

A Regular Meeting of the Westmoreland County Board of Supervisors was held Monday, December 12, 2022, in the public meeting room of the George D. English, Sr. Memorial Building, located at 111 Polk Street, Montross, Virginia. Those members present were Darryl E. Fisher, Dorothy Dickerson Tate, W. W. Hynson, Russ Culver and Timothy Trivett. Also present, Norm Risavi, County Administrator; Richard Stuart, County Attorney; Karen Lewis, Assistant County Administrator; Debra Whaley, Finance Director; Tamara Hackett, Finance Specialist and Donna Cogswell, Executive Assistant.

Inasmuch as the COVID-19 pandemic makes it unsafe to assemble in one location and maintain recommended social distancing limitations, this meeting was also made available to the public via live stream on social media.

CALL TO ORDER

Chairman Fisher called the meeting to order at 6:03 p.m.

Chairman Fisher asked for a motion to move Item 7 Town of Montross Correspondence and Resolution up before Item 1. Upon motion by Russ Culver, second by Woody Hynson and carried unanimously the Board moved Item 7 before Item 1.

7. TOWN OF MONTROSS/CORRESPONDENCE & RESOLUTION – PATRICIA LEWIS

Fran Taylor, Town Manager, was recognized and presented the following on the Town of Montross;

- Spirit Festival was very successful; a comment was made that it was like a Hallmark Movie, it was a perfect evening;
- Preconstruction meeting on the new water system will be scheduled;
- Met with Vendor who will handle the foundations at new park;
- Donations consistently coming in for park, currently over \$25,000.00; and
- Friday will be judging of homes and business for holiday decorating.

Chairman Fisher began to discuss Ms. Lewis, the outgoing Montross Town Manager, and her accomplishments. Chairman noted he and Mr. Hynson have been around for many years and have experienced the good, the bad and the ugly and have certainly grown a fond appreciation for those who do their assignments and do them well. The people have created more than an employee/employer atmosphere it has become more like a family which makes it more difficult when someone leaves. Chairman opened the floor up for comments beginning with the County Administrator.

Mr. Risavi stated he has worked with Ms. Lewis for quite some time and throughout her career she has never been too far away. He noted Ms. Lewis has been very enjoyable to work with since becoming the Town Manager. He can't remember a time when she called and asked for our assistance or vice versa and it wasn't given. He also noted that maybe Ms. Lewis should write a book on town and county cooperation because they never had an issue and always tried to solve the problem. Mr. Risavi noted he would miss her but he knows her successor and has dealt with her for quite a few years so it is nice Ms. Taylor is somewhat familiar with what goes on.

Ms. Tate thanked Ms. Lewis for her time and service. On a personal note, she thanked her for everything she has done for her and her family and thanked God for allowing their paths to cross.

Mr. Hynson stated Ms. Lewis is always smiling, helpful and one of the few people in America that no one has a bad thing to say about. He stated that all the Board Members have enjoyed working with her and wish her the best of luck.

Mr. Trivett thanked Ms. Lewis for her service to the people. Mr. Trivett noted Ms. Lewis is a people person and anyone that comes in contact with her feels very comfortable. The County has been very blessed to have her as a public servant and he wished her the very best.

Mr. Culver noted she has handled herself in the position of Town Manager very well and she has been wonderful to work with, as well as, done a very good job.

Ms. Lewis stated she is the lucky one because she isn't losing her. Ms. Lewis is her sister-in-law and she is keeping her.

Mr. Stuart stated he has known Ms. Lewis, Malcolm (her husband) and her family his entire life. Mr. Stuart noted that he could say this about both of them but would direct it tonight toward Patricia that you will never find a couple more dedicated and devoted to the people of this community and County than Patricia and her husband. We all greatly appreciate her (and her husband) for everything they have done and will continue to do.

Chairman Fisher stated that he encourages folks to look at life, our tasks, and our assignments in seasons. When you have a great season, you leave an impact. Chairman Fisher stated Ms. Lewis has written a great chapter in the book of the Town of Montross that

we can learn from and reference. At that point, Chairman Fisher read the Resolution (noted below):

DARRYL E. FISHER, CHAIRMAN
ELECTION DISTRICT NO. 1
HAQUE, VIRGINIA 22443

W. W. HYNSON, VICE CHAIRMAN
ELECTION DISTRICT NO. 4
COLONIAL BEACH, VIRGINIA 22443

RUSS CULVER
ELECTION DISTRICT NO. 2
MONTROSS, VIRGINIA 22520

DOROTHY DICKERSON TATE
ELECTION DISTRICT NO. 3
MONTROSS, VIRGINIA 22520

TIMOTHY J. TRIVETT
ELECTION DISTRICT NO. 5
COLONIAL BEACH, VIRGINIA 22443



NORM RISAVI
County Administrator
P. O. Box 1000
MONTROSS, VIRGINIA 22520-1000
PHONE: 804/493-0130
FAX: 804/493-0134
E-mail: nrisavi@westmoreland-county.org
Web Page: www.westmoreland-county.org

WESTMORELAND COUNTY, VIRGINIA

Board of Supervisors

MONTROSS, VIRGINIA 22520-1000

*Resolution Honoring
PATRICIA LEWIS*



WHEREAS, *Patricia Lewis is leaving her position after several years of outstanding and meritorious service as Town Manager for the Town of Montross; and*


WHEREAS, *during her tenure as Town Manager, Patricia performed her duties and fulfilled her responsibilities in an exemplary manner and consistently displayed her personal commitment to providing exceptional service to the town residents; and*

WHEREAS, *Patricia's dedicated efforts and professional leadership have contributed to the betterment of not only the Town of Montross, but to Westmoreland County as well; and*

WHEREAS, *Westmoreland County greatly valued its association and working relationship with such a distinguished individual.*

THEREFORE, BE IT RESOLVED *that we the members of the Board of Supervisors for Westmoreland County do hereby extend to Patricia Lewis our sincere and grateful appreciation for her exemplary leadership and dedicated service to the Town of Montross, and extend our best wishes to her for continued success, happiness, and good health in the years to come.*

December 12, 2022
Date


Darryl E. Fisher, Chairman
Board of Supervisors
Westmoreland County

Upon motion by Dorothy Dickerson Tate, second by Timothy Trivett and carried unanimously the Board approved the Resolution, as presented to Patricia Lewis.

1. APPROVAL OF MINUTES

Chairman Fisher stated that all members had received draft minutes of the Special Meeting on October 12, 2022 and November 14, 2022 asked if there were any additions or corrections to these minutes. If not, he asked for a motion to approve.

Upon motion by Woody Hynson, second by Timothy Trivett and carried unanimously the Board approved the minutes, as presented.

2. APPROVAL OF ACCOUNTS PAYABLE LIST AND PAYROLL REGISTER

Chairman Fisher stated that all members had received and reviewed the accounts payable list and payroll register for November 2022 and asked if there were any questions or comments regarding these documents.

Upon motion by Russ Culver, second by Woody Hynson and carried unanimously the Board approved the accounts payable list and payroll register as submitted by the Finance Department for November 2022.

3. APPROVAL OF APPROPRIATION INCREASE/DECREASE REQUESTS

A. Transfer Balance General Fund/Committee Fund Balance/Stratford Hall to General Fund.

Debra Whaley, Finance Director, was recognized and stated the Finance Department requests the Board's approval to transfer the balance in the General Fund/Committed Fund Balance/Stratford Hall Fire Substation in the amount of \$131,313.28 to the General Fund for future distribution of these funds.

Mr. Risavi noted there will be additional discussion later in the meeting as to how the funds will be distributed.

With no further discussion, upon motion made by Woody Hynson, second by Russ Culver and carried unanimously with Dorothy Dickerson Tate, Woody Hynson, Timothy Trivett, Russ Culver and Chairman Fisher voting "aye". The Board approved the transfer presented by the Finance Department in the amount of \$131,313.28.

B. Capital Project/New High School Appropriate Rural Development Funds to High School Construction to Cover Additional Expenditures per Change Order #23.

Debra Whaley, Finance Director, was recognized and stated the Finance Department requests the Board's approval for appropriation in the amount of \$18,232.65 to appropriate Rural Development funds to the high school construction project which covers additional expenditures that are listed in Change Order #23.

Mr. Risavi asked if the undercut at the football field and track will need to be appropriated or has that money already been appropriated. Ms. Whaley said she is not sure and no one from the school is present to answer that question. Mr. Risavi would like this clarified.

Mr. Risavi noted on the change order page 61, 91, 93 and 110 are coming from the local funds from the loans; the undercut on the football field is coming from the school funds, ESSER and such that they have listed, so we don't know if this increase is already included in those funds or if they need to transfer it from one of their categories down to the transfer line item to the school construction.

Chairman noted he wants on the record that this is it and he thought that was made it clear last time. Mr. Risavi stated there are no more local funds but usually they would include a letter from the school board showing that information but that is not included. We will proceed with the assumption that they have the money in their budget, if not, they will need to come back and the Board will have to approve that transfer. Debra stated we have not received the next payout so it will be a little while before that becomes an issue.

Mr. Culver asked how we proceed. The Chairman stated we will move forward and if we find they need to change it to a different category they will need to come back as ask for an amendment.

Mr. Risavi asked to pass over the vote and Mr. Risavi will call Dr. Perry to confirm if that amount has already been appropriated. Mr. Risavi also noted these changes were included in the original plans but the architect failed to include them in the final plans.

With no further discussion, upon motion by Woody Hynson, second by Dorothy Dickerson Tate and carried unanimously with Timothy Trivett, Russ Culver, Woody Hynson. Dorothy Dickerson Tate and Chairman Fisher voting "aye". The Board approved the presented transfer presented by the Accounting department in the amount of \$131,313.28 for Change Order #23.

**** NEXT PAGE – CHANGE ORDER #23 ****

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT AND
FARM SERVICE AGENCY

ORDE
23
DATE
11/4
STATE
COUNT

CONTRACT CHANGE ORDER

CONTRACT FOR Washington & Lee High School
OWNER Westmoreland County Public Schools
To Branch Builds, Inc.

(Contractor)
You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE in Contract Price	
✓ PCO 61 Door Hardware Revisions	\$	\$ 14,087.96
✓ PCO 91 Missing Steel Column at Trellis		3,300.00
✓ PCO 93 Receptacles for PA System		5,756.82
✓ PCO 110 Power for Water Cooler Area D		3,280.30
PCO 111 Undercut at Football Field Track		43,429.65
TOTALS	\$ 0.00	69,854.73
NET CHANGE IN CONTRACT PRICE	\$ 0.00	69,854.73

JUSTIFICATION:

See attached back-up documentation for information.

The amount of the Contract will be (Decreased) (Increased) By The Sum Of: Sixty Nine Thousand
Eight Hundred Fifty-Four and 73/100 Dollars (\$ 69,854.73).
The Contract Total including this and previous Change Orders Will Be: Forty Eight Million, Seven Hundred
Eighty-Seven Thousand, Thirty-Six and 75/100 Dollars (\$ 48,787,036.75).
The Contract Period Provided for Completion Will Be (Increased) (Decreased) (Unchanged) : _____ Days.
This document will become a supplement to the contract and all provisions will apply hereto.

Owners _____ IDA _____ (Date)
County _____ (Date)
School Board _____ (Date)
Architect recommended Felt Br 12.5.2022 _____ (Date)
Contractor _____ 12/5/22 _____ (Date)
Owner's representative _____ \$ Frazier _____ (Date)
USDA approval _____ (Name and Title) _____ (Date)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0573-0104. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

- ORIGINAL-BORROWER'S CASE FOLDER
- COPY-CONTRACTOR
- COPY-BORROWER

FILE COPY

POSITION 6

Form RD 1924-7 (Rev. 2-97)



December 12, 2022

Industrial Development Authority of Westmoreland County Virginia
PO Box 1000
Montross, VA 22520-1000

Dear Norm,

As discussed previously, the PCO's in question (listed below) were omitted from the contract drawings and therefore require a change order to the contract to install/complete this work. The PCO's in question include the following PCO's:

- PCO #61 Door Hardware Revisions (\$14,087.96) original quote for \$20,777.09. Negotiated down with Grimm and Parker.
- PCO#91 Missing Steel Column at Trellis
- PCO #93 Receptacle for PA System
- PCO #110 Power for water cooler

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd Demetriou', written over a faint horizontal line.

