

## TOWN COUNCIL MEETING

September 27, 2022

The continued meeting from August 23, 2022, of the Montross Town Council was held on September 27, 2022, and was called to order at 5:10 p.m., at Town Hall, 15869 Kings Highway, Montross, VA.

Council Members Present: Terry A. Cosgrove, Carolyn K. Carlson,  
Robert L. Barker, Kathryn S. Wittman

Mrs. Carlson, seconded by Mrs. Wittman, made a motion to adjourn to closed session for Personnel Matters to discuss candidates for employment Code Section 2.2-3711(A)(1). The motion unanimously carried, and Council adjourned to closed session at 5:15 p.m.

Council returned to regular session at 6:00 p.m. Mrs. Carlson, seconded by Mrs. Wittman, made a motion certifying that only Personnel Matters relating to candidates for employment were discussed pursuant to Code Section 2.2-3711(A)(1). Mayor Cosgrove asked for a roll call vote: Mrs. Carlson, aye; Mrs. Wittman, aye; Mr. Barker, aye; Mayor Cosgrove, aye. The motion unanimously carried.

The regular meeting of the Montross Town Council was held on September 27, 2022, at 7:30 p.m.

Council Members Present: Terry A. Cosgrove, Clinton A. Watson, Jr.,  
Carolyn K. Carlson, Robert L. Barker, Kathryn S. Wittman

Council Members Absent: Joseph P. King, Bobby D. Greene

Town Manager: Patricia K. Lewis

### REGULAR MEETING

Mayor Cosgrove called the Council meeting to order at 7:30 p.m.

### MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited, and a moment of silence was observed.

### APPROVAL PRIOR MINUTES

Mayor Cosgrove asked if there were any additions or corrections to the minutes from the August 23, 2022, regular meeting. Mr. Watson, seconded by Mrs. Carlson, made a motion to approve the minutes from the August 23, 2022, meeting. The motion unanimously carried.

### APPROVAL FINANCIAL REPORTS

Mayor Cosgrove asked if there were any additions or corrections to the financial reports for August 31, 2022. Mrs. Carlson, seconded by Mrs. Wittman, made a motion to approve the August 31, 2022, financial reports. The motion unanimously carried.

### REPORTS

#### TOWN MANAGER

Mrs. Lewis reported there were two water repairs on September 19, 2022. One was at The Barn and the other at the Fire Department. Water was off for a short time.

Mrs. Lewis read a letter from Rev. Donna Taylor inviting Town Council to Andrew Chapel United Methodist Church's 174 Annual Homecoming worship service on Sunday, October 9, 2022, at 11:00 a.m.

### OLD BUSINESS

Mayor Cosgrove presented an invoice to Town Council from All Recreation of Virginia in the amount of \$60,950 that covers the cost of the playground equipment, installation of playground equipment, three benches, and three trash receptacles for the park. He also presented an invoice from Carville Landscape Co. in the amount of \$37,975 for excavating, grading, seeding, and pouring concrete slabs in the park. The invoices will be paid using ARPA funds. Mayor Cosgrove stated that he is waiting on estimates for three streetlights and electric service to be run to the pavilions. Mayor Cosgrove also stated that there will also be a fundraising campaign to help offset the costs. Mrs. Lewis stated that the Planning Commission approved the Plan of Development for the Town Park on September 20, 2022. Mrs. Carlson, seconded by Mrs. Wittman, made a motion to approve paying the invoices. Mayor Cosgrove asked for a roll call vote: Mr. Barker, aye; Mrs. Wittman, aye; Mr. Watson, aye; Mrs. Carlson, aye. The motion unanimously carried.

Mayor Cosgrove reported that he is waiting on contacts with paving companies to get estimates on the proposed town parking lot. There has not been much headway on the pickleball court, but it is still an issue on the burner. Mrs. Carlson asked about the issue with the parking lot and the ATM being so close to the boundary. Mayor Cosgrove stated that a boundary line adjustment may need to be done. Mayor Cosgrove stated that he and Mrs. Lewis had a very good meeting with Mr. Beale, Resident Engineer with VDOT. Mr. Beale gave some great recommendations. Mayor Cosgrove said he would really like to get a paver contractor to look at the project and give some advice.

Mrs. Lewis reported that Charlie Riedlinger with Resource International has put out invitations for bids for the new well and water line improvements. The pre-bid conference is scheduled for October 4, 2022, from 10:00 a.m. – 11:00 a.m. at Town Hall. The pre-bid conference is for prospective bidders and is a means of briefing to explain the specifications and requirements of the projects. Bids will be open on October 18, 2022, from 10:00 a.m. – 10:30 a.m. at Town Hall.

Mrs. Lewis reported that the next Fall Festival meeting is scheduled for September 28, 2022, at 6:00 p.m. The committee will be discussing alternative plans in case of inclement weather.

### NEW BUSINESS

Mayor Cosgrove stated that the Greater Montross Partnership for Revitalization (GMPR) opted to not do First Fridays in October this year. Instead GMPR will be sponsoring an Oktoberfest on October 22, 2022. The musical line-up includes Jonathan Brown, The Chauncey Fortune Band, Cougar Flash, food vendors, oysters, local breweries and more.

Mrs. Lewis stated that Halloween (October 31<sup>st</sup>) falls on a Monday this year. She proposed that trick or treating be that night (October 31<sup>st</sup>) from 6 p.m. – 8 p.m. Town Council agreed. Mrs. Carlson encouraged parents to check the candy their children receive because she has heard of cases in other areas where candy has been laced with fentanyl.

Mayor Cosgrove stated that Board of Zoning Appeals Member, Charles E. Stuart, passed away, leaving a vacancy on the Board. He stated that Carolyn J. Reiner has agreed to fill the vacancy. Mrs. Wittman, seconded by Mrs. Carlson, made a motion to recommend Carolyn J. Reiner to the Judge for approval to fill the Board of Zoning Appeals vacancy. The motion unanimously carried.

PUBLIC COMMENTS

Larry Hinson thanked Town Council for their efforts in getting things going with the town park.

COUNCIL MEMBER COMMENTS

There were no comments.

CLOSED SESSION

Mr. Watson, seconded by Mrs. Wittman, made a motion to adjourn to closed session for discussion of candidates for employment pursuant to Code of Virginia Section 2.2-3711(A)(1). The motion unanimously carried, and Council adjourned to closed session at 8:00 p.m.

REGULAR SESSION

Council returned to regular session at 8:05 p.m. Mrs. Carlson, seconded by Mr. Watson, made a motion certifying that only candidates for employment pursuant to Code of Virginia Section 2.2-3711(A)(1) were discussed. Mayor Cosgrove asked for a roll call vote: Mrs. Wittman, aye; Mr. Barker, aye; Mrs. Carlson, aye; Mr. Watson, aye. The motion unanimously carried.

Mr. Watson, seconded by Mrs. Carlson, made a motion to continue the meeting to October 5, 2022, at 6:00 p.m. for potential employee interviews. The motion unanimously carried, and the meeting was adjourned at 8:10 p.m.

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Patricia K. Lewis  
Town Manager

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Terry A. Cosgrove  
Mayor