

A regular meeting of the Westmoreland County Board of Supervisors was held Monday, February 12, 2024, 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, W. W. Hynson, Jeffrey McCormack, Matthew Ingram and Timothy J. Trivett. Also present were Ben Prescott, County Administrator, Donna Cogswell, Assistant County Administrator and Debra Whaley, Finance Director.

1. CALL TO ORDER:

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

Chairman turned the meeting over Supervisor Jeff McCormack as he read the Resolution for his outstanding service in Westmoreland County for 60 years. After Mr. McCormack read the Resolution the Supervisor's joined Mr. Sydnor for pictures and congratulations. Mr. Sydnor then made a few remarks, including thanking everyone for supporting and loving him over his 60-year career.

A Motion was made by Mr. McCormack, second by Mr. Trivett and carried unanimously the Board of Supervisors adopted the Resolution in Recognition of Service by Mr. Sydnor on this 12<sup>th</sup> day of February, 2024.

**\*\* RESOLUTION – NEXT PAGE \*\***

DARRYL E. FISHER  
ELECTION DISTRICT NO. 1  
HAGUE, VIRGINIA 22469

JEFFREY A. MCCORMACK  
ELECTION DISTRICT NO. 2  
MONTROSS, VIRGINIA 22520

MATTHEW D. INGRAM  
ELECTION DISTRICT NO. 3  
MONTROSS, VIRGINIA 22520

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

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



W. BENJAMIN PRESCOTT  
County Administrator  
P. O. BOX 1000  
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WESTMORELAND COUNTY, VIRGINIA

*Board of Supervisors*

MONTROSS, VIRGINIA 22520-1000

**RESOLUTION**  
**IN RECOGNITION OF SERVICE**



**WHEREAS**, Mr. Billy Sydnor, a lifelong resident of Westmoreland County has faithfully served the citizens in numerous capacities for many years; and

**WHEREAS**, Mr. Sydnor grew up in the small community of Templeman's Crossroads and attended Washington & Lee High School; and

**WHEREAS**, his desire to be of service to his neighbors and community inspired him to join the Westmoreland Volunteer Fire Department where he has served the citizens for a remarkable 60 years; and

**WHEREAS**, throughout his 60 year career, Mr. Sydnor has played a vital role in protecting and safe guarding his fellow neighbors while responding to emergency calls, as well as, providing fire prevention information to all County residents.

**NOW, THEREFORE, BE IT RESOLVED** in honor of Mr. Sydnor's distinguished 60 years of service, the Board of Supervisors of Westmoreland County hereby recognize his outstanding commitment and dedication to the citizens of Westmoreland County and ask that his service become part of the minutes this 12<sup>th</sup> day of February 2024.

W. W. Hynson, Chairman  
Board of Supervisors  
Westmoreland County

## 2. CONSENT AGENDA:

- a) Approval of/Amendment to Board Agenda: Chairman Hynson asked if anyone had any changes or comments to the agenda, if not, he asked for a Motion to approve the agenda. With no discussion, upon motion by Mr. Trivett, second by Mr. McCormack and carried unanimously the Board approved the agenda for tonight's meeting.
- b) Approval of Board Minutes: Chairman Hynson noted that everyone should have received a copy of the minutes for December 11, 2023 and January 8, 2024. He then stated if there are no objections both will be approved together. Mr. Trivett pointed out the new members were not at the December 2023 meeting and therefore could not approve those minutes. With that said, Chairman Hynson asked if there are any other questions, errors or omissions, if not, he asked for a motion to approve each date separately. Upon motion by Mr. Fisher, second Mr. Trivett and carried unanimously, the Board approved the minutes for December 11, 2023 meeting. Upon motion by Mr. McCormack, second Mr. Trivett and carried unanimously the Board approved the minutes for the January 8, 2024 meeting.
- c) Approval of Accounts Payable & Payroll Register: Chairman stated all members should have received the Accounts Payable and Payroll Register for January 2024. He then asked if there are any questions or comments; if not, he asked for a motion to approve. With no further discussion, upon motion by Mr. McCormack, and second by Mr. Fisher and carried unanimously with Mr. McCormack, Mr. Ingram, Mr. Fisher, Mr. Trivett and Chairman Hynson voting "aye", the Board approves the Accounts Payable and Payroll Register for January 2024.
- d) Appropriations Increase/Decrease Requests:
  - i. Appropriation Westmoreland County Schools: Dr. Perry, Superintendent was present to discuss the funds for the school track resurfacing and security equipment for the high school that will come from the general fund. This has been approved by the school board. The Chairman asked if there are any