Todd Demetriou
Project Manager
Branch Builds, Inc.

CC: Branch Office
Branch Jobsite

PO BOX 40004 | ROANOKE, VA 24022 | 540-989-5215
BUILDING LEGACIES FOR A THRIVING FUTURE

4. Monroe Creek Waste Site Results

Michael Fiore, President, and Stephen Anstine, Senior Hydrogeologist with Resource International, Ltd an engineering and environmental firm were present and recognized by the Board to present findings from above matter.

Mr. Fiore began by discussing his firm who has been working with the County with regards to possible contamination issues on this parcel. Resource International, Ltd is an engineering and environmental consulting firm and one area of expertise is solid waste and landfills. The area that Mr. Anstine is in deals with the ground water and water quality as it relates to land fill results and their impact on the environment. Mr. Fore will cover Slides 1-7 in their presentation and then Mr. Anstine would review more technical slides 8-12.

Mr. Fiore began his presentation with background information and noted the area of concern was found by a resident who was kayaking and noticed debris and some issues in the creek and lodge a complaint. The newspaper became involved, took pictures and wrote an article and the County was notified of the situation. Mr. Fiore noted his firm began by checking the history of this parcel and it appeared in the tax roll as a town dump. Looked at area photos as early as 1994 and it show some land disturbance that would possibly verify this was a town dump. Mr. Fiore's presentation included pictures of debris and trash on the water line, as well as, on the parcel itself (photos provided by Free Lance Star and Resource International Ltd.).

Mr. Fiore noted the County's action steps included, receiving the complaint, receiving correspondence from the Free Lance Star, the County then contacted VDEQ about the situation; VDEQ contacted Colonial Beach obtaining permission to access the property; County contacted Resource International to obtain water quality samples; Colonial Beach granted access to the property for site visits; Resource International scheduled a time to obtain samplings and coordinated with VDEQ regarding same. Mr. Fiore then turned the presentation over to Mr. Anstine to discuss what they did, why they did it and what was found.

Mr. Anstine noted what they tried to do is get the best analytical approach they could do to get surface water that could be affected by this debris that was discovered. They then applied the DEQ Regulations of monitoring landfill discharges; taking what they see in typical landfills in disturbing the ground water to sample those, example samples were metals, volatile organics (VOCs), and polychlorinated biphenyl (PCBs). Mr. Anstine stated they used a certified lab in the Richmond area and compared the results they received from the lab to

the Virginia Groundwater Protection Standards and Human Health Public Water Supply Standards since this was surface water not ground water.

Mr. Anstine took four (4) samples surrounding the parcel with the help of the resident and a kayak. The sheen that was detected by the citizen which cause concern from pollutants was an organic sheen and not a petroleum sheen. This is determined by when a petroleum sheen is touched it will bend around an object and rejoin immediately after; a natural bacteria can create a sheen but when touched the sheen breaks into clumps. Mr. Anstine reviewed the results from the testing which is attached below. A summary of the results was no water quality exceedance. In summary, the site is a former dump; the site has not been properly closed in accordance with state regulations; uncovered water and debris is apparent within the limits of the property; waste materials appear to have been pushed to the shoreline; water quality samples were taken and water quality results did not show any exceedance of any parameter above Virginia groundwater protection standards or public drinking water standards; all metals detected were at average natural levels of occurrence in soil and water; and acetone and toluene were detected as trace amounts which are not considered indicative of a landfill release.

Mr. Fiore summarized that they have completed their obligation to the County by testing and providing results of the parcel. There are no obvious exceedance or gross environmental impact with respect to the situation. It is now in the hands of DEQ as to how they will handle this situation but ultimately it is between DEQ and the Town of Colonial Beach.

Mr. Risavi noted one reason they asked to have the PCBs tested was because the County had to do some testing of the water for the sewer and both the Town and public works director at the time, Mr. Murphy, indicated there were PCBs found in both the Town's and County's sewer and there was some talk that this old land fill could have been leaking something. Those results do not indicate that that is the case. Mr. Anstine stated there were no detection of PCBs.

Mr. Culver asked, based on the pictures, will DEQ want this cleaned up?

Mr. Fiore stated based on their experience DEQ does not consider this litter, they consider this something more, this material we have seen on this property, basically metal and glass, has been found on many different farms that had dumpsites. Most of this material will rust over time or not do anything. Clean up would be substantial depending on how it is done but DEQ may want an agreement to do some type of cleanup but those discussions will occur between DEQ and the Town which Resource International has no knowledge of that.



Direct Dial: (804) 550-9212
 sanstine@resourceintl.com
 http://www.resourceintl.com

December 7, 2022

P.N. 94024.117

Mr. Norm Risavi
 Westmoreland County
 P.O. Box 1000
 Montross, Virginia 22520

**RE: Waste Site at Monroe Creek
 Site Reconnaissance and Surface Water Monitoring - November 21, 2022
 Table 3.1A and PCBS Detects Notifications
 Town of Colonial Beach, Virginia**

Dear Mr. Risavi:

Pursuant to the County's request, Resource is pleased to report the surface water monitoring data for the Monroe Creek Surface Water Samples collected on November 21, 2022. Samples were delivered to Air Water & Soil Laboratories (AWS) on November 22, 2022, and the Certificate of Analysis was dated December 1, 2022.

The samples were analyzed for common constituents found in unlined landfills across the state. The constituents sampled for are listed in the Groundwater Monitoring Program, Virginia Administrative Code 9VAC20-81-250, Table 3.1 A: Groundwater Solid Waste Constituent Monitoring List and include common metals and Volatile Organic Compounds (VOCs). The water samples were also tested for PCBs.

Constituent concentrations were compared to Human Health Public Water Supply Standards (HHPWSS)* since the samples were collected in surface water, not groundwater.

*HHPWSS is listed under Criteria for Surface Water 9VAC25-260-140

The following table shows the only parameters detected from the samples in Monroe Creek and that they have not exceeded HHPWSS:

Sample	Parameter	Result (µg/L)	HHPWSS (µg/L)	GPS (µg/L)
MC SW-1	Arsenic	1.3	10	10
	Barium	139	2000	2000
	Cobalt	2.87	NA	6
	Chromium	1.41	100	100
	Copper	4.07	1300	1300
	Nickel	2.943	610	390
	Lead	5.5	15	15
MC SW-2	Zinc	17.4	7400	6000
	Arsenic	1.8	10	10
	Barium	103	2000	2000

P.O. Box 6160 * 9560 Kings Charter Drive * Ashland, VA 23005
 (804) 550-9200 * (804) 550-9259 FAX
 www.resourceintl.com

Mr. Norm Risavi
P.N. 94024.117
December 7, 2022
Page 2

	Cobalt	3.07	NA	6
	Chromium	2.24	100	100
	Copper	5.23	1300	1300
	Nickel	3.687	610	390
	Lead	6.1	15	15
	Zinc	17.4	7400	6000
	Acetone	10.3	NA	14000
	Toluene	2.05	57	1000
MC SW-3	Arsenic	1.0	10	10
	Barium	78.5	2000	2000
	Copper	1.61	1300	1300
	Nickel	1.410	610	390
	Acetone	11.3	NA	14000
MC SW-4	Arsenic	1.0	10	10
	Barium	76.7	2000	2000
	Copper	1.59	1300	1300
	Nickel	1.353	610	390
MC SW-5	Barium	63.5	2000	2000
	Copper	1.21	1300	1300
	Nickel	1.132	610	390

**Acetone and Cobalt are not listed on the Table of Criteria for Surface Water. They are therefore based on the groundwater protection standard limit.


Comparing the results to surface water and groundwater protection standards shows that no contaminant exceeded these standards. The metals detected are found naturally occurring in sediment across Virginia.

The Volatile Organic Compounds (VOC) Acetone and Toluene were found in trace amounts but are not necessarily indicative of a discharge from the site. Acetone is a cleaning agent used to clean bottles at the laboratory, so it is possible to find traces in samples. Toluene is a VOC found in petroleum products and could have multiple sources that may include vehicles, farm equipment, marine activities, lawn mowers and other landscaping equipment

Further consideration of the regulatory status of this site will be the responsibility of the Virginia Department of Environmental Quality.

Please feel free to contact me at (804) 550-9212 or at sanstine@resourceintl.com if you have any questions.

Sincerely,


Stephen Anstine, P.G.
Senior Hydrogeologist

/aw

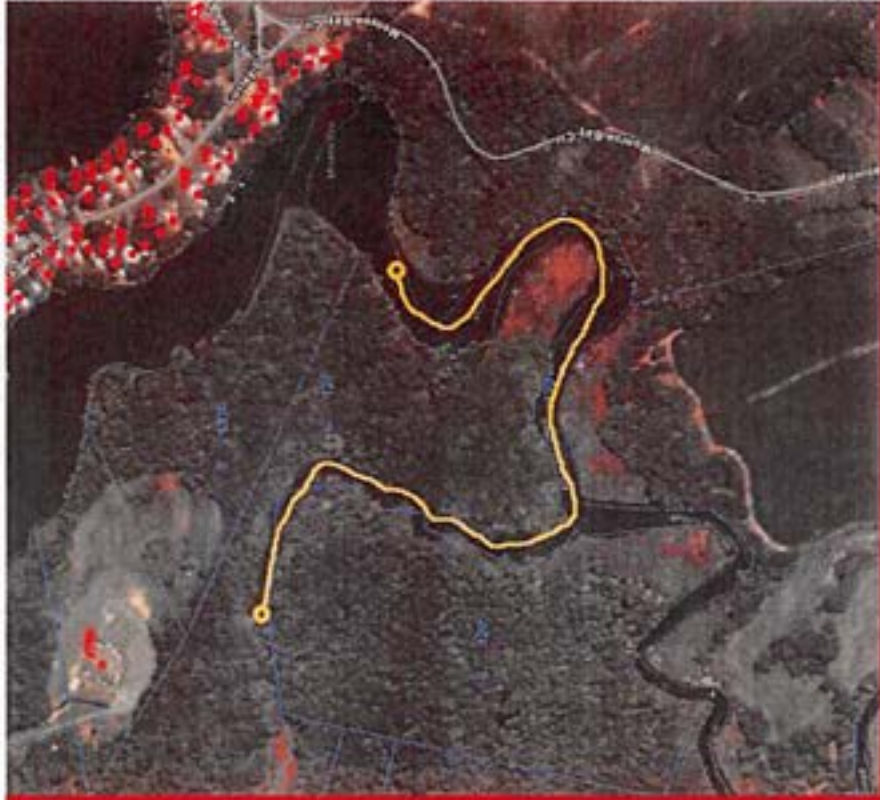
Monroe Creek Waste Site
2022 Aerial Photo



Monroe Creek Waste Site
Colonial Beach, VA

Water Quality
Investigation

Presented By
resource
INTERNATIONAL



BACKGROUND

- Resident on kayak noticed debris along the banks
- Citizen complaint
- Newspaper investigation with photos
- Notification of County



*Historical
Reference*

1994

Existing Conditions



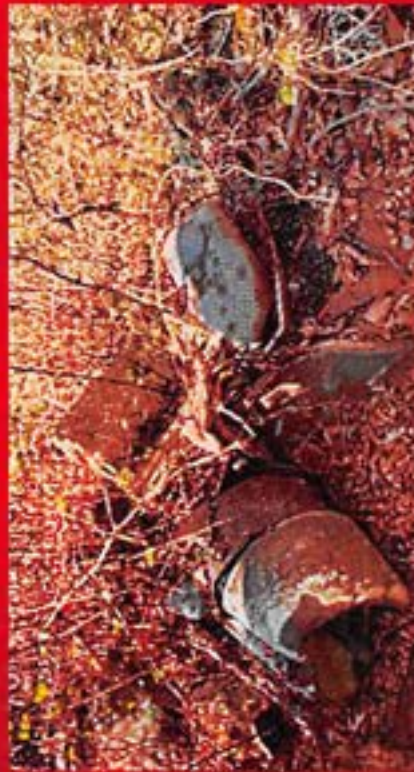
**Photos Courtesy of the Free Lance Star*

