voiced her concerns about Mr. Packett's rezoning proposal. Mr. Packett was sold the old Warsaw Health Care Center at a reduced price and to spur economic development. The agreement at the time outlined a time frame given for Mr. Packett to complete the project so the tax revenue benefits from the property could be

enjoyed by the Town and its citizens. However, not only did Mr. Packett drag his feet on commencing construction of this project, but he also still has not completed the proposed Midtowne Development. Mr. Packett also has approval of the new apartment project immediately behind my house and has screwed that up by dumping loads of dirt, behind my house as close as possible, and its contaminated, filled with trash, and not properly seeded. Why would the Town even consider allowing him to rezone more property and try to complete another project when he doesn't complete the ones he has already started? Ms. Reynolds stated that she understands Mr. Packett is planning to dump all the traffic from the development onto Wallace Street and Court Circle. Traffic that is unbearable now and with this situation will make it even worse by adding 300 more units. Ms. Reynolds would like for Town Council to ask Mr. Packett to complete a legitimate impact study, not something he has calculated, but by a legitimate agency to do a study on the schools, fire department, LEO officers, and EMS because all of that is important too. Our Town is small, and it is growing, but we don't need to just throw 300 more homes in here and not know what it is going to cost. For example, if we must move to a paid fire department, we must have 55 firemen to run 3 stations 24 hours a day, 7 days a week. That is a lot of money for our County and our Town.

Mr. David Craven, Richmond County resident, is a commercial developer in Richmond. Mr. Craven has spoken with Mr. Packett several times on the phone and has been impressed with what he had to say. Mr. Craven owns the former Virginia Employment Commission building which is adjacent to his property and the proposed development site. Mr. Craven feels that this is a viable project. This project is going to be multi-generational, almost like retirement centers. Mr. Craven feels that Warsaw would benefit from this project. Everyone is concerned about services. Assuming the Town is running in the black now, the Town will have increased taxes and revenue that would generate and it's the Town's part to manage it properly. There will be growing pains.

J. Clifford Mullin, 8351 Historyland Highway, Warsaw, VA stated he is very interested in this project and is interested in seeing it get off the ground and going somewhere. He has lived here all his life, and the Town of Warsaw has been a part of his life, and he feels like the Town of Warsaw has got to continue growing. From what he understands that others have said tonight, is that the Town needs to make sure that the utility services are looked at deeply and covered. Mr. Mullin feels that as the Town strengthens the population through our taxes and the added people that come to the Town will have added business, which will add more. Hopefully, each of these things will just keep increasing our foundation needs. Mr. Mullin encouraged the Town Council and Planning Commission to look for a way to make this project work.

Mrs. Nancy Smith, 700 Wallace Street, Warsaw, VA addressed that currently living on Wallace Street is a little bit of a hassle to try and access the main road due to the traffic changes. Mrs. Smith can only imagine what it would be like if all the units from the project development were coming off of there with all the people trying to go to work and get home. Please consider when you look at this what we might be able to do to make the traffic and the transportation easier and safer for all who currently live here if you move forward with the subdivision.



Mr. Quesenberry read a letter from Ms. Betsy Norris, 142 Woodland Heights Rd, Warsaw, VA. A transcript of the letter is below.

Dear members of the Warsaw Town Council and Planning Commission, this letter is in response to the proposed development by Warsaw LLC of Rhodes Place. I understand the need for housing, but I'm opposed to the development of Rhodes Place. The plan shows a right of way through the Enchanted Forest to Wallace Street. I'm concerned about the destruction of the woodland, the carvings, and the possible runoff into the streams. Also, the fact that many families walk the trails and children run through there. Our abundance of wildlife will also be affected. The Town has spent a lot of time and money on The Bounds, and I do not want to see it and the trails destroyed. It is difficult now even tricky to exit/enter Wallace Street by The Bounds due to the restricted sight line down the incline from the traffic light. How many accidents will occur? How thin will you stretch our fire department members who are volunteers? At this time, our fire department depends on Essex County and other counties for a ladder truck. With this increase in apartment buildings, this will put an extra strain on the department and its members. Can the current water and sewer system handle all of this construction? How much more will you increase our water and sewer bills as many of us have to budget as it is? How soon would the Town do another increase? The Planning Commission and the Town Council need to carefully reconsider this building from Rhodes Place to the Broadus Creek property. Please do not allow the destruction of the trails. Do we really want the Town of Warsaw to become an apartment community? It seems to be getting there fast. Respectfully, Betsy Norris.