questions or comments; if not, he asked for a motion to approve. With no further discussion, upon motion by Mr. McCormack, and second by Mr. Fisher and carried unanimously with Jeff McCormack, Matt Ingram, Darryl Fisher, Tim Trivett and Chairman Hynson voting "aye", the Board approves the appropriation from the School in the amount of \$654,500.00 for the track resurfacing and security equipment, as presented.

- ii. Appropriation for Additional Police Vehicles: Sheriff Balderson was present to ask the Board for five (5) additional vehicles at 2024 prices. After these particular vehicles are gone, the pricing will no longer be available and the vehicles will then be significantly more. If approved, these five (5) vehicles at 2024 pricing would save the County approximately \$30,000.00. Chairman Hynson asked if there are any comments or questions. Mr. McCormack stated there has been no opportunity to fully discuss and asked if it is possible to table this until next month. Sheriff noted he cannot guarantee these vehicles, at this price would still be available and we need to move quickly. Mr. McCormack then asked if there are any spare vehicles in the fleet. Sheriff stated there are a total of twenty-five (25) vehicles with three (3) spare vehicles but every year there are some vehicles that are included in the budget to replace the older cars. Mr. Ingram asked if this quote includes outfitting or is it just a shell. Sheriff noted these are shells and some equipment would be recycled from the older vehicles that are retired but to completely outfit five (5) vehicles it would cost approximately \$40,000. Mr. Fisher stated we need to ensure that there are no broken-down vehicles again and if we can save money we need to do it and rotate vehicles to prevent relying on older ones with high mileage. Mr. Trivett stated he remembers when EMS needed the rescue squads and the Board approved to purchase two (2) because of the delay and pricing. He noted he would support purchase 5 or 10 if the County can afford it to save money. Mr. Fisher asked the County Administrator if this

would come from FY23-24 or FY 24-25? Mr. Prescott stated it would be appropriated now but would come out of the Sheriff's FY24-25 budget; and he also stated this would save money over the next two fiscal years depending on the number of vehicles approved.

After extensive discussion, it was agreed to make a motion on the purchase of five (5) vehicles tonight and add this matter to the March work session to discuss the possible purchase of an additional five (5) vehicles.

With no further discussion, upon motion by Mr. Fisher to authorize the Sheriff to purchase five (5) vehicles totaling \$196,145.50, second Mr. Ingram and carried unanimously with Mr. McCormack, Mr. Ingram, Mr. Fisher, Mr. Trivett and Chairman Hynson voting "aye", the Board approves the purchase of five (5) police vehicles in the amount of \$196,145.50.

### 3. STAFF/COMMITTEES/ORGANIZATION REPORTS AND PRESENTATIONS

#### a) VDOT:

- i. Monthly Report: Mr. Beal was present to discuss the monthly report. After his presentation he asked the Board if anyone had any questions or comments. With no comments, Mr. Beal went to the next topic.