Creek Shore Line



**Photos Courtesy of the Free Lance Star*

In Land Site Condition



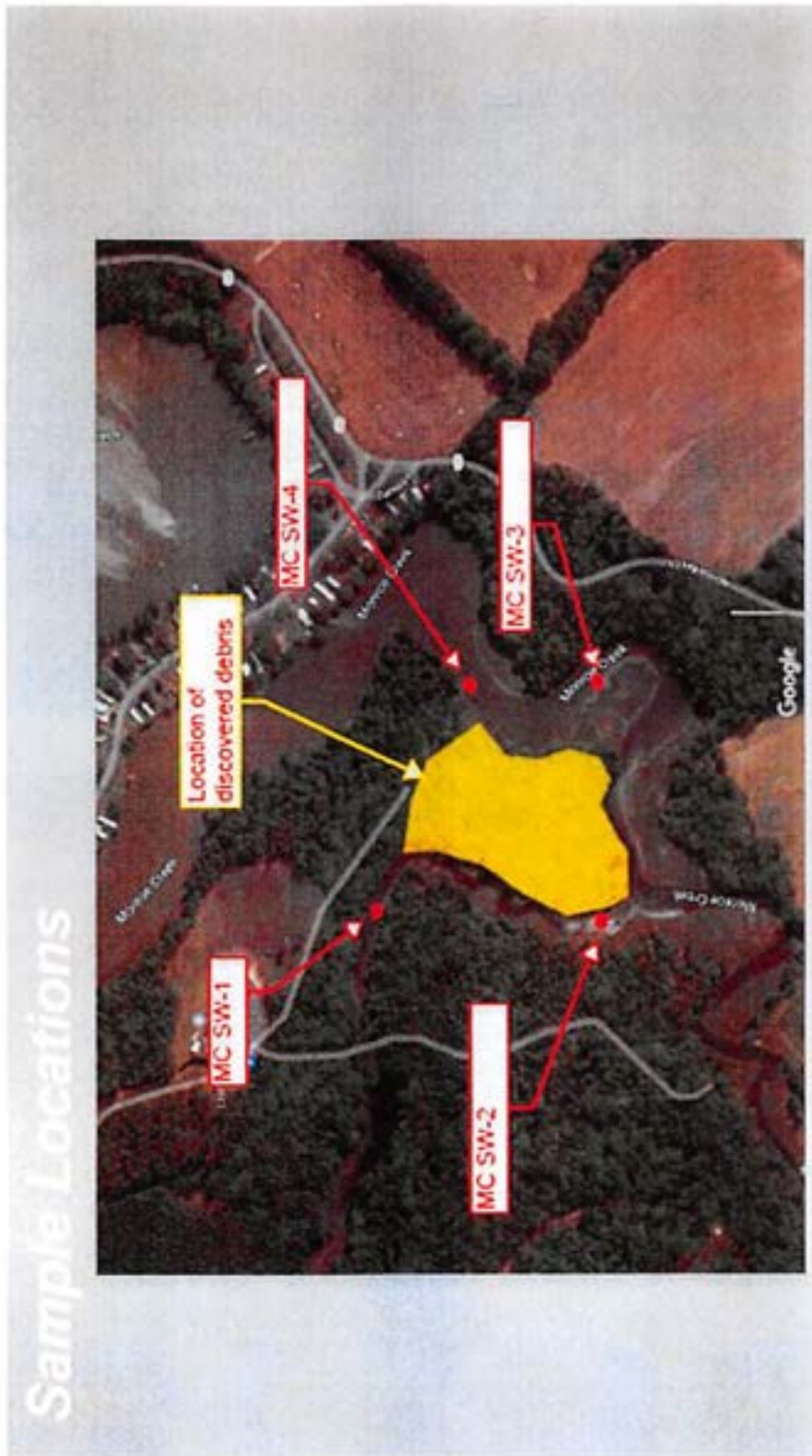
**Photos courtesy of Resource International, Ltd*

County Action Steps

- County received citizen compliant
- County received correspondence from the Free Lance Star
- County contacted VDEQ about situation
- VDEQ contacted Colonial Beach about access to property
- County contacted Resource regarding water quality sampling
- Colonial Beach granted access to the property for site visits
- Resource scheduled sampling with County
- Resource coordinated with VDEQ regarding sampling

Analytical Approach

- Applied DEQ Regulations of Monitoring Landfill Discharges
- Sampled Metals, Volatile Organics (VOCs), and Polychlorinated biphenyl (PCBs)
- Utilized a certified Laboratory
- Compared Results to
 - ✓ Virginia Groundwater Protection Standards
 - ✓ Human Health Public Water Supply Standards



Cause of Sheen

- Sheen detected by citizen
- Concern that it was caused by pollutants
- Confirmed it was a result of normal and natural bacterial activity not related to oil pollution



Natural bacteria can cause a sheen that is in fact a sign of a healthy environment. When touched the blue sheen will clump.



A petroleum based sheen, when touched will band around the object touching it and remain immediately.

The Results = No Water Quality Exceedance

Sample	Parameter	Result (µg/L)	HHPWSS (µg/L)	GPS (µg/L)
HC SW-1	Arsenic	1.3	10	10
	Barium	139	2000	2000
	Cobalt	3.87	NA	6
	Chromium	1.41	100	100
	Copper	4.07	1300	1300
	Nickel	2.943	410	390
	Lead	5.5	15	15
	Zinc	17.4	7400	6000

Sample	Parameter	Result (µg/L)	HHPWSS (µg/L)	GPS (µg/L)
HC SW-2	Arsenic	1.8	10	10
	Barium	103	2000	2000
	Cobalt	3.87	NA	6
	Chromium	2.34	100	100
	Copper	5.23	1300	1300
	Nickel	3.887	410	390
	Lead	6.1	15	15
	Zinc	17.4	7400	6000
	Acetone	10.3	NA	14000
	Toluene	2.65	57	1000

Sample	Parameter	Result (µg/L)	HHPWSS (µg/L)	GPS (µg/L)
HC SW-3	Arsenic	1.0	10	10
	Barium	78.5	2000	2000
	Copper	1.61	1300	1300
	Nickel	1.410	410	390
	Acetone	11.3	NA	14000



Sample	Parameter	Result (µg/L)	HHPWSS (µg/L)	GPS (µg/L)
HC SW-4	Arsenic	1.0	10	10
	Barium	76.7	2000	2000
	Copper	1.59	1300	1300
	Nickel	1.353	410	390

HHPWSS = HHPWSS in Public Water Supply Facilities, GPS = Groundwater Protection System

Monroe Creek Waste Site Study Summary of Findings

- The Site is a former dump as identified in the Town of Colonial Beach Tax files
- The Site has not been properly closed in accordance with State Solid Waste Regulations
- Uncovered waste and debris is apparent within the limits of the property
- Waste materials appear to have been pushed to the shoreline
- Water quality samples were taken in Monroe Creek
- Water quality results did not show any exceedance of any parameter above Virginia groundwater protection standards or Public Drinking Water Standards
- All metals detected were at average natural levels of occurrence in soil and water found in other locations throughout Virginia
- Acetone and toluene were detected as trace amounts which are not considered indicative of a landfill release. Possible other sources may be marina activity or residential properties on Monroe Creek.

*Mr. Risavi updated the Board that he just heard back from Dr. Perry and the amount discussed earlier under 3B is in the budget and under the correct category. Mr. Risavi noted they are in a Board meeting as well and that is why he didn't answer his phone. Return to 3B for motion.

5. SETTLEMENT AGREEMENT – WASTEWATER AGREEMENT

Mr. Stuart provided an update on the Wastewater Settlement Agreement between the Town of Colonial Beach and Westmoreland County. He stated this is a fully executed copy of the Settlement Agreement with Town on the lawsuit they filed a few years ago. Mr. Risavi spoke with Ms. Jacobs about signing a receipt for the amount of capacity that we purchased and apparently there is an issue with that because of the Council. Therefore, Mr. Stuart stated he reached out to the Town's new attorney, Stefan Calos, but he has not been able to connect with him. Mr. Stuart said that he did send him an email explaining that we need some sort of documentation regarding what we purchased for our records and audit purposes for Rural Development which is a requirement from them. This is a first step in putting this behind us.

Mr. Risavi stated that he included with that Agreement what the totals would be. Mr. Culver was a little confused on Section 2. Mr. Risavi then explained that the Agreement calls for it to be \$2.90 per gallon, multiply that by the 260 gallons assigned to an EDU and that is what the resident pays as part of their tap fee and the other portion is the plant upgrade costs. When we started collecting after the grant closed we first looked at pro-rating it but became so complicated because when someone buys the tap sometimes it could be 12 months or longer before the actual connection is made and it became too complicated. The then County Attorney said since it is not that great a sum of money we should just charge the entire amount and it is much cleaner.

Chairman Fisher clarified with Mr. Stuart that we will get a receipt for the checks written to the Town. Mr. Stuart said he will continue to reach out to the Mr. Calos and get the signed receipt. Mr. Stuart said it could be her hands are tied but he would work with the Mr. Calos to get the document.

Mr. Risavi asked to have all documents scanned into the minutes because every time a Town Manger leaves the documents disappear. Chairman asked also for copies of the checks to be part of the record, especially since we have not received a receipt from the Town and the checks have been deposited.

SETTLEMENT AGREEMENT

This Settlement Agreement is by and between the Town of Colonial Beach, Virginia, a municipal corporation of the Commonwealth of Virginia (the "Town"), and the County of Westmoreland, Virginia, a body politic and a political subdivision of the Commonwealth of Virginia (the "County") (together the "Parties").

WHEREAS, the Parties entered into a Wastewater Agreement dated as of the 25th day of November, 2002 (the "Wastewater Agreement"), setting forth the agreement between the Parties regarding the joint use, operation, maintenance, and improvement of the Town's Wastewater Treatment Facility (the "Facility"); and

WHEREAS, in recent years, a disagreement between the Parties has arisen as to the meaning and application of certain provisions of the Wastewater Agreement; and

WHEREAS, the disagreement between the Parties led to a lawsuit now pending in the Westmoreland County Circuit Court identified as Civil Action Number 2020-115 (the "Lawsuit"); and

WHEREAS, without conceding the merit or lack of merit of any claim or defense, the Parties wish to settle, compromise, and finally resolve the disputes and claims between the Parties relating to the subject matter of the Lawsuit.