After all the comments and concerns from the public were heard, Mayor Phelps turned the meeting over to the Planning Commission to ask any questions they may still have to Mr. Packett or Mr. Fiore. There being none, Mayor Phelps instructed Town Council members to do the same thing.

Councilman Forrest spoke that with new members coming to the Planning Commission and Town Council, he would like to see if it is possible to defer this topic until January.

Vice-Mayor Yackel added that he felt the best comment from the public hearing was from Ms. Reynolds and that an impact study was necessary. He would like to see real numbers and not just what someone is estimating. He is unsure if he can make a decision unless he knows exactly what it is going to cost the Town. It is better to do it now before too much money's been invested.

Councilman English stated that he came into the meeting tonight with some questions and he feels like they were addressed. He knew that we were worried about the school system, law enforcement and traffic. Tonight, we heard from the County Administrator, and it was echoed that this isn't going to be a problem. The only problem he still sees is the traffic. But we need employees and Councilman English stated he has employees that need housing.

With no more discussion amongst Planning Commission and Town Council members, Mayor Phelps closed the joint public hearing.

Mayor Phelps asked the Planning Commission if there was any action they wanted to take tonight. Chairwoman Barbee stated the Planning Commission members would like to discuss this topic at their January meeting prior to making a recommendation to Town Council.

Mayor Phelps stated that he is in line with Councilman English’s thoughts. The Town can’t grow without growing pains. The Town has worked very hard these past 6-7 years to build up infrastructure, build up businesses, bring businesses here. There is a need for new customers, employees. Mayor Phelps feels the market demand is there and the capacity issues have been discussed a lot. Mayor Phelps stated there are two topics before the body that the Town Council needs to decide: 1) Does the Town want to move forward? 2) Incentives. Mayor Phelps added that the current incentive in place of the 50% water/sewer connection waiver expires December 31, 2024. Councilman English added that if that is not renewed, it could kill the project.

The Town Manager recommended to delay action until next month’s meeting. Mr. Quesenberry believes that there are two very large items outstanding, and he would like the Town to do its due diligence.

Mayor Phelps circled back to the topic of incentives. With discussion amongst Town Council members, all were in favor of honoring the incentive for this development project. Councilman Self moved to extend the 50% incentive for the Rhodes Place and Broadus Creek developments only when each unit taps into the system. The motion was seconded by Councilwoman Bryant. Vice-Mayor inquired what would happen if Mr. Packett starts the project and sells the development before it has been completed. Does the new developer still get the discount? Mayor Phelps answered the way the motion is stated, it is to the development not the developer so the incentive would still be valid. The motion carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ogle Forrest	Aye	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

The Planning Commission and Town Council will take up this topic at its January meetings.

PUBLIC COMMENT

Mayor Phelps opened the floor for public comments. There being none, Mayor Phelps closed the public comment portion of the meeting.

RESOLUTION HONORING COUNCIL MEMBER FORREST & COUNCIL MEMBER HAMBLIN

Mayor Phelps read a resolution recognizing Mr. Faron Hamblin for his service to the community as a Town Council member. Councilman Forrest moved to adopt the resolution as read. The motion was seconded by Councilman English and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
-------------------	-----	----------------	-----

Ogle Forrest	Aye	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

Mayor Phelps then read a resolution recognizing Mr. Ogle Forrest for his service to the community as a Town Council member. Councilmember English moved to adopt the resolution as read. The motion was seconded by Councilwoman Bryant and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ogle Forrest	Abstain	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

The copies of the resolutions read have been added to these minutes as Attachment 1.

## REPORTS

**MAYORS REPORT:** Mayor Phelps deferred his report to be addressed as comments throughout the meeting.

### TOWN MANAGERS REPORT:

Mr. Quesenberry reviewed his report with the Town Council. Mr. Quesenberry's report covered Christmas Town, Dominio's update, Council Dinner, and an Economic Development update. 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 included in the Town Council packet has been attached to these minutes as Attachment 3. In addition to his report, Chief Peterson announced the Warsaw Police Department participated in Shop with a Cop and the Town Police Department is fully staffed.