**\*\* MONTHLY REPORT – NEXT PAGE \*\***



Westmoreland County Board of Supervisors  
February 2024 VDOT Report

**Maintenance Activity Highlights**

Completed:

- Ditch cleaning (Drum Bay Rd, Charles Way, Thorton Rd, Blackbeard Pond Rd)
- Shoulder repairs (Rt 3)
- Grade gravel roads (ongoing)
- Patch potholes countywide
- Storm response
- Sign maintenance countywide
- Address work orders countywide

Upcoming:

- Ditch cleaning (Sandy Point, Leedstown, New Monrovia Rd)
- Grade gravel roads countywide
- Pothole patching countywide
- Address work orders countywide
- Pipe replacements (Nomini Hall Rd (2))
- Address work orders countywide

**Pavement Schedule**

Plant Mix

Rt 3 (beginning of 4-lane to Richmond county line)  
Rt 3 WB (4-lane divided section)  
Rt 205 (Cedar Hill Rd to KG county line)  
Rt 622 Polk St/Pomona Rd (Rt 3 to Wild Sally Rd)

Surface Treatment

Kinsale Bridge Rd	Resolutions Rd	Ebb Tide Dr	Harbor View Cir
Tobacco Rd	Wilson Dr	Chatham Ln	Poor Jack Rd
Trigger Ln	Springview Rd	Willis Pl	Pretty Pt Rd
Creek View Ln	Plainview Rd	Marina Dr	Buckner Cr Rd
Oyster House Rd	Buena Vista Dr	Falls Hill Rd	Emmas Dr
Brodfield Rd	Wise Pl	Darl Cir	Colonial Cir
Estates Dr	Oak Grove Rd	Springfield Beach Rd	
Placid Bay Estates	Ebb Tide Estates	Potomac Shores	

**Construction Projects**

SSYP:

Rt 735 Grannys Bar Rd; **Under Construction** Rt 652 Charles Way; Summer 2024  
Rt 685 Ashbury Rd; Summer 2025

HSIP:

Rt 202 paved shoulder (Rt 3 to Nomini Creek Bridge); 2025 Construction  
Rt 3 paved shoulder (County line to Oak Grove); 2025 Construction

Revenue Sharing:

Deux Rue; Summer 2024  
Hickory Ln; Summer 2025  
Woodmount Dr; Summer 2025  
Lakeview Ln; Summer 2026

Holly Way Ph III; Summer 2024  
Birch Ln; Summer 2025  
Pinewood Ln; Summer 2025

Bridge:

Rt. 621 at Tidwells Marsh (replacement); ***Under Construction (2/29/2024 Completion)***  
UPC 123364 Rt. 205 over Branch of Rosier Creek; Scour Repair; 2/2024 Ad  
UPC 121539 Rt. 658 over Monroe Creek; Summer 2024

Contacts:

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

David L. Beale, P.E.  
Resident Engineer  
(804) 333-7941  
[david.beale@vdot.virginia.gov](mailto:david.beale@vdot.virginia.gov)

Carter White  
Assistant Residency Administrator  
(804) 333-7942  
[carter.white@vdot.virginia.gov](mailto:carter.white@vdot.virginia.gov)

Ronnie Crabbe Jr.  
Hague Area Headquarters Superintendent  
(804) 695-6730

- ii. Westmoreland Shores/Undeveloped Roads: Mr. Beal explained that gravel, dirt or sand roads are not accepted into the VDOT system. Before roads can enter into the system they must be up to State standards. There are ways, once roads are up to the VDOT standard, they can come into the VDOT system; one is revenue sharing which is a 50/50 match, but the option in most cases is it would be up to the HOA to bring the roads up to standards and then enter them into the system which takes several years to complete.
- b) Town of Colonial Beach: Natasha Tucker, Town Manager was present to discuss events in the town.
- Proclamation in support of Black History Month;
  - She attended the VACo Government Day in Richmond VA on February 1<sup>st</sup>;
  - Feb 10<sup>th</sup> Downtown Mardi Gras Event, including parade and live music;
  - Offices are closed Monday, February 17<sup>th</sup>;
  - February 24<sup>th</sup> Special Screening of the Biggest Little Fish You've Ever Seen; and
  - February 26<sup>th</sup> Special Meeting 4:00pm to discuss the WWTP updates.

No questions at this time.