NOW, THEREFORE, in consideration of the mutual promises set forth in this Settlement Agreement, and for other good and valuable consideration, the adequacy and sufficiency of which are hereby acknowledged, the Parties agree as follows:


1. **Effective Date.** This Settlement Agreement shall become effective as of the date of execution by the last party that signs this Settlement Agreement with due authorization.
2. **Additional Capacity and Upgrade Costs Payment.** The County will, on or before December 31, 2022, make payment to the Town for not less than 107,900 gallons per day of additional capacity (a total payment of not less than \$456,915) but not more than 300,000 gallons per day of additional capacity (a total payment of not more than \$1,270,384.50), each gallon of capacity payable at the rate of \$4.234615, comprised of the following:

Facility capacity at the rate of \$2.90 per gallon pursuant to paragraph 11 of the Wastewater Agreement plus Upgrade Costs at the rate of \$1.334615 per gallon.
3. **Dismissal of Pending Litigation.** Within fifteen (15) business days after receipt by the Town of the payment set forth in paragraph 2 above, counsel for the Town will file in the

9. **Counterparts.** The Parties may execute this Settlement Agreement in multiple counterparts, each of which together shall be considered an original, but all of which shall be deemed to be one and the same agreement when taken together.
 8. **Jurisdiction.** This Settlement Agreement, and any disputes related thereto, shall be governed by, and construed in accordance with, the laws of the Commonwealth of Virginia. Any claims arising from this Settlement Agreement shall be submitted to the Circuit Court of Westmoreland County, Virginia.
 7. **Severability.** If a court declares any portion of this Settlement Agreement to be illegal or invalid, the validity of the remaining provisions shall not be affected. The Parties agree that they will not, individually or with or through another, seek to have any court declare or determine that any provision of this Settlement Agreement is invalid.
 6. **Modification.** This Settlement Agreement shall not be altered, amended, modified, or rescinded except by an instrument in writing signed by each of the Parties.
 5. **Upgrade Costs.** The County will continue to be responsible for its proportionate share of upgrade costs under paragraph 14 of the Wastewater Agreement. As a result of this Settlement Agreement, the County's proportionate share of upgrade costs will be not less than 20.39% (per 300,000 gallons previously paid for + a minimum of 107,900 under this Settlement Agreement = 407,900 of the 2,000,000 capacity). If the County pays for additional capacity hereafter, the County's proportionate share will increase accordingly, and the County will remain responsible for its then-proportionate share of upgrade costs under paragraph 14 of the Wastewater Agreement. The Town reserves all rights under this Settlement Agreement, and the County may not raise any plea or other defense alleging that dismissal of the Litigation with prejudice bars the Town from enforcing its rights, and such dismissal will not be deemed or otherwise construed to affect the non-waiver provisions of this paragraph or other provisions of this Settlement Agreement.
 4. **No Waiver.** By entering into this Settlement Agreement, the Town does not waive any argument or defense the Town has or might have regarding any claim the County has made or might make alleging (a) that the County is entitled to purchase additional capacity (i) beyond the 107,900 gallons per day purchased under this Settlement Agreement and the 300,000 previously purchased, or (ii) under the Wastewater Agreement or otherwise, or (b) that the fee to purchase additional capacity excluding Upgrade Costs would continue to be at the rate of \$2.90 per gallon, which amount was originally set in 2002 based on the Capacity Reservation Fee divided by the maximum daily flow as set forth in paragraph 11 of the Wastewater Agreement (\$1,738,729 + 600,000 = \$2.90).
- Circuit Court of Westmoreland County, Virginia a motion and an order for voluntary dismissal of the Lawsuit with prejudice.

constitute one agreement. The Parties shall be bound by electronic or scanned signatures which are duly authorized in accordance with Virginia law.

Town of Colonial Beach, Virginia

By 
Robin M. Schick, Mayor
November 16, 2022

County of Westmoreland, Virginia

By 
Darryl E. Fisher, Chairman
Westmoreland County Board of Supervisors
November 21, 2022

Norm Risavi

From: Delaney, Tara - RD, VA <tara.delaney@usda.gov>
Sent: Monday, December 12, 2022 12:21 PM
To: Norm Risavi
Subject: Regarding your agreement with Colonial Beach

Caution: This message is from an external source. Please use caution clicking links or opening files if you did not expect to receive them.

Norm,
For the record, the County should have a signed receipt for the additional capacity and plant operations costs charged by the Town of Colonial Beach.

This coming May we will have another State Internal Review here in Virginia, and the national office will look for changes in cost of operations and maintenance.

*Tara Delaney, Area Specialist
Richmond Office, Rural Development
United States Department of Agriculture
1606 Santa Rosa Road, Suite 238, Richmond VA 23229
Phone: 804-287-1599/FAX: 855-636-4613
www.rd.usda.gov*

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**CAPACITY & PLANT UPGRADE PAYMENT
WASHINGTON DISTRICT SEWER SYSTEM**

Westmoreland County payment to the Town of Colonial Beach for the purchase of additional capacity and plant upgrade costs for the new users:

Capacity Payment: \$533,078 (increasing capacity by 183,820 GPD)
Total Capacity purchased as of this date December 5, 2022 will be 483,820 GPD or 24.2%.
The current 2022-2023 FY true up will be calculated at 15% capacity for any capital expenses incurred during the first (5) months of the FY and then at the 24.2% capacity commencing for capital expenses incurred from December 2022 forward.

Plant Upgrade Payment: The County is paying \$245,329 towards the costs of the added EDU's towards the plant upgrade loan. The County has collected 100% of those costs for each new user since the closeout of the initial loan/grant projects.

This document amends the prior acknowledgement dated and signed by Val Foulds, Town Manager, on 1/15/2013 and Norm Risavi, County Administrator the payments for capacity and upgrades.

These payments are in accordance with the Settlement Agreement signed and dated by Robin Schick, Mayor of Colonial Beach and Darryl E. Fisher, Chairman of the Westmoreland County Board of Supervisors.

_____ Town Manager _____ Date

_____ County Administrator _____ Date

Current Status User Agreements
Washington District Sewer System
November 28, 2022

Since the initial completion of Phase II of the Washington District Sewer Project around 2012 the County has sold an additional 422 taps. Most of these connections have been acquired during the last several Fiscal Years.

422 taps x \$754 (capacity per tap) = 5318,188 (Note this number continuously changes as the connections are purchased.)

422 taps x \$347 (plant upgrade cost per connection) = \$146,434 (Note each new connection pays this fee for their prorated share of the upgrade costs.)

Plant Upgrade 0% interest loan: \$2,668,580.34

$\$2,668,580.34 \times 30\% = \$800,574.09$

2,000,000 GPD Total Current Plant Capacity

30% = 600,000 GPD

$\$2,668,580.34 / 2,000,000 \text{ GPD} = \1.335 (per gallon)

EDU (Equivalent Dwelling Unit) = 260 GPD

260 GPD x \$1.335 = \$347 (Each new users share of the plant upgrade costs.)

Current purchased taps 422: \$318,188 + \$214,890 = \$533,078 (Capacity Payment) +183,820 GPD

Plant upgrade costs collected: \$146,434 + \$98,895 = \$245,329 (VRA 0% upgrade loan)

Total \$464,622 + \$313,785 = \$778,407 (Total Payment) New GPD 24.2%

New total capacity purchased for the county would be: 483,820 GPD

Each year around May prior to the end of the FY, the County will notify the Town of additional taps purchased and pay the corresponding capacity fee and plant upgrade fee collected from the new users. In the subsequent FY the increased capacity percentage will be used in calculating any prorated share of capital expenses starting that year.

DATE	PO#	INVOICE#	DESCRIPTION
12/03/2022	00000	12/22	CAPACITY C.PAYMENT PER SETTLE

CHECK# 107905
DATE 12/05/2022
DISCOUNT .00
NET AMOUNT 533078.00

VENDOR#NAME 81/TOWN OF COLONIAL BE 533078.00 .00 533078.00

COUNTY OF WESTMORELAND
Commonwealth of Virginia
P.O. Box 1090
Montross, Virginia 22520

ATLANTIC UNION BANK
AC116
514

Check 107905

PAY 513 THOUSAND 078 DOLLARS 00 CENTS
Date 12/05/2022 Amount \$*****533,078.00

TO THE ORDER OF
TOWN OF COLONIAL BEACH
C/O TREASURER'S OFFICE
P. O. BOX 450
COLONIAL BEACH, VA 22423

BY ORDER OF BOARD OF SUPERVISORS
COUNTY OF WESTMORELAND
TREASURER

VOID IF NOT COPIED IN 10 DAYS


107905



CHECK# 107904
 DATE 12/05/2022
 DISCOUNT .00
 NET AMOUNT 245329.00

DATE	PO#	INVOICE#	DESCRIPTION
12/02/2022	00000	12-22 P.UPGRADE	PER SETTLEMENT UPGRA

VENDOR/NAME 81/TOWN OF COLONIAL BE 245329.00 .00 245329.00

 COUNTY OF WESTMORELAND
 Commonwealth of Virginia
 P.O. Box 1000
 Martinsburg, Virginia 22520

ATLANTIC UNION BANK 48-218 314
 Check 107904

PAY 245 THOUSAND 329 DOLLARS 00 CENTS
 Date 12/05/2022 Amount \$****245,329.00

IN ORDER OF
 TOWN OF COLONIAL BEACH
 C/O TREASURER'S OFFICE
 P. O. BOX 450
 COLONIAL BEACH, VA 22443

BY ORDER OF BOARD OF SUPERVISORS
 COUNTY CLERK
 COUNTY OF WESTMORELAND, VIRGINIA
 MARTINSBURG

Sue Ann Jones

VOID IF NOT CASHED IN 120 DAYS

107904

6. TOWN OF COLONIAL BEACH/CORRESPONDENCE

India Adams-Jacobs, Town Manager, for the Town of Colonial Beach was recognized and presented the following for the Town of Colonial Beach:

- Celebrated winter fest in collaboration with Chamber of Commerce;
- At the last Town Council meeting the Economic Development Manager presented the first economic development plan which will be on the next agenda for adoption;
- December 9th was the first sip-n-stroll and first art walk; businesses said their sales doubled so it was very successful;
- The Towns largest infrastructure project - essential drainage project – went out to bid closing 12.13.22. Plan to award the project at next Town Council meeting and hope to break ground in early 2023; and
- Town Manager thanked the County Administrator and team for work with the Town on the tourism grant to equitably share some of those funds with the Town for ADA park equipment and Town signage.

7. TOWN OF MONTROSS/CORRESPONDENCE: Completed earlier in the meeting

8. VIRGINIA DEPARTMENT OF TRANSPORTATION

David Beale, Resident Engineer, was present and reviewed the November Report. Questions and answers followed after the presentation.

Mr. Risavi stated that he has received several calls regarding an area of the road when you come out of middle school in the cross over coming back to Montross; edge of the pavement is broken off and there seems to be a lot of people hitting it and increasing the size and asked if that could be fixed.

**** NEXT PAGE – VDOT REPORT ****



**Westmoreland County Board of Supervisors
December 2022 VDOT Report**

Maintenance Activity Highlights

Completed:

- Storm water basin repair Rt 3 (1 of 3)
- Brush cutting (Rt 612 Coles Point Rd)
- Shoulder repair Rt 3 (ongoing)
- Grade gravel roads countywide
- Patch potholes countywide
- Address work orders countywide

Upcoming:

- Repair stormwater basins Rt 3 (two more)
- Patch potholes countywide
- Grade gravel roads countywide
- Shoulder repair Rt 3 (continued)
- Ditch repair Rt 639 Winter Harbor Rd
- Address work orders countywide

Construction Projects

SSYP:

Rt 735 Grannys Bar Rd; Summer 2025
Rt 685 Ashbury Rd; Summer 2027

Rt 652 Charles Way; Summer 2025

Revenue Sharing:

Deux Rue; Summer 2023
Egret Ct; Summer 2023
Hickory Ln; Summer 2025
Pinewood Ln; Summer 2025
Lakeview Ln; Summer 2025

Anchor Ct; Summer 2023
Holly Way Ph III; Summer 2023
Birch Ln; Summer 2025
Woodmount Dr; Summer 2025

Bridge:

Rt. 621 at Tidwells Marsh (replacement): Winter 2023

UPC 118262 Rt. 205 over Branch of Rosier Creek; Scour Repair; Spring 2023

UPC 121539 Rt. 658 over Monroe Creek: Spring 2026

Contacts:

VDOT Customer Service Center: 1-800-FOR-ROAD

David L. Beale, P.E.

Resident Engineer

(804) 333-7941

david.beale@vdot.virginia.gov

Carter White

Assistant Residency Administrator

(804) 333-7942

carter.white@vdot.virginia.gov

Rex Reichert

Hague Area Headquarters Superintendent

(804) 695-8610

rex.reichert@vdot.virginia.gov

9. OLD BUSINESS

- A. Bay Consortium Workforce Development Board – Mr. Risavi reminded the Board he was asked at the last meeting to contact Bay Consortium and clarify if their request was an annual payment or a one-time request. Mr. Risavi concluded that this will be an annual request.

Chairman Fisher also clarified that this amount was not listed in the budget. Mr. Risavi stated the finance group looked back through their records and did not receive a request from Bay Consortium Workforce Development Board.

Mr. Culver noted the population estimate has increased to almost 19,000 people and they are asking for \$4,682.75.

Mr. Hynson asked what the request was in the past.

Mr. Risavi stated this is the first request we have ever received so there is no history and he is not certain what the money will be used for.

Mr. Culver said the money will be used to assist people in the different counties to get jobs.

Mr. Risavi noted they get so much Federal money therefore he isn't sure why they need additional money from the County.

Mr. Culver suggested we look at how much Federal money they receive and why do they need additional money from the County.