### PUBLIC WORKS REPORT:

The Public Works report was included in the Town Council packets and has been attached to these minutes as Attachment 4.

### COUNCIL COMMITTEE REPORT:

The Economic Development committee met to discuss the Economic Incentive Grant for Hummingbird Learning Center. Committee Chairman English stated the committee voted unanimously to recommend an offer of \$3600, ½ of the grant amount for rent relief with the stipulation that they obtain all licenses prior to reimbursement.

Councilman Self moved to approve the Economic Incentive Grant for the Hummingbird Learning Center as recommended by the Economic Development committee. The motion was seconded by Councilwoman Hubert and carried with the following votes:



Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ogle Forrest	Aye	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

PLANNING COMMISSION: No report.

NORTHERN NECK REGIONAL JAIL REPORT: Included in packet. Vice-Mayor Yackel reported the jail board was introduced to the new County Administrator for Westmoreland County. There were a couple of presentations. One by the superintendent, Mrs. Michelle Lewis, on understanding corrections, specifically the jail's role in the system. The second presentation was presented by Council's own Mr. Jonathan English on the US Marshall Service.

AMERICAN RESCUE PLAN ACT REPORT: The ARPA report was included in the Council packets. Mr. Quesenberry reviewed the report with the Town Council.

#### OLD BUSINESS

##### PROJECTS UPDATE:

**74 Main Street:** Mrs. Coates spoke with Mr. Casone today. Half of the HVAC equipment has been received. Within the next couple of weeks, we should see a little more movement at the building. **Well Replacement Project:** Mrs. Coates stated the Town is still working with The Sydnor Group. They are recommending a design build for the well replacement. Once we have that, we can put out an RFP. **DHCD Housing Project:** Mrs. Coates reported the sign has been installed at the Town Office since the majority of the homes will be along Belle Ville Lane. The Tian Construction Group is still working on analyzing each property and working up the bid packages. Hopefully those will be out after the first of the year.

##### NEW BUSINESS:

APPOINTMENT OF PLANNING COMMISSION MEMBERS, BOARD OF ZONING APPEALS MEMBERS  
Mayor Phelps stated there are three vacancies on the Planning Commission and one vacancy to fill on the Board of Zoning Appeals. Mayor Phelps announced there is an additional name to add the candidate list for Planning Commission. Mr. Ogle Forrest has expressed interest in continuing his service with the Town by being appointed to the Planning Commission. The four candidates are: Berkley Cash, Belinda Reynolds, Chris Evans, and Ogle Forrest. Discussion followed regarding the candidates.

Vice-Mayor Yackel moved to appoint Belinda Reynolds, Chris Evans, and Ogle Forrest to the Planning Commission. The motion was seconded by Councilwoman Hubert and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
-------------------	-----	----------------	-----

Ogle Forrest	Abstain	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

Mayor Phelps stated Ms. Tiffany Hackett's term is expiring and is up for reappointment. Vice-Mayor Yackel moved to recommend reappointment of Tiffany Hackett to the Board of Zoning Appeals for the Town of Warsaw. The motion was seconded by Councilman Forrest and carried with the following votes:

Randall L. Phelps	Aye	Paul G. Yackel	Aye
Ogle Forrest	Aye	Jonathan English	Aye
Ralph Self	Aye	Rebecca Hubert	Aye
Mary Beth Bryant	Aye		

SCHEDULE ECONOMIC DEVELOPMENT MEETING – EIP APPLICATION – BEAUTY BUNGALOW, LLC  
Committee Chairman English directed the meeting to be scheduled at 5:30pm on January 9, 2025 just prior to the Town Council meeting.