- c) Town of Montross: No one was in attendance
- d) EMS Billing Resolution: Chief Blake Byrd was in attendance to discuss the proposed billing. He is asking for the Board to approve advertisement of public hearing at the March meeting and to answer any questions. Chief Byrd mentioned that other County's have already approved the recommended adjustments. Mr. Ingram asked what the rate increase is. Chief Byrd stated the increase is 20% and the last increase was in 2020.

With no further discussion, upon motion by Mr. Fisher, and second by Mr. Ingram and carried unanimously with Mr. McCormack, Mr. Ingram, Mr. Fisher, Mr. Trivett and Chairman Hynson voting "aye", the Board approves EMS to move forward with advertising the revised EMS Billing Rates to be heard at the March meeting.



**2023 CURRENT AGENCY RATES**

<b>Agency</b>	<b>ALS</b>	<b>BLS</b>	<b>ALS2</b>	<b>Mileage</b>	<b>Last Update</b>
<b>Lancaster</b>	<b>\$600</b>	<b>\$500</b>	<b>\$750</b>	<b>\$15</b>	<b>1/2022</b>
<b>Northumberland</b>	<b>\$650</b>	<b>\$500</b>	<b>\$750</b>	<b>\$15</b>	<b>4/2016</b>
<b>Richmond</b>	<b>\$650</b>	<b>\$500</b>	<b>\$750</b>	<b>\$14</b>	<b>7/2022</b>
<b>Essex</b>	<b>\$600</b>	<b>\$500</b>	<b>\$700</b>	<b>\$14</b>	<b>8/2016</b>
<b>Westmoreland</b>	<b>\$750</b>	<b>\$600</b>	<b>\$850</b>	<b>\$16</b>	<b>7/2020</b>

**Proposed Increased EMS Rates for 2024:**

**BLS: \$720**

**ALS: \$900**

**ALS 2: \$1020**

**Milage: \$20**

**Increase hardship by \$5000 in each category:**

<u>Income</u>	<u>Exemption</u>
Less than 25,000	100%
25,000-35,000	75%
35,000-45,000	50%
45,000-55,000	25%
55,000 and above	0%

#### 4. COMMUNITY DEVELOPMENT

##### a) Land Use:

- i. Road Name Change Petition to Rename Private Rights-Of-Way Off of Parham Point Road – Darrin Lee was present to discuss the renaming of this road. He reviewed the attached Staff Memo which recommended the change. Chairman asked if there are any questions or comments; if not, he asked for a motion. With no further discussion, upon motion by Mr. McCormack, and second by Mr. Fisher and carried unanimously with Mr. McCormack, Mr. Ingram, Mr. Fisher, Mr. Trivett and Chairman Hynson voting “aye”, the Board approves the Road Name Change Off Parham Point Road, as presented.

**\*\* STAFF REPORT – NEXT PAGE \*\***



**Westmoreland County, Virginia  
LAND USE ADMINISTRATION**

Building Official  
Zoning Official  
Planning Commission  
Board of Zoning Appeals  
Board of Building Appeals  
Wetlands Board

P.O. Box 1000

Montross, VA 22520

(804) 493-0120

**MEMORANDUM**

**To:** Westmoreland County Board of Supervisors  
**From:** Darrin Lee, Land Use Administration  
**Date:** January 26<sup>th</sup>, 2024  
**Subject:** Petition to rename private rights-of-way off of Parham Point Road

A petition to rename existing private rights-of-way has been submitted for your consideration. The private rights-of-way are currently named Lee Point Road and Lee Point Court. The request is to change the names to Horizon Drive and Sunrise Lane. This rights-of-way are located in the Lee Point Subdivision. They intersect with Parham Point Road. The rights-of-way were originally named Lee Point Road and Lee Point Court in a 1988 plat. The main issue is that both rights of way being named Lee Point is a duplicate in the addressing system and different suffixes do not resolve the conflict. There are also similar sounding road names that currently exist in the county that could cause conflicts such as Lee Street and Lee Circle Street. Board of Supervisors approval is needed to rename the rights-of-way.

A permit has been issued for a new dwelling at this location. There are no other dwellings or pending permits for construction on this road. An emergency 911 address has not been assigned to the property (Tax Map 38-3-4) at this time.