Chairman Fisher suggested that the Board not approve and hold off until the next budget cycle where they can obtain all information needed to make a decision.

Mr. Risavi ask the Board if they would like him to invite the Director to the next Board meeting and bring the last audit. Mr. Risavi also stated when he attended the last meeting of Bay Consortium for Mr. Culver, they presented their financial statement which had a considerable balance and he isn't sure why they aren't using that money.

The Board agreed they would like to have the Director come to the January Board Meeting and explain what they do and what services they provide to Westmoreland County.

****BUDGET REQUEST – NEXT PAGE****

Ashley Forbes
Chairman of the Board

Greg Moan
Vice Chairman

Lanont Brown
Member-At-Large

804.333-8340
804.333-8378 Fax



Bay Consortium Workforce Development Board
P.O. Box 1117 Warsaw, Virginia 22572
An Equal Opportunity Employer Program

Joshua Gamerek
Secretary / Treasurer

Jackie Davis
Executive Director

1-800-828-1121
Killer Service Number

November 7, 2022

Honorable Darryl E. Fisher
Westmoreland County Board of Supervisors Chairperson
PO Box 1000
Montross, VA 22520

Dear Chairperson Fisher,

Thank you for your support of the Bay Consortium Workforce Development Board and the Virginia Career Works Bay Consortium region. Over the past several years, funding for workforce development activities in the Commonwealth of Virginia has been reduced exponentially. These funding reductions coupled with the minimum training expenditure requirement as defined by the Code of Virginia Chapter 4.2 Section 2.2-2472.2, have begun to impact our service delivery model. We are hopeful with this requested per capita funding from each of our sixteen jurisdictions that we represent, we will be able to expand on the activities of the Regional Business Solutions Teams as required by [Virginia Board of Workforce Development Policy 403-01 Business Services Requirements](#). The Regional Business Solutions Teams, will be responsible for:

- A. Expanding access to the Virginia Career Works system in the region, by working closely with Localities Economic Development Officials/Chambers of Commerce Representatives to address business needs/challenges with attainable solutions.
- B. Reporting to Localities on the activities of the Business Solutions Team in the specific County/City on a monthly basis.
- C. Linking Employers with support for training initiatives such as Incumbent Worker Trainings, which are utilized in upskilling an employer's current workforce through partnerships with the local Community Colleges in the region (Germanna, Rappahannock, and Eastern Shore) as well as other requested training providers.
- D. Enhancing Career Pathways and talent pipelines for the Healthcare, Logistics and Information Technology sectors, by partnering with K-12 education.
- E. Strengthening the existing On-The-Job Training, Apprenticeship, and Youth Work Experience Programs within the region.

All of these efforts and many more, would not be possible without the diversified funding beyond the traditional federal funding received for workforce development efforts in the region.

In order to continue and grow these successes, the Bay Consortium Workforce Development Board is requesting an annual contribution from our local government partners, based on a \$0.25 per capita assessment, for fiscal year 2023 (i.e., July 1, 2023 - June 30, 2024):



Virginia Career Works Bay Consortium Service Region Locality Population		
Locality	Population Estimate	\$0.25 per capita
Caroline County	31,332	\$7,833.00
King George County	27,489	\$6,872.25
Spotsylvania County	143,676	\$35,919.00
Stafford County	160,877	\$40,219.25
City of Fredericksburg	28,367	\$7,091.75
Lancaster County	10,928	\$2,732.00
Northumberland County	12,029	\$3,007.25
Richmond County	9,017	\$2,254.25
Westmoreland County	18,731	\$4,682.75
Essex County	10,573	\$2,643.25
King and Queen County	6,662	\$1,665.50
King William County	18,171	\$4,542.75
Mathews County	8,546	\$2,136.50
Middlesex County	10,781	\$2,695.25
Accomaek County	33,246	\$8,311.50
Northampton County	12,085	\$3,021.50
Total	542,510	\$135,627.75

Source: Quick Facts Resident Population: July 1, 2021, U.S. Census Bureau, Population Division

The total requested from all sixteen localities is **\$135,627.75**. In addition, the Bay Consortium Workforce Development Board will continue to seek private and public funding sources as they become available.

The businesses of the region will benefit from the programs that will be offered as a result of our strengthened regional workforce development system. The Bay Consortium Workforce Development Board will enhance the workforce development system for your locality by leveraging all available resources to expand and increase the impact of our workforce development initiatives.

We truly appreciate the support and participation provided by the localities and will ensure the financial resources that you entrust to us will be used to achieve optimum benefit for your citizens. We hope you will look favorably upon our request, and we will be happy to provide additional support information, if requested.

Sincerely,



Jackie Davis
Executive Director
Bay Consortium Workforce Development Board

B. Proposed Amendments to Regional Library Agreement - Mr. Risavi stated approximately a year ago the Board members were polled because they want to amend the Library Agreement that was signed in 1993 and it was recommended that the library board include two (2) members from Westmoreland County like the three other organizations. Each has a member of their board of supervisors or city council, in the case of Fredericksburg, and a citizen member. Currently, Westmoreland only has a citizen member and no Board member. As you will see, Spotsylvania County crossed out our two (2) representatives and changed to one (1) but we shouldn't take direction from another Board. We are at a disadvantage because we don't have a second representative. Mr. Risavi noted that over the years the library has provided a tremendous services to the County but the problem is over the last ten (10) years some changes have taken place in other jurisdictions that have led to filtering over to this organization which he doesn't believe should be the case. If we don't have an equal number of representatives then something we don't want can be forced on the community, basically our citizens are under representative because of only having one representative. Mr. Risavi also mentioned that all other board and committee appointments are equal and not based on size or how much you contribute.

Mr. Culver asked how many libraries do we have in the County. Mr. Risavi stated we have three (3) libraries in the County - Colonial Beach, Montross and Hague.

With no further discussion, upon motion made by Russ Culver, second by Woody Hynson and carried unanimously the Board requests that the Regional Library Agreement be amended to include two (2) representatives for Westmoreland County.

**** Regional Library Agreement – Next Page ****

[Spotsylvania Recommended](#)
[Stafford Recommended](#)
[CRRL Recommended](#)
[City – comments added](#)
[by MW 12/9/2021](#)

AGREEMENT

THIS AGREEMENT made this ~~13th~~ day of ~~July, 1993~~, by and among the City of Fredericksburg, the County of Spotsylvania, the County of Stafford, and the County of Westmoreland, all political subdivisions of the commonwealth of Virginia and hereinafter designated as participating localities, all of which are parties hereto.

WHEREAS, the parties hereto are members of the Central Rappahannock Regional Library, pursuant to an Agreement dated November, 8, 1989 (1989 Agreement”), and ~~as amended on July 13, 1993, and~~

WHEREAS, as members they have contracted to cooperate in providing public library services in each of their respective jurisdictions through their joint efforts, and

WHEREAS, those library services have included the operation of an administrative ~~headquarters~~ facility in Fredericksburg, several branch facilities throughout the region, and outreach ~~bookmobile service~~ to areas not otherwise serviced, and

~~WHEREAS, by said 1989 agreement Westmoreland County was intending to withdraw from the Regional System but is now desirous of continuing its association with the system; and~~

~~WHEREAS, the parties hereto are desirous of modifying the said 1989 Agreement to enable Westmoreland County to remain part of the system and have reached a modification agreement which is hereby reduce to writing.~~

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereto do mutually agree to modify the said 1989 Agreement and to adopt the agreement herein set forth as the sole agreement relating to the matters contained herein as follows:

1. Authority for Regional Library

The Central Rappahannock Regional Library (“Library”) shall hereafter operate according to the rules and regulations for regional libraries set forth in Section 42.1-33, et seq., of the Code of Virginia (1950), as amended.

2. Board of Trustees/Membership

a. Pursuant to Section 42.1-39 of the Code of Virginia (1950), as amended, the Library shall be governed by a Board of Trustees (“Board”) whose membership shall be as follows:

Two (2) members shall be appointed by the City of Fredericksburg, two by Spotsylvania County, two by Stafford County and one (1) by Westmoreland County. All appointments shall be for terms of four (4) years.

b. All appointed Board members shall be residents of the jurisdiction which they represent and may be private citizens, members of the governing bodies, or employees of

the governing bodies, as the governing bodies shall so designate, in conformity with Section 42.1-39 of the Code of Virginia (1950), as amended.

3. Salaries and Expenses.

No Board member shall receive a salary or other compensation for services, but necessary expenses may be reimbursed by the appointing jurisdiction in its sole discretion.

4. Removal.

A Board member may be removed for misconduct or neglect of duty by the governing body~~(ies)~~ making the appointment.

5. Powers and Duties.

The Board shall elect officers and maintain current bylaws, rules, and regulations for the functioning of the Board and administration of the Library. The Board shall have control of the expenditure of all ~~monies-~~funds credited to the Library accounts.

6. Donations.

The Board shall have the right to accept donations and bequests of money and personal, real, tangible, and intangible property for the establishment, maintenance, and expansion of the Library, and endowments for the same and to perform all other lawful acts attendant with receipt of property.

7. Contracts and Budget Authority

The Board shall have the authority to execute contracts with the Virginia-State Library of Virginia, participating localities, and other legal entities and to budget for and expend funds received for services, supplies, facility and vehicle maintenance, utilities, and other matters necessary and appropriate for the operation and administration of the Library and related services in the region. The Board shall have the authority to budget for and expend any funds which it raises through its own efforts or receives by donation. The Board shall follow the appropriate provisions set forth in Section 42.1-33, et seq., of the Code of Virginia (1950), as amended, with regard to the maintenance and operation of all Library facilities. The parties specifically agree there shall be no acquisition of real estate~~(s)~~ for, nor relocation of, the regional administrative, technical or services coordination facilities currently located in the City of Fredericksburg with funds contributed by any of the parties hereto without the prior written approval of the governing bodies of the City of Fredericksburg, the County of Spotsylvania, and the County of Stafford. The parties further agree that Westmoreland County will not be requested to contribute any renovation, capital improvement, or relocation of said regional administrative, technical or services coordination facilities, during the County participation in this Agreement.

8. Local Funding

Expenses for the operation, maintenance and improvement of the Library shall be apportioned as follows:

a. The Board shall prepare and present to all participating localities a yearly revenue and expenditure budget in accordance with the formatting requirements of the member jurisdictions and generally in accordance with the Uniform Financial Reporting System of the Auditor of Public Accounts for the Commonwealth of Virginia.

b. The circulation figures used in the funding formulas set forth below shall be the actual annual Library circulation for the preceding calendar year. For the purposes of this Agreement, the term "circulation" shall be defined as the total number of items checked out from ~~the Headquarters Library and all other~~ branches, mobile and satellite locations, ~~bookmobiles, nursing homes, jails, detention centers, by mail, and other~~ existing methods of circulation within the Library system.

c. The funding formula for the City of Fredericksburg, Stafford County, and Spotsylvania County shall be as follows:

City or County
 Contribution = (Circulation) x (Total Local Budget minus Westmoreland's contribution)

where

Circulation = The percentage of total Library circulation attributed to residents of that city or county (MW).