#### CLOSING COMMENTS:

- Incoming Councilmember Palmore said it was good to see people show up and speak out and its good to have more people on the planning commission coming in.
- Councilmember Self wished everyone a Merry Christmas. He is looking forward to Christmas Town and seeing what we have going on here. He is looking forward to working with the incoming Council members, Mrs. Palmore and Mr. Walters. He appreciates all that everyone has done this past year.
- Councilwoman Hubert thought it was a good end of year meeting, very worthwhile. She is going to miss Councilman Forrest. She is so proud of the festivities happening in Town on Saturday. The Town looks great and Happy New Year Everyone.
- Councilwoman Bryant thought it was a very good meeting. She wished everyone a Merry Christmas and Happy New Year.
- Councilman English welcomed Mrs. Palmore to Town Council and welcomed the new Planning Commission members. He stated the Town looks beautiful. The Town is safe and well-run. He closed his comments by thanking Councilman Forrest for his service.
- Vice-Mayor Yackel began his closing comments by stating that he is not against growth in the Town. He feels that we need to have real numbers from people without a stake in the project. He thanked Councilman Forrest for his service and welcomed Mrs. Palmore to Town Council.
- Councilman Forrest welcomed Mrs. Palmore and Mr. Walters to Town Council and the new members to Planning Commission. He added that they are not just joining a council. It is a family. He would like to thank the citizens that have given him the opportunity to be here. Its been a great journey, but like all journeys, they must end.

One good thing that has happened, when one door closes another door opens, and he will still be with the Town serving as a Planning Commission member.

- Mayor Phelps wished everyone a very Merry Christmas.

There being no further business, Mayor Phelps adjourned the meeting at 8:19 p.m.

  
Submitted by: Julia Blackley- Rice, Clerk



**RESOLUTION HONORING COUNCIL MEMBER FARON H. HAMBLIN  
FOR DISTINGUISHED SERVICE AND OUTSTANDING DEDICATION  
TO THE TOWN OF WARSAW**

**WHEREAS**, Mr. Hamblin has served the Warsaw Town Council for nearly a decade, providing a voice for many residents across our community; and

**WHEREAS**, Mr. Hamblin's vibrant spirit and tenacity always lifted the spirits of his fellow Council members, providing momentum for many projects and initiatives, including our award-winning downtown revitalization project and economic development endeavors; and

**WHEREAS**, the community is proud of his ever-improving music career, and the Council acknowledges that his attention must now focus on those activities; and

**WHEREAS**, Mr. Hamblin served his position faithfully and with honor, integrity, and great distinction;

**NOW, THEREFORE, BE IT RESOLVED**, that by official Order of the Warsaw Town Council, the body individually and collectively commends Faron H. Hamblin for his service to Town of Warsaw and its residents.

**PASSED AND ADOPTED** this 12<sup>th</sup> day of December 2024, by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

TOWN OF WARSAW

\_\_\_\_\_  
Mayor

ATTESTED BY:

\_\_\_\_\_  
Town Clerk



**RESOLUTION HONORING COUNCIL MEMBER OGLE E. FORREST,  
SR., FOR DISTINGUISHED SERVICE AND OUTSTANDING  
DEDICATION TO THE TOWN OF WARSAW**

**WHEREAS**, Mr. Forrest has served for many years on the Warsaw Town Council and Warsaw Planning Commission, volunteering an innumerable number of hours of his time and helping to guide the future of the Town; and

**WHEREAS**, during Mr. Forrest's tenure, the Town has grown and flourished, winning many awards and accolades, providing the citizens with a renewed sense of pride in their community; and

**WHEREAS**, Mr. Forrest is considered as one of the pillars of the Town Council, always listening to the thoughts and opinions of his colleagues, providing insight from his many years of knowledge and experience, and perennially having the best interests of the Town, the Town staff, and his fellow colleagues at heart; and

**WHEREAS**, Mr. Forrest served each of his various elected and appointed positions faithfully and with honor, integrity, and great distinction for many years;

**NOW, THEREFORE, BE IT RESOLVED**, that by official Order of the Warsaw Town Council, the body individually and collectively commends Ogle E. Forrest, Sr., for his service to Town of Warsaw and its residents.

**PASSED AND ADOPTED** this 12<sup>th</sup> day of December 2024, by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

TOWN OF WARSAW

\_\_\_\_\_  
Mayor

ATTESTED BY:

\_\_\_\_\_  
Town Clerk



Joseph N. Quesenberry  
*Town Manager*

Melissa W. Coates  
*Assistant Town Manager*

Julia Blackley - Rice  
*Clerk - Treasurer*

Sean L. Peterson  
*Chief of Police*

Sands Anderson Law Firm  
*Town Attorney*



## Attachment 2 JNCIL MEMBERS

Randall L. Phelps - *Mayor*

Paul G. Yackel - *1st ALD*

Ogle E. Forrest, Sr.