**Attachments:**

Aerial photo of road and surrounding area  
DRAFT resolution for the renaming of a certain right-of-way  
County Code section 42-32 and related sections  
1988 Plat (Matthews, Wheatley and Allison)



**A RESOLUTION ASSIGNING A NAME TO A CERTAIN RIGHT-OF-WAY**

**WHEREAS**, the Board of Supervisors adopted a process for assigning names to roads and streets within Westmoreland County by Resolution on September 11, 1995; and

**WHEREAS**, the Land Use Administrator has presented the naming of a certain right-of-way to this Board in accordance with that Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Westmoreland County Board of Supervisors that the following right-of-way shall have the following name and is to be listed in the Westmoreland County Road Name Index:

<u>Location</u>	<u>Current Road Name</u>	<u>New Road Name</u>
Off of Private Right-of-Way	Lee Point Court	Horizon Drive

February 12 2024  
Date of Adoption

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W. W. Hynson, Chairman  
Board of Supervisors  
Westmoreland County

**A RESOLUTION ASSIGNING A NAME TO A CERTAIN RIGHT-OF-WAY**

**WHEREAS**, the Board of Supervisors adopted a process for assigning names to roads and streets within Westmoreland County by Resolution on September 11, 1995; and

**WHEREAS**, the Land Use Administrator has presented the naming of a certain right-of-way to this Board in accordance with that Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Westmoreland County Board of Supervisors that the following right-of-way shall have the following name and is to be listed in the Westmoreland County Road Name Index:

<u>Location</u>	<u>Current Road Name</u>	<u>New Road Name</u>
Off of Parham Point Road (State Route 660)	Lee Point Road	Sunrise Lane

February 12, 2024  
Date of Adoption

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W. W. Hynson, Chairman  
Board of Supervisors  
Westmoreland County

- ii. Road Name Change Petition to Rename Private Road in Placid Bay Estates – Cedar Lane. Beth McDowell was present to discuss the renaming of this road. She reviewed the attached Staff Memo which recommended the change. Chairman asked if there are any questions or comments; if not, he asked for a motion. With no further discussion, upon motion by Mr. McCormack, and second by Mr. Trivett and carried unanimously with Mr. McCormack, Mr. Ingram, Mr. Fisher, Mr. Trivett and Chairman Hynson voting “aye”, the Board approves the Road Name Change in Placid Bay Estates – Cedar Lane, as presented.

**\*\* STAFF REPORT – NEXT PAGE \*\***





**Westmoreland County, Virginia  
LAND USE ADMINISTRATION**

Building Official  
Zoning Official  
Planning Commission  
Board of Zoning Appeals  
Board of Building Appeals  
Westside Board

P.O. Box 1000

Montross, VA 22620

(804) 439-0120

**MEMORANDUM**

**To:** Westmoreland County Board of Supervisors  
**From:** Beth McDowell, Land Use Administration, *Planning Director*  
**Date:** January 21, 2024  
**Subject:** Petition to rename private road in Placid Bay Estates – Cedar Lane