Total Local Budget = The difference between total Library operating ~~expenses~~ revenues approved for the fiscal year and revenues projected to be ~~received~~ received from Commonwealth of Virginia and any other sources as regular operating revenues.

d. The base rate for Westmoreland County for fiscal year 1993-94 shall be One Hundred Sixteen Thousand Twenty Seven and no/100 Dollars.

e. From July 1, 1994, and each fiscal year thereafter the new base rate for Westmoreland County shall be as follows:

Contribution & <u>and benefits</u>	=	(Base Rate from immediately	+	(Most Recent calendar year's	+	(Regional system's increase in salaries
New Base Rate		preceding Fiscal year)		CPI% age of previous year's base rate)		for employees working in Westmoreland County (MW)

Each year the previous year's base rate will be increased by the Consumer Price Index (CPI) for the most recent calendar year and salary and benefits increase for employees working in Westmoreland County for the new fiscal year to create Westmoreland County's contribution and the new base rate. In addition, each year, the current contribution being paid by Westmoreland County will be reviewed by the Library Board for analysis ~~comparison~~ of all revenues (for example, state and federal aid, grants, and other revenue derived specifically as a result of Westmoreland's participation) realized by the Regional Library system due to Westmoreland's participation including the formula contribution paid by Westmoreland County for services, ~~the state and federal aid to the system based upon Westmoreland's~~

~~participation, any regular grant monies received by the system due to Westmoreland's participation and any other regular monies received by the system due to Westmoreland's participation, compared with the costs to the system to provide the current services to Westmoreland County. In the event it is determined that Westmoreland's contribution from all sources does not cover the costs of the services being provided to Westmoreland County, then the base rate will be adjusted upward in the upcoming fiscal year to equal the cost of those services.~~

~~3. The City of Frederick and Staffed as of its date here that the required completion date for Branch facilities described in paragraphs 10 and 14 below. In the event that Spotsylvania County fails to meet its deadline for the substantial completion of the branch facilities described in Paragraph 11 below, such county shall pay directly to the City of Frederick an annual Library surcharge provided monthly for any period less than a year that Spotsylvania fails to meet its deadline for the substantial completion of the branch facilities in addition to its pro-rata share of the budget, such surcharge to end when Spotsylvania has completed its contracted for branch facilities.~~

~~Surcharge = (Capex - cap spending) x CF (calculated as a % of annual cost) / (net met or month) / 12~~

~~CF (calculated) = The percentage of construction of Wallace Library attributable to residents of the county paying the surcharge~~

~~Annual cost = The total cost assigned to the City, shown on the preceding fiscal year grant award, for the design and construction of the facility~~

f. Each participating locality shall process the Library's funding request through its normal annual budget procedures, with appropriate notice of any public hearings being given to the Board. In the event a recommendation to appropriate funds at a level less than requested is being ~~considered made or anticipated~~, the member jurisdiction shall provide the Board an opportunity to be heard.(a)(5)

g. In the event any participating locality chooses to appropriate funds at a level lower than requested, the Board shall have the right to reduce or freeze service levels, other than by imposing a book limit, within such jurisdiction proportionately in accordance with the funding reduction. The governing body of such jurisdiction shall make evaluation and indicate the particular areas of service it wishes reduced or frozen, but final decisions concerning service reductions shall rest solely with the Board.(a)(6)

h. The sums appropriated by each governing body shall be paid quarterly in advance by the disbursing officer of each jurisdiction to the fiscal agent of the Library as designated by the Board.

9. Branches and Regional Facilities

a. In the event of development of library branches, stations, or other fixed library collections in any participating locality (excluding the renovation of Wallace Library, which is specially funded according to the terms of this Agreement) other than the

portion of the regional facility designated for administrative, technical or regional services coordination, the locality developing such branch, station, or other fixed Library collection shall assume the full cost of construction, renovation, and major maintenance of the building or premises housing the collection, as well as the furnishings, utilities, and appropriate property insurance for said facilities. The Board and the respective locality may contract for the lease of each branch facility or incorporation of the same into the Library system.

b. Branch development shall be in response to and in ~~consideration of~~ ~~compliance with~~ the size, location and service level needs designated by the ~~board~~ Board to provide effectively for public library services for participating localities, subject to the financial resources available to each locality and the Board to fund such services. The governing body of each locality shall make the final determination as to the branch size and location (MW7).

b.c. Formal written notice of the intent to construct ~~lease~~ a new branch will be provided by the Board to the governing bodies of the City of Fredericksburg, Stafford County and Spotsylvania County as each of these participating localities will ultimately share in the operating expenses of the new regional branch.

e.d. The construction, relocation, or expansion of any regional facility designated for regional, administrative, technical, or other Library coordination services shall be funded equally by the City of Fredericksburg, Stafford County, and Spotsylvania County (MW3).

10. Withdrawals from Library System.

a. This agreement shall remain effective for all participating jurisdictions including the ~~City~~ ~~CC~~ ~~City~~ of Fredericksburg, Stafford County, Spotsylvania County ~~county~~ and Westmoreland County without any requirement for contract renewal.

b. No county or city participating in the Library hereby established shall withdraw therefrom without two years' notice in writing to the ~~chief-elected officials~~ ~~governing bodies~~ of the other participating localities, the Library Board of Trustees, and the Library Director. In the event of an adopted resolution of consent from the other participating localities, the two-year notice of withdrawal may be waived for any jurisdiction.

11. Extent of Agreement.

No amendments, modification, or supplements to this Agreement shall be valid or effective unless the same shall be reduced to writing and signed by all of the parties

hereto.

12. Original Agreements

This agreement and any and all subsequent modifications, amendments, or supplements shall be executed in as many counterparts as there are parties hereto, and each shall constitute a duplicate original.

WITNESS, the following signatures and seals affixed hereto by the officers shown below pursuant to the authority of resolutions adopted by the several governing bodies, an attested copy of each being attached hereto, incorporated herein and made a part hereof:

CITY OF FREDERICKSBURG:

_____(SEAL) _____(SEAL)
City Manager Mayor

COUNTY OF SPOTSYLVANIA

_____(SEAL) _____(SEAL)
County Administrator Chairman, Board of Supervisors

COUNTY OF STAFFORD:

_____(SEAL) _____(SEAL)
County Administrator Chairman, Board of Supervisors

COUNTY OF WESTMORELAND:

_____(SEAL) _____(SEAL)
County Administrator Chairman, Board of supervisors

Approved as to form:

Fredericksburg City Attorney

Stafford County Attorney

Spotsylvania County Attorney

Westmoreland County Attorney

- C. Stratford Harbour Substation Notification to Contributors – Tamara Hackett was present and provided information on the Stratford Substation project.

Ms. Hackett stated that in March, 2014 the residents of Stratford Harbour formed a committee to raise funds to build a fire station at the corner of Stratford Hall and North Independence Road in Montross, Virginia. Because of changing circumstances within the last few years it has become clear that project will not move forward.

Ms. Hackett stated that in October 2022, their committee asked the County to begin the task of identifying and contacting the donors to provide donation refunds. After many hours of research, it was concluded that the cash donations totaled \$53,822.59; and the unknown donation amounts totaled \$114,589.13; with a grand total of \$168,411.72. In addition, the land amount was \$19,701.50 and based on the percentage amount of the remaining cash of 66.27%, the partial refund due back to donors is \$35,668.23. Any remaining balances will be transferred to the Westmoreland County Volunteer Fire Department - Stratford Fire Substation which includes the proceeds from the land sale.

Ms. Hackett noted that the County has prepared a letter to send to all identified donors asking if they would like to receive their percentage of refund or if they prefer to donate the funds to the Westmoreland County Volunteer Fire Department.

Mr. Culver asked if we know how much money was put into the property up front before the County was involved.

Mr. Risavi stated we could only figure that by the records of the revenues that they gave us and what they turned over to us we assumed is the difference is what they expended. They did not provide us what they were supposed with a detailed account of what they had paid.

Mr. Risavi also brought to the Board's attention that they have in their books the minutes from the board of supervisors meeting from 1970 where this land was deeded to the county for the fire station. Mr. Risavi stated that we didn't believe those funds could be transmitted back to the residents because they have to be given to either fire or rescue.

Mr. Risavi then directed the Board to authorize the County Administrator to send the letter, as provided in the Board's information, to the donors. We will give the donors sixty (60) days to provide us with instructions as to what they would like to do. If the

donor wishes to have the money returned they will need to provide us with their social security number or tax id number and after receipt of that information we will send out their check for the 66.27%.

Mr. Culver asked if the donor used that as a deduction they would have to amend their tax return for that year?

Mr. Risavi stated that is correct and that is why we asked for the social security number because we will notify the IRS.

With no further discussion, upon motion made by Woody Hynson, second by Russ Culver and carried unanimously the Board approved the County Administration to proceed with sending the letters to the donors who contributed money to the Stratford Fire Substation Fund.

**** NEXT PAGE – DRAFT LETTER AND DOCUMENTS ****

December 8, 2022

Name/Address

Re: Westmoreland County Volunteer Fire Department - Stratford Fire Substation

Dear Sir/Madam:

In March, 2014 the residents of Stratford Harbour formed a committee to raise funds to build a fire station at the corner of Stratford Hall and North Independence Road in Montross, Virginia. However, changing circumstances within the last eight years has made it clear this project will not come to fruition. A portion of the donations so generously given in support of this project were spent on preliminary expenditures during those years. The balance of funds remaining will be returned proportionately to identified donors.

The amount returned to you will be reported to the IRS. For this purpose you will need to provide your social security number before the returned donation can be processed.

Instead of receiving the refund, you may prefer to give the funds to the Westmoreland County Volunteer Fire Department-Stratford Fire Substation. In that case, no response is necessary and we will not need your social security number. The amount shown below will be forwarded to the Westmoreland County Volunteer Fire Department on your behalf.

Should you prefer to receive the refund, please provide your social security number below and return this letter to us within 60 days of the date of this letter.

Amount of refund: _____

Return my partial donation. My social security number: _____

Thank you for your prompt response. If no response is received within the 60 days, the amount to be refunded will be given to the fire department.

Sincerely,

Norm Risavi
County Administrator

Enclosures

There being no further business to come before this body, upon motion of Mr. Butt, duly seconded and unanimously carried, the meeting was adjourned until the next regular meeting scheduled for May 13, 1970.

E. D. English Chairman

VIRGILIA:

A regular meeting of the Board of Supervisors of Westmoreland County held in the Supervisors Building on May 13, 1970. Present were Gen. D. English, Chairman, Clifford Butt and C. C. Redding, members of the Board, W. W. Suderlin, Executive Secretary, and John P. Beale, Commissioner of Revenue.

The meeting was called to order by the Chairman. Upon motion by Mr. Butt, seconded by Mr. Redding, and unanimously carried, the minutes of the April 8, 1970 meeting were adopted.

A. B. Self, Dog Warden, appeared before the Board and made his monthly report. The Executive Secretary announced a make-up rabies clinic has been scheduled for June 8, 1970, at 10:00 A. M., at Cople Elementary School. He also indicated proper advertisement will take place in the local newspaper.

Mrs. B. B. Murrin appeared before the Board and presented proposed Zoning Ordinance, proposed zoning districts map and related subdivision ordinance revisions on behalf of the Westmoreland County Planning Commission. She urged the Board to consider these documents at their very earliest convenience.

The Board then considered a complaint from Mr. Walter Handley regarding the need for a dredging project in the lower end of Carrionan Bay. Mr. Beale stated that the area in question is buoyed by the U. S. Army Corps of Engineers, which would indicate that they should maintain the channel. The Executive Secretary was directed to contact the U. S. Army Corps of Engineers and request this dredging.

Mr. Louis C. Patherbridge appeared before the Board in connection with request of the Traveler's Rest Civic Association that the Board of Supervisors issue a permit for a fireworks display on July 4th. Mr. Butt moved that this permit be issued. Mr. Redding seconded and the motion was unanimously carried.

The Executive Secretary informed the Board of certain revisions needed in our county vehicle license ordinance to make it compatible with the state vehicle license code. Discussion followed. The Board instructed the Executive Secretary to refer this matter to the Planning Commission, as any changes or revisions to any existing county ordinances must be recommended by that body.

The problem of promiscuous dump locations within the county was again discussed by the Board. The Executive Secretary presented new legislation enacted by the General Assembly of Virginia which permits local governing bodies to pass ordinances making promiscuous dumping by individuals punishable by law. Mr. Butt read this aloud to the Board. Mr. English stated he thinks this county should proceed to enact such an ordinance. Mr. Butt pointed out that if such an ordinance is enacted, it will be the responsibility of this county to provide designated areas for disposing of trash and refuse. The Executive Secretary was then directed to have the Planning Commission consider this matter and make recommendations on the enactment of such an ordinance. The Executive Secretary indicated he will have appropriate signs posted at promiscuous dump locations as soon as possible, and will coordinate cleanup projects with property owners.

The Executive Secretary stated that Mr. T. W. Rhodes, Resident Engineer, Virginia State Highway Department, will be present at the regular June meeting of this Board to discuss the 1970-71 Secondary Roads Budget for Westmoreland County.