Earon H. Hamblin

Rebecca C. Hubert

Jonathan English

Ralph W. Selt

Mary Beth Bryant

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

---

### MEMORANDUM

TO: Warsaw Town Council

FROM: Joseph N. Quesenberry, Town Manager

DATE: 12/12/2024

RE: Town Manager's Report

Dear Council Members,

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

#### 1. Christmas Town

It's almost that time! Christmas Town is right around the corner, and we're well underway with preparations for another great event. Tomorrow night features a concert at Oyster Shoals Music Hall with the Dryes from NBC's The Voice, starting at 7PM. It's free to the public, so make sure to get there early before they reach capacity. On Saturday, Christmas Town starts at 1PM and runs until 9PM, featuring an assortment of rides, vendors, activities, and much more. The first-ever night parade kicks off promptly at 6PM. You won't want to miss this, so please make sure to bring your friends and family.

## 2. Domino's Update

We are pleased to announce that Domino's is now OPEN! Ms. Palmeri and her team have been great to work with. They're still finishing last minute touches, but we're so happy to welcome them to Town. We will work with them to schedule a ribbon cutting as soon as they are ready.

## 3. Council Dinner

The Town staff and I wish to express our sincere gratitude for the Christmas Dinner that was hosted by the Town Council at Old Rappahannock Brewing Company! The space was beautiful, the food was delicious, and we appreciate Kay, Andy, and their staff for doing a wonderful job. The brewery will be open to the public this Saturday, so make sure to stop in and support Warsaw's first brewery!

## 4. Economic Development Update

We find ourselves in a busy time of year for all sorts of things, with one of those being economic development. We're actively working with numerous parties and organizations as they consider Warsaw, with both the parcels across from Food Lion and the parcel beside McDonald's having interest. We're also working with a local business as they purchase property and expand. As things progress, we will work with you throughout the process.



# Warsaw Police Department



*From the desk of Chief Sean L. Peterson*

## MONTHLY ACTIVITY REPORT

November 1-30, 2024

Total calls for service: 237

### Section I: Incidents (3)

DATE	CASE	OFFENSE	BLK / STREET
11/5/2024	2024-000078	§ 19.2-77. Escape, flight and pursuit; arrest anywhere in Commonwealth	4238 Richmond Road
11/9/2024	2024-000080	46.2-894: hit and run	6914 Richmond Road
11/14/2024	2024-000081	18.2-403.3 Violation of dog on leash requirement	5357 Richmond Rd

### Section II: Arrests (1)

DATE	CASE	OFFENSE	BLK / STREET
11/1/2024	2024-000073	53.1-149 Probation violation - Felony	471 Main Street

### Section III: Traffic (92)

Driving on suspended/Revoked License	1
Reckless Driving	3
Distracted Driving	12
Speeding	25
Expired Inspection	3
Expired / Improper VA Tag	6
Town Citations Issued	0
All other traffic summons	16
Reportable traffic crashes	1
Traffic Warnings	24

### Section IV: Community Engagement

Neighborhood Select Patrols	302
Business Checks	166
Community Events	4

Joseph N. Quesenberry  
Town Manager

Melissa Coates  
Assistant Town Manager

Julia Blackley – Rice  
Treasurer & Clerk

Sean L. Peterson  
Chief of Police

Sands Anderson Law  
Town Attorney



## Attachment 4 COUNCIL MEMBERS

Randall L. Phelps - Mayor

Paul G. Yackel - Vice Mayor

Mary Beth Bryant

Jonathan English

Ogle E. Forrest, Sr.

Faron H. Hamblin

Rebecca C. Hubert

Ralph W. Self

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

### MEMORANDUM

TO: Warsaw Town Council

FROM: Jesse Schools, Director of Public Works

DATE: 12/12/2024

RE: Public Works Report

Dear Council Members:

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

#### -WWTP

##### Monthly Numbers

Average daily Influent flow for November – 173,600 gallons, a decrease of 300 gal from the month of October average daily flow.

Maximum Influent flow for November – 194,200 gallons, a decrease of 19,000 gal from the month of October max flow.