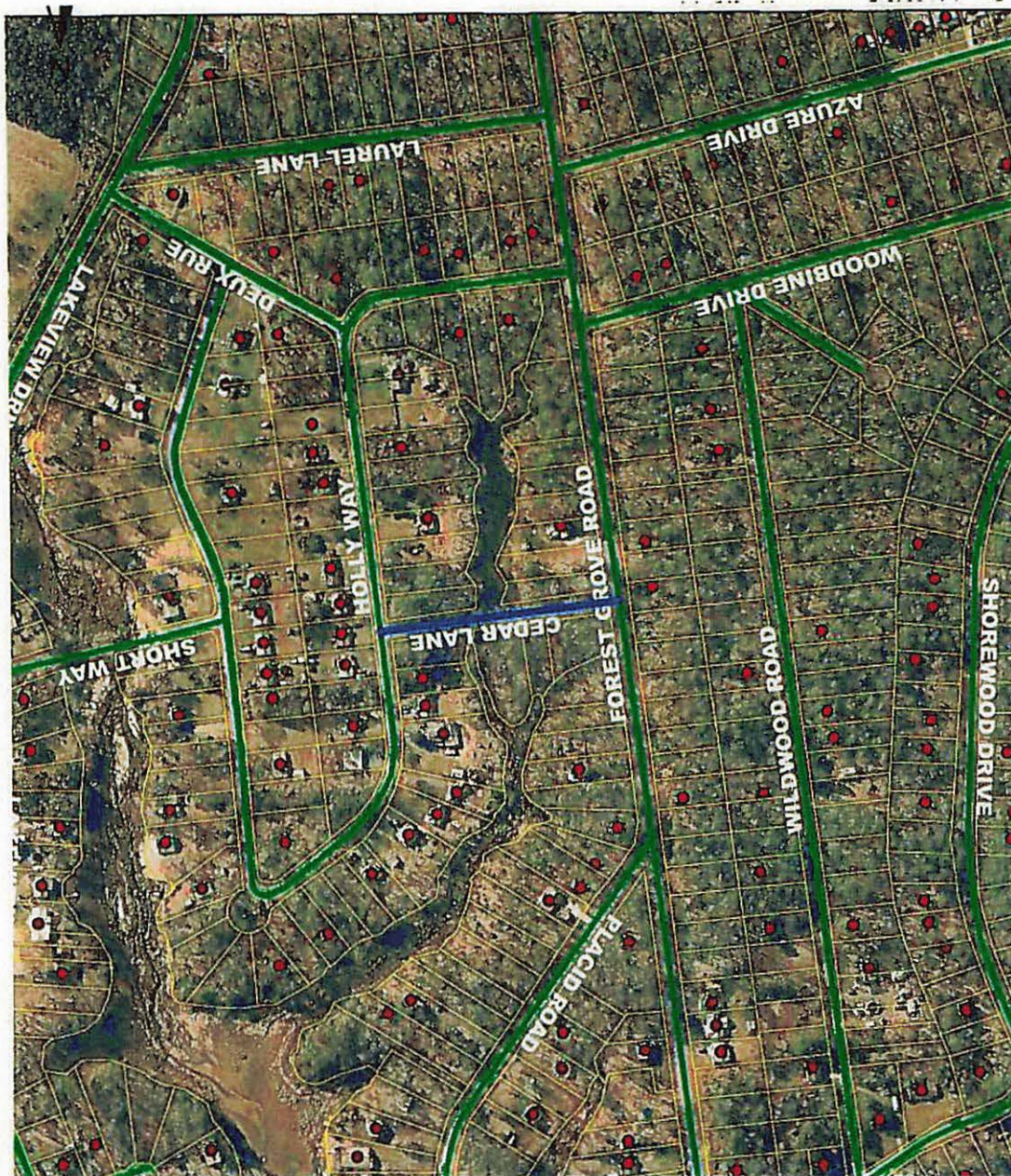
Best practices for E911 addressing do not allow duplicate road names within a locality as they cause confusion for emergency response, deliveries, etc. The County has recognized that there are two separate rights-of-way that were originally platted with the name "Cedar Lane," both in the greater Colonial Beach area. The name of one of these roads needs to be changed, which requires a public hearing and a resolution adopted by the Board of Supervisors.

One of the roads named Cedar Lane extends through Westmoreland Shores and Potomac Shores subdivisions, with approximately 36 existing address points (including the north and south branches). The second Cedar Lane is a private road in Placid Bay Estates subdivision, running 0.10 miles between Forest Grove Road and Holly Way. This second road doesn't yet have any addresses assigned, making it the simpler choice for renaming. There are currently two new homes under construction on the two lots that front directly and solely on this Cedar Lane. In addition, there are also four corner lots that share a side with one of the adjoining streets.

The landowners of the two lots under construction have submitted a petition requesting the name "Magnolia Boulevard," in keeping with the tree-related theme of the nearby streets.