The Executive Secretary advised the Board of receipt of deed to Lot 41, Maslover Shores Section, Stratford Harbour Subdivision, conveyed to Westmoreland County by the American Central Corporation. He further stated that this conveyance was for use as a location for a fire station or rescue squad station, or both, and that it could not be used for any other purpose.

The Executive Secretary announced that he will advertise for bids on gasoline and fuel oil contracts for Westmoreland County to be awarded at the June meeting. He also stated he would advertise for sealed bids on the sale of the three out-of-service police cars.

A large delegation of citizens then appeared before the Board in opposition to a proposed sanitary landfill location under option to Westmoreland County on Rt. 850, Montross Magisterial District, in the vicinity of Templeton. Mr. W. Taylor Marple, Jr., attorney for the delegation, addressed himself to the issue, stating his clients' feelings regarding this location. He also read a letter addressed to the Board of Supervisors from Mr. Charles H. Ryland, an adjacent property owner, expressing objection.

Mr. Formin Jenkins appeared before the Board and expressed his objections to the proposed site, further stating that he knew of another location in the vicinity which could possibly be bought for such purpose. He also stated that it would not be objectionable to surrounding residents, since the property is more isolated.

Mr. Foley appeared before the Board and expressed his objections to the proposed site.

STRATFORD HALL

DONOR % AMOUNT

TOTAL CASH	188113.22	
LESS: LAND PROCEEDS	<u>-19701.50</u>	
NET CASH	168411.72	
LESS: EXPENDITURES	<u>-56799.94</u>	
CASH TO DISTRIBUTE	111611.78	
PERCENTAGE	66.27%	
IDENTIFIED	53822.59	35668.23
UNKNOWN	103463.00	68564.93
LORRAINE	2459.43	1629.86
MISC	8666.70	5743.42
TOTAL	<u>168411.72</u>	<u>111606.45</u>
ROUNDING		5.33
		<u>111611.78</u>
LAND PROCEEDS		<u>19701.50</u>
TOTAL REMAINING CASH		<u>131313.28</u>

D. Northern Neck Foundation - Northern Neck Ginger Ale Resolution – Chairman Fisher noted the enclosed Resolution, as it relates to the Northern Neck Ginger Ale, in support of the individuals who have taken on the cause to bring back the beloved ginger ale.

Chairman Fisher asked, after review of the enclosed Resolution, does anyone have any comments or questions and if not we will entertain a motion to approve.

With no further discussion, upon motion made by Woody Hynson, second by Dorothy Dickerson Tate and carried unanimously the Board approved the Resolution in Support of the “Save Northern Neck Ginger Ale” Group Dedicated to Saving a Northern Neck Culture Icon.

**** NEXT PAGE – RESOLUTION ****

DARRYL E. FISHER, CHAIRMAN
ELECTION DISTRICT NO. 1
NAGLE, VIRGINIA 22408

W. W. HYNSON, VICE CHAIRMAN
ELECTION DISTRICT NO. 4
COLONIAL BEACH, VIRGINIA 22443

RUSS CULVER
ELECTION DISTRICT NO. 2
MONTROSS, VIRGINIA 22520

DOROTHY DICKERSON TATE
ELECTION DISTRICT NO. 3
MONTROSS, VIRGINIA 22520

TIMOTHY J. TRIVETT
ELECTION DISTRICT NO. 5
COLONIAL BEACH, VIRGINIA 22443



NORM RISAVI
County Administrator
P. O. BOX 1000
MONTROSS, VIRGINIA 22520-1000
PHONE: 804/693-0130
FAX: 804/693-0134
E-mail: nrisavi@westmoreland-county.org
Web Page: www.westmoreland-county.org

WESTMORELAND COUNTY, VIRGINIA

Board of Supervisors

MONTROSS, VIRGINIA 22520-1000

RESOLUTION

WESTMORELAND COUNTY BOARD OF SUPERVISORS In Support of the "Save Northern Neck Ginger Ale" Group Dedicated to Saving a Northern Neck Culture Icon

WHEREAS, Northern Neck Ginger Ale ("NNKGA") was first produced in 1926 by the Carver Family in Montross, Virginia; and

WHEREAS, Westmoreland County residents have long enjoyed this beverage and regard it as a cultural icon representing the Northern Neck of Virginia and its heritage; and

WHEREAS, this cultural icon is depicted in works of art and is regarded as a tourism draw and unifying symbol of the Northern Neck Community; and

WHEREAS, Coca-Cola opted to discontinue this brand in 2020 and has not entertained seasonal production or the release of the brand for localized production; and

WHEREAS, the "Save Northern Neck Ginger Ale" group has 6,000 active members on Facebook, gathered 2,000 signatures on petitions, and has rallied resources and support to present Coca-Cola with evidence of the demand for the product; and

WHEREAS, the Board of Supervisors of Westmoreland County is committed to preserving history and the effort to restore this cultural icon; and

WHEREAS, the Board of Supervisors of Westmoreland County urges citizens and those who enjoy this iconic beverage to show your support for the "Save Northern Neck Ginger Ale" movement by contacting Coca-Cola to request reinstatement of the beverage or cooperation with the "Save Northern Neck Ginger Ale" Group, writing to your elected officials, and/or signing the petition; and

WHEREAS, the Board of Supervisors of Westmoreland County urges other localities in the Northern Neck and surrounding areas to adopt a similar resolution in recognition of and to attest to the cultural icon status of this beverage.

NOW THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Westmoreland County, Virginia shall advocate, whenever possible, for the return of this iconic beverage.

Adopted this 12th day of December 2022.


Darryl E. Fisher, Chairman
Westmoreland County Board of Supervisors

10. NEW BUSINESS

- A. ARPA Tourism Recovery Program – Tamara Hackett was present and recognized to discuss The (American Rescue Plan Act) Tourism Recovery Program.

Ms. Hackett stated the ARPA funding is to support communities across the country whose economies were hit hard from the COVID-19 pandemic. She stated that COVID-19 has had a continued and devastating impact on Virginia’s tourism and hospitality industry in Virginia. The Tourism Recovery Program was implemented to help rebuild the travel and tourism sector and create a more equitable, competitive, and resilient industry.

Ms. Hackett said that Westmoreland County has been granted \$70k and these funds must be used for tourism marketing and development. She noted that the deadline for the spending plan is 12/31/2022 and the allocation of these funds are in the spending plan provided.

- Westmoreland County: \$35,800.00 (for the tourism website, updated brochures, video and advertising);
- Town of Montross: \$7,000.00 (for information banner, to update current signs and for a new sign;
- Town of Colonial Beach: \$27,000.00 (for Murals and for ADA-accessible equipment)
- Totaling: \$69,800.00

Mr. Risavi added that we are required to submit this before the end of the month and then they approve it and they will notify us and at that time we can move forward. Mr. Risavi also noted that the County worked with both the towns to come up with the plan to submit. He asked for the Board’s approval to submit this to the State.

With no further discussion, upon motion made by Woody Hynson, second by Timothy Trivett and carried unanimously, the Board approved the ARPA spending plan, as presented, and authorized the County Administrator to submit it to the State.

Westmoreland County
American Rescue Plan Act Tourism Recovery Program
11/16/2022

Westmoreland County is an ideal place for businesses, visitors and residents who want to enjoy big-city access in a friendly, small-town setting. We are rich in history, lying between the Potomac and Rappahannock Rivers, Westmoreland offers abundant recreational opportunities along 250 miles of shoreline. The goal to economic recovery is to aid and upgrade tourism affected by the COVID pandemic such as expenses related to promoting new travel messaging, visitor attractions and safety.

Paid Media

The Goin' Ashore feature in the Chesapeake Bay section of the Waterway Guide for Westmoreland County towns/historic sites/villages. An advertisement of businesses, such as, Stratford Hall (Westmoreland County) and a ½ page for 2024 Edition of the Virginia Travel Guide and Waterway Guide. Westmoreland County will be a part of the Video created by Northern Neck Tourism Corporation to help reach more potential tourists. The funding amount for this will be \$28,700.00 and the estimated timeline is August 2023.

Public Relations

The Town of Colonial Beach will provide accessible equipment for the town, such as, wheelchair accessible tables, wheelchair swings, beach mats, ADA sand diggers, and more to attract families and differentiate itself from other locations. The funding amount for this will be \$12,000.00 and the estimated timeline for this will be August 2023.

Marketing Production

The Town of Colonial Beach will have a new mural which is popular among tourists and a great way to beautify the town.

The Town of Montross will have an information banner above the roads throughout the town notifying drivers of markets, centers, and festivals. They will also update the outdated signs to notify tourists of different locations we offer activities and directions. The new signs will notify tourists by using pictures, locations, and descriptions of different historic locations in our County along with two different brochures for informational purposes. The first brochure will feature the area and what he have to offer. The second brochure will feature murals, love signs and possibly wine trails, since these are a popular tourism attraction. Along with brochures, there will be digital and print ad designs and production for the Waterway Guide and Virginia Travel Guide. The funding amount will be \$29,100.00 and the estimated timeframe will be August 2023.

Spending Plan

Westmoreland County:

Product #1: Tourism Website	
Go Daddy: Purchase & Certificate of URL	\$ 100.00
Simple.biz: Design of website and first years fees	\$ 1,200.00
Product #2: Brochures	
Love/Mural	\$ 2,500.00
County	\$ 2,500.00
Product #3: Video	
With NNTC	\$ 8,000.00
Product #4: Advertising	
VA Travel Guide	\$ 12,700.00
Waterway Guide	\$ 8,000.00
Graphic Art Services	\$ 800.00

Town of Montross:

Product #1: Information Banner	
Unknown Vendor	\$ 1,500.00
Product #2: Update to Current Sign	
1717 Sign Design	\$ 2,000.00
Product #3: New Sign	
Pannier Graphics	\$ 3,500.00

Town of Colonial Beach:

Product #1: Murals	
Colonial Beach Artists Guild	\$ 15,000.00
Product #2: Accessible Equipment	
Uline	\$ 1,300.00
AccessRec	\$ 4,000.00
School Outfitters	\$ 1,000.00
School Outfitters	\$ 4,000.00
Allrec	\$ 700.00
School Outfitters	\$ 1,000.00
TOTAL COSTS	\$69,800.00

Westmoreland County

Budget Breakdown - November 2022

Category	Activity	Description	Timeline	Funding Amount
Paid Media	Waterway Guide print & digital advertising	Goin' Ashore feature in Chesapeake Bay section for Westmoreland County towns/historic sites/villages	Jul-23	\$9,200.00
Paid Media	Virginia Travel Guide print advertising	Advertisement of businesses such as Stratford Hall (Westmoreland County)		\$3,500.00
Paid Media	Virginia Travel Guide print advertising	1/2 page for 2024 Edition	Aug-23	\$8,000.00
Paid Media	Video	Westmoreland County being apart of the Video Created by Northern Neck Tourism Corporation to help reach more potential tourists.	Aug-23	\$8,000.00
Public Relations	Accessible Equipment	Town of Colonial Beach to provide accessible equipment for the town such as wheelchair accessible tables, wheelchair swings, beach mats, ADA sand digger, etc. to attract families and differentiate itself from other locations.	Aug-23	12,000.00
Marketing Production	Artist Guild	Town of Colonial Beach mural, its popular amongst tourist and a great way to beautify the town	Aug-23	15,000.00
Marketing Production	Information Banner	Town of Montross info banner above roads through town notifying drivers of markets, centers and festivals	Aug-23	\$1,500.00
Marketing Production	Updating current map/sign	Town of Montross update current outdated sign to notify tourists of different locations we offer for activities and access.	Aug-23	\$2,000.00

Marketing Production	New Sign	Town of Montross new sign to notify tourist by using pictures, locations, and descriptions of different historic locations in our county.	Aug-23	\$3,500.00
Marketing Production	Tourism Website	Purchase of the website & Certificate of URL. Design of the Website and the first years fees	Aug-23	\$1,300.00
Marketing Production	Brochures	Two Brochures. The first brochure to feature the area and what he have to offer. The second brochure to feature murals, love signs and possibly wine trail since these are a popular tourism attractions	Aug-23	\$5,000.00
Marketing Production	Graphic arts services	Digital and print Ad design and production for Waterway Guide and Virginia Travel Guide	Jun-23	\$800.00
			Total:	\$69,800.00

B. Acceptance Abstract of Votes for 11.8.22 – Chairman Fisher asked if there were any questions, if not, he would like to open it up to the Board for a vote.