For November, the average effluent Total Nitrogen (TN) concentration was 1.99 mg/l, within the limits of our permit.

For November, the average effluent Total Phosphorus (TP) concentration was 0.11 mg/l, within the limits of our permit.

##### Monthly Operations and Maintenance

On the 9<sup>th</sup> of November the treatment plant experienced a flow diversion valve malfunction. After investigation it was found to be an underground electrical feed. This power feed cable or wire was repaired, and the diversion valve was restored to normal function.

Operators serviced equipment as to our preventive maintenance program.

Plant staff collected samples at our groundwater monitoring wells, completing testing for the fourth quarter of 2024.

Completed and submitted our monthly operations report.

The Treatment Plant Staff assisted with recording water meter readings.

Joseph N. Quesenberry  
Town Manager

Melissa Coates  
Assistant Town Manager

Julia Blackley – Rice  
Treasurer & Clerk

Sean L. Peterson  
Chief of Police

Sands Anderson Law  
Town Attorney



## COUNCIL MEMBERS

Randall L. Phelps – Mayor

Paul G. Yackel – Council Member

Mary Beth Beyant

Jonathan English

Ogle E. Forrest, Sr.

Faron H. Hamblin

Rebecca C. Hubert

Ralph W. Self

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

Plant effluent samples taken and tested for the month of November met all requirements as to our permit discharge limits.

Despite the wide range in daily temperatures, the treatment plant performed well for the month of November.

### -Water Department

Attached you will find the Water Loss Report, for the month of November we are at a 2<sup>nd</sup> water loss.

Department staff did daily chlorine check of all four wells, along with two random samples each day throughout town.

Water meters were read on 11/8/2024.

Staff also completed state selected bacteria samples, all results came back absent.

The water department also checked sewage/pump stations each day.

### -Refuse Department

For the month of October town staff made 17 trips to the landfill totaling 127.62 tons or 255,240 pounds of trash.

### -Public Works (Maintenance)

Staff assisted with Monday and Thursday residential trash pickup.

Assisted with recording of monthly water meter readings.

Cutting of leaves and gutter cleanout on all town owned facilities.

Watering of all hanging baskets and flowerpots.

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

### Christmas Decorations and preparing for Christmas Town

All staff assisted in decorating the Town for Christmas, this year we have more lights than ever.

Also, this coming Saturday all public works are preparing for Christmas Town and will be working the event. A little insight into the lights throughout Town can be found below.

1200ft of lights on our Christmas tree located at the Boy Scout location.

50 pole mounted decorations

50 Wreaths

28 ground mounted decorations

600ft of Garland

All together approximately 10,000 C7 bulbs



# Monthly Water Loss Report

Water System: **Town Of Warsaw**

For the Month of: **November** Year: **2024**

Water Produced this month: **5,952,894** gallons

Water Purchased this month:  gallons

A: Total Water Produced and Purchased = **5,952,894** gallons

Bulk Water Sales **5,682,188** gallons

Total Sold = **5,682,188** gallons

B: Difference: (Produced+Purchased) - Sold = **270,706** gallons

% Difference = **5 % total water loss**

## Gallons of Water Accounted For:

Breaks (Estimated Total)	<b>0</b> gallons
Hydrant Flushing	<b>0</b> gallons
Storage Tank/Clearwell overflow	<b>0</b> gallons
Fire Hydrant Use	<b>7,500</b> gallons
Fire Department Use	<b>0</b> gallons
Leak adjustments	<b>0</b> gallons
Filling Ponds at the Bounds	<b>150,000</b> gallons
Maintenance shop	<b>6,000</b> gallons
Sewer jetting	<b>600</b> gallons
Town watering flowers	<b>8,000</b> gallons
Office/Police Dept.	<b>6,000</b> gallons
Pool	<b>0</b> gallons
Amount in storage tanks	<b>0</b> gallons
	<b></b> gallons

C: Total Gallons Accounted For = **178,100** gallons

Loss: Unaccounted-for Water: (B-C) = **92,606** gallons

% Loss: Unaccounted-for Water: (B-C)/A % = **2 % unaccounted - for loss**

Gallons / Day Loss =

Gallons / Minute Loss =

**31** days in billing period

**2,987** gallons/day

**2** 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!