

## TOWN COUNCIL MEETING

January 23, 2024

The regular meeting of the Montross Town Council was held January 23, 2024, and was called to order at 7:30 p.m., at Town Hall, 15869 Kings Highway, Montross, VA.

Council Members Present: Terry Cosgrove, Carolyn Carlson, Bobby D. Greene, Aaron Hooks, Joseph P. King, Kathryn S. Wittman, Clinton Watson

Council Members Absent:

Town Manager: Francine G. Taylor

### 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 December 19, 2023 meeting. Hearing none, Mr. King, seconded by Mr. Hooks, made a motion to approve the minutes of the December 19, 2023 meeting. The motion unanimously carried.

### APPROVAL FINANCIAL REPORTS

Mayor Cosgrove asked if there were any additions or corrections to the financial reports for December 2023. Mrs. Carlson, seconded by Mr. Greene made a motion to approve the December 2023 financial reports as presented. The motion was unanimously carried.

## **REPORTS**

### TOWN MANAGER

- Meter project: The meter installation is about to begin, so flyers have been distributed to each household, and posts have been made on the Town's Facebook pages and website. Software training for staff will begin in the near future. Three antennas have been installed throughout the district for maximum radio coverage for the meters.
- Park project: Present in the audience is Will Townsend, senior at Rappahannock High School, who is undertaking some park improvements as part of an Eagle Scout project at my request. Tasks to be completed are removal of numerous damaged and overgrown trees by partnering

with several vendors who are donating their time, talents and equipment to aid young Mr. Townsend in his efforts. He also is working with a stone center to supply materials for the base of the park entrance sign. Another project will include planting a couple of dogwood trees which have been donated. Much debris had to be removed from the site, and again was done at no cost to the Town. The adjacent property owner was consulted and approved all work done prior to anything being started. Townsend also offered his services in helping restore the grassy areas that were damaged during the work process.

- Real estate tax status: Of the \$26,453 in real estate tax billed, only \$240 remain as uncollected.
- Business licenses: License applications for 2024 were mailed out December 21, 2023 and are due by March, 2024.

### OLD BUSINESS

- Code codification review: Mayor Cosgrove reported that Councilman Hooks has agreed to participate in a working group to review the code and look for areas of improvement to this important document. Anyone else on Council who has interest in the process should let the mayor know. Work will commence on this project soon.
- Waterline project: TM Taylor reported the project is in its last stages of completion, with driveway repairs being made, now that material is available and weather is cooperating. A final inspection will occur with VDOT, the contractor, engineer, inspector and staff to review the work for final signoff of the project. The well project is complete and closed after receiving DEQ completion approval.
- Extension project: The preliminary work is being done by the engineering firm to map out the target area, create easement maps and property searches for the homes within the target boundary, and create bid documents.

### NEW BUSINESS

- Mayor Cosgrove asked Council to consider moving \$10,000 from the Economic Development Fund, which has a balance of \$103,440 – to the Sanitation Fund to help with the shortfall caused by the change in overlap of service contractors midway through the contract. Residential rates to customers remained the same, though the rate to the new vendor was slightly higher. Mr. King moved that the request be approved, with a second from Mrs. Carlson. The mayor asked for a roll call vote: Mr. King – aye; Mrs. Carlson – aye; Mr. Hooks – aye; Mr. Greene – aye; Mrs. Wittman – aye; Mr. Watson – aye; Mr. Cosgrove – aye. The motion unanimously carried.
- Public hearing – Board of Appeals/Special Exception Permit: The Town was asked to provide a permit to Spread Your Wings Supportive Counseling to allow for a 13-bed short term (1 week) /long term (6 months) crisis stabilization center in the former Baying Aging building at 17111 Kings Highway. This request did not meet any usage threshold, so the applicant was told they would need to go through the Board of Zoning Appeals process. A public hearing has been scheduled for February 13, 2024. Thirteen property owners in the area of the proposed facility were notified of the hearing date.

## COUNCIL COMMENTS

Councilman Hooks asked about revisiting the local internet options. Taylor will provide the internet survey results to Council, and will reach out to Matt Tanner of Timely Tech about attending an upcoming Council meeting for new service options. Hooks also commented on the newly installed flashing speed limit sign and what a great reminder it serves to all traveling that stretch. The sheriff's office has shared they are attempting to secure another unit through an upcoming grant.

Taylor announced that the Sisson family has been invited to the next Council meeting as we recognize Les, and expects to be in attendance.

Councilwoman Wittman asked about the recognition for those involved with the festival committee, and the Town Manager shared that she recently was provided a preliminary list of volunteers that is being updated. We will plan an acknowledgement action at an upcoming council session. The mayor indicated that Council needs to decide on the Town's involvement in future event activities and planning.

## PUBLIC COMMENTS

Clinton Watson III was in attendance and shared about a group chat mobile app for connecting community folks. It was informational, though the Town does not have a mobile device. He also inquired about the building/zoning process for potential new operations.

There being no further business, the meeting was adjourned at 8:25 p.m.

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Francine Taylor  
Town Manager

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Terry A. Cosgrove  
Mayor