With no further discussion, upon motion made by Timothy Trivett, second by Dorothy Dickerson Tate and carried unanimously the Board approved the attested/certified Abstract of Votes for the 11.8.22 general and special elections held in Westmoreland County VA.

**** NEXT PAGE – ABSTRACT OF VOTES ****

Westmoreland County Electoral Board

Barry Millward, Chair
David Lorms, Vice-Chair
Kathy Craig, Secretary



Dawn B. Jenkins
Director of Elections
General Registrar

November 21, 2022

Please find enclosed the attested/certified Abstract of Votes for the November 8, 2022 General & Special Elections held in Westmoreland County, VA.

Pursuant to VA Code 24.2-675 the attested Abstract shall be forwarded to the clerk of council, board of supervisors and school board.

Best Regards,

A handwritten signature in black ink, appearing to read "Dawn B. Jenkins".

Dawn B. Jenkins/CGRV
Director of Elections/GR

105 Court Square, PO Box 354
Montross, VA 22520

804-493-8898

ABSTRACT of VOTES

Cast in the Town of COLONIAL BEACH in WESTMORELAND COUNTY, VIRGINIA
at the 2022 November General Election held on November 08, 2022 for,

Member Town Council - Special

District: COLONIAL BEACH

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Vicki Roberson	843
Lisette M. Montalvo	551
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	11
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 08, 2022, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Town Council - Special.

Vicki Roberson

Given under our hands this 14th day of November, 2022



 . Chairman
 . Vice Chairman
 . Secretary
 _____ . Acting Secretary

ABSTRACT of VOTES

Cast in the Town of COLONIAL BEACH in WESTMORELAND COUNTY, VIRGINIA
at the 2022 November General Election held on November 08, 2022 for,

Member Town Council - Colonial Beach

District: COLONIAL BEACH




NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Kenneth E. Allison Jr.	750
David L. Williams	726
Richard Wesley "Rick" Wood	697
Bryon L. "Tree" Mack	598
Charles "Chuck" DiNenna	551
Tony Scisciani, Jr.	243
Anthony "Tony" DeMonti	56
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_Ins = Total Write In Votes]	35
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 08, 2022, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Town Council - Colonial Beach.

1. Kenneth E. Allison Jr.
2. David L. Williams
3. Richard Wesley "Rick" Wood

Given under our hands this 14th day of November, 2022



 , Chairman
 , Vice Chairman
 , Secretary
 _____ , Acting Secretary

ABSTRACT of VOTES

Cast in WESTMORELAND COUNTY, VIRGINIA
at the 2022 November General Election held on November 08, 2022 for,

Member House of Representatives

District: 01

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Rob J. Wittman - Republican	4333
Herbert C. "Herb" Jones Jr. - Democratic	2642
David Bruce Foster - Independent	69
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	9
Total Number of Overvotes for Office	6

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 08, 2022, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member House of Representatives.

Given under our hands this 14th day of NOVEMBER, 2022



[Signature] . Chairman
[Signature] . Vice Chairman
[Signature] . Secretary
_____. Acting Secretary

ABSTRACT of VOTES

Cast in the Town of COLONIAL BEACH in WESTMORELAND COUNTY, VIRGINIA
at the 2022 November General Election held on November 08, 2022 for,

Member School Board - Colonial Beach

District: COLONIAL BEACH

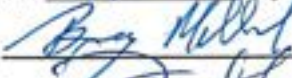


NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Laura Tabler Allison	881
Patrice A. Lyburn	775
Ann M. Ruchty	399
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_Ins = Total Write In Votes]	31
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 08, 2022, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member School Board - Colonial Beach.

1. Laura Tabler Allison
2. Patrice A. Lyburn

Given under our hands this 14th day of November, 2022



 . Chairman
 . Vice Chairman
 . Secretary
 _____ . Acting Secretary

ABSTRACT of VOTES

Cast in the Town of MONTROSS in WESTMORELAND COUNTY, VIRGINIA
at the 2022 November General Election held on November 08, 2022 for,

Member Town Council - Montross

District: MONTROSS

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Carolyn K. Carlson	90
Clinton A. Watson Jr.	87
Aaron L. Hooks	77
Total Write-In votes [From Write-Ins Certifications] [Valid Write-Ins + Invalid Write_ins = Total Write In Votes]	13
Total Number of Overvotes for Office	3

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 08, 2022, do hereby certify that the above is a true and correct Abstract of Votes at the said election and do, therefore, determine and declare that the following person(s) has received the greatest number of votes cast for the Member Town Council - Montross.

1. Carolyn K. Carlson
2. Clinton A. Watson Jr.
3. Aaron L. Hooks

Given under our hands this 14th day of NOVEMBER, 2022



[Signature] , Chairman
[Signature] , Vice Chairman
[Signature] , Secretary
_____, Acting Secretary

- C. Appointment Board of Building Appeals – Replacement for Steve Warner on the Board of Building Appeals; Mr. Trivett noted he would come back to the Board in January with a recommendation.

11. COUNTY ADMINISTRATOR'S COMMENTS

Mr. Risavi stated that the County received notice from the Department of Environmental Quality that they have approved our loan authorization up to \$800,000 @ Program Rate, up to 25 years for the Coles Point Sludge Drying Bed Project. Mr. Risavi stated there will be additional meetings to go over details and submit the engineering documentation for that.

Mr. Risavi reported that the work on the Cabin Point Beach is completed and there is a DEQ inspection scheduled for Wednesday and assume this project will be wrapped up and the Association has some pictures they would like to present at the next Board meeting to show you the work has been completed and what it looks like.

Mr. Risavi is working with Resource International regarding two ARPA programs at DEQ for sewer line extensions and lateral connections that are due this Thursday. Mr. Risavi stated a few years ago there were a number of residents on Mount Holly Road passed the fire station and he has asked Resource International to put together the cost for that extension and see if we meet the requirements. This program pays for 100% of the extension but the application is due this Thursday. Mr. Risavi asked for the Board to authorize him to submit this application to DEQ for this program

With no further discussion, upon motion made by Russ Culver, second by Timothy Trivett and carried unanimously the Board authorizes the County Administration to submit the application for the DEQ program to extend the sewer line on Mount Holly Road.



Commonwealth of Virginia

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

1111 E. Main Street, Suite 1400, Richmond, Virginia 23219

P.O. Box 1105, Richmond, Virginia 23218

(800) 592-5482 FAX (804) 698-4178

www.deq.virginia.gov

Travis A. Vaytes
Acting Secretary of Natural and Historic Resources

Michael S. Rolland, PE, PWD, PWS Emeritus
Director
(804) 698-4020

December 1, 2022

Mr. Norm Risavi
Westmoreland County
111 Polk Street
Montross, VA 22520
Email: nrisavi@westmoreland-county.org

Re: Virginia Clean Water Revolving Loan Fund Program – Loan Authorization
FY 2023 – Westmoreland County – C-515810
Coles Point Sludge Drying Bed Project

Dear Mr. Risavi:

I am pleased to inform you that the State Water Control Board, at its meeting November 29, 2022, authorized a loan for the referenced project from the Virginia Clean Water Revolving Loan Fund (VCWRLF). The authorization is contingent upon receipt of a favorable financial report and recommendation from the Virginia Resources Authority (VRA) and your compliance with all program requirements. The loan amount and interest rate for your project, as established by the Board, are:

C-515810 - \$800,000 @ Program Rate, up to 25 years

Please note the VCWRLF identifier number as referenced C-515810 is the VCWRLF number assigned to your loan project. This number should be used on all correspondence and documents associated with the loan project. The Project Manager (PM) assigned to your loan project is Joseph Battiata located in the DEQ Piedmont Regional Office and he can be reached at (804) 929-4157 or Joseph.Battiata@deq.virginia.gov. The Project Officer (PO) is Darian Morgan and he can be reached at (804) 658-6059 or Darian.Morgan@deq.virginia.gov.

We look forward to working with you on this project. Please do not hesitate to contact me at (804) 836-5912 or karen.doran@deq.virginia.gov if you have any questions or need assistance.

Sincerely,

Karen M. Doran, Program Manager
Clean Water Financing & Assistance Program

cc: Joe Bergeron – Virginia Resources Authority
Joseph Battiata – DEQ/PRO – Project Manager
Darian Morgan – DEQ/CO – Project Officer

PUBLIC COMMENT PERIOD

Chairman Fisher explained the procedure for addressing the Board during public comment period is that this is just that a public comment period and not a question and answer period. When you come up to the podium you should have something to state to the Board that you want us to recognize, acknowledge or take some future action on, that is the intent of this time. Individuals are provided no longer than three (3) minutes to make that presentation. If your presentation includes a question, it is the prerogative of the Chairman to address that question now or at a later time or refer you to another agency. Chairman then asked if anyone would like to speak to please come to the podium and state your name and begin your 3 minutes.

James Hall, Colonial Beach – Mr. Hall is the kayaker noted in the newspaper who discovered the dump site. Mr. Hall described the area that was discussed earlier as a true dump site and he would encouraged the Board to make sure this area is cleaned up.

Mike Mills, Oak Grove – Mr. Mills voiced his opinion before but would like to state again that the Chairman position should be rotated between Board members. If no one else wants to do it he thinks they should reassess being on the Board and he would like a call as to why rotating the Chairman position is a good idea or bad idea.

Jimmy Knolls, Ebb Tide – Stated he was an Administrator of Colonial Beach Moose lodge about ten (10) years ago and he is familiar with the dump site. At one point, the area was going to be dredged but the Moose Lodge declined to allow that to happen. He had concerns with people coming on the Moose Lodge property to dig for different things and the Moose Lodge finally passed a resolution to stop people from coming on their land.

Larry Hinson, District 3 – He thanked the Board for passing the Northern Neck Ginger Ale Resolution. He asked why Coles Point got a fire station but Stratford Hall couldn't get one. Mr. Risavi stated there was a MOU for each of the fire departments, the ones at Coles Point and Mount Holly raised sufficient money to build and supply the stations and, for some reason, that did not occur with Stratford Hall. He then asked for an update on Chandler Mill Pond. Mr. Stuart said there is no further information at this time. Mr. Hinson then had a question regarding taxes. He noted his taxes increased, his used vehicle he is paying \$40 extra and \$18 on trailers. He asked if we can we cut that in half. Mr. Risavi asked him to repeat that because it doesn't sound accurate. Mr. Hinson said it is a fee. Mr. Risavi stated it is a licensing fee which the County did away with the decal and decal fee because everyone complained, so the County went to the licensing fee because that is what everyone wanted. Mr. Risavi said it equals the amount the State charged and the State reduced it and allowed us to leave it in place because

all that money goes to support the schools. So if you want it reduced, you tell us what you want to reduce in the schools budget. Mr. Hinson asked to change the payment schedule because people don't know they can pay ahead of time. Mr. Risavi stated that people know they can pay ahead of time because he receives a report with prepaid taxes listed. We can go to twice pay a year but it will cost the County about \$100,000.00 per year.

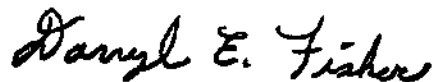
Andre Francis – He has three (3) questions for Resource International regarding sampling: (1) how many samples were taken; (2) over what time period were the samples taken; and, (3) did we control for weather conditions when taking samples. Mr. Anstine stated there were five (5) samples take around the area; all were taken the same day; and during high tide.

There being no further public comments, Chairman Fisher closed the public comment period and thanked the public that was in attendance.

Chairman Fisher stated that it has been a joy and a privilege to work with everyone and to serve the people of Westmoreland County and he appreciate everyone.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion by Woody Hynson and second by Dorothy Dickerson Tate and carried unanimously, the Board adjourned the meeting at approximately 7:44 p.m. The Board's next regular meeting will be held on Monday, January 9, 2023 at 6:00 p.m. The meeting will be held in the public meeting room at the front entrance of the George D. English, Sr. Memorial Building.



Chairman, _____