**Attachments:**

Aerial photo of road and surrounding area  
DRAFT resolution assigning a name  
Placid Bay Estates plats showing Cedar Lane  
County Code section 42-33 and related sections



Building Official  
Planning Commission  
Board of Zoning Appeals  
Board of Building Appeals  
Residents Board



Land Use Administration  
WESTMORELAND COUNTY, VIRGINIA  
MONTICELLO, VIRGINIA 22128

P. O. Box 1000  
Monticello, Virginia 22128  
Phone: (804) 483-0121  
Fax: (804) 483-0604



**A RESOLUTION ASSIGNING A NAME TO A CERTAIN RIGHT-OF-WAY**

**WHEREAS**, the Board of Supervisors adopted a process for assigning names to roads and streets within Westmoreland County by Resolution on September 11, 1995; and

**WHEREAS**, a certain right-of-way has been identified as having a duplicate road name within the County; and

**WHEREAS**, the Land Use Administrator has presented the naming of a certain right-of-way to this Board in accordance with that process; and

**NOW, THEREFORE, BE IT RESOLVED** by the Westmoreland County Board of Supervisors that the following right-of-way shall have the following name and is to be listed in the Westmoreland County Road Name Index:

<u>Location</u>	<u>Current Road Name</u>	<u>New Road Name</u>
Between Forest Grove Road And Holly Way in Placid Bay Estates subdivision, Washington Magisterial District	Cedar Lane	Magnolia Boulevard

February 12, 2024  
Date

\_\_\_\_\_  
W. W. Hynson, Chairman  
Board of Supervisors  
Westmoreland County

iii. Situational Summary of Right-of-Way on Mary Washington Avenue and Petition to Abandon Road Extension Adjacent to 3510 Skipjack Road. Kelly DeJesus was present to discuss this matter. She stated from historical records the County owns this small right of way and the question is whether to leave as is, abandon property (if yes, consider what can legally be done with property). It could be blocked off and notice posted or it could be sold. Ms. DeJesus explained the topography of the property and the problems that have occurred over the last several years. She asked the Board to consider this matter and would ask the Board to approve the Land Use department to advertise for public hearing at the next regular Board Meeting.

Chairman asked if there were any comments or discussion? Mr. Fisher stated this has been an issue for 32 years and needs to be solved. This has become a nuisance over time and would like to move forward with abandonment and possible sale of the property. Mr. McCormack noted he drove down to the area and notice a significant amount of trash, some which he could not mention because of the type it was. He also noticed one neighbor had build a privacy fence and he would agree to abandon and possibly sell to neighbors.

With no further discussion, upon motion by Mr. McCormack, and second by Mr. Fisher and carried unanimously, the Board authorizes Land Use to advertise this matter for public hearing regarding abandonment after additional discussion at the February Work Session.

**\*\* STAFF REPORT – NEXT PAGE \*\***





Westmoreland County, Virginia  
**LAND USE ADMINISTRATION**  
PO Box 1000  
Montross, VA 22520  
804-493-0120

Building Official  
Zoning Official  
Planning Commission  
Board of Zoning Appeals  
Board of Building Appeals  
Wetlands Board

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## Memorandum

**To:** Westmoreland County, VA Board of Supervisors  
**From:** Kelly V. De Jesus  
**Date:** January 29, 2024  
**Subject:** Situational Summary of a 43'- wide Right-of-Way (ROW), "Mary Washington Avenue"

The land in question is in the Sandy Point Neck area of Kinsale, at the terminus of Sandy Point Road (SR #604) and wedged between Skipjack Road (SR #610) and the Potomac River.

Pursuant to §33.2-917 of the Code of Virginia, a "Petition to Abandon Road Extension adjacent to 3510 Skipjack Road, Kinsale, VA," drafted by Bryan S. Peoples, Esquire, representing Ms. Laura Lawler-Beck and Ms. Anna Lawler-Beck, was submitted to and received by Westmoreland County in September of 2023. The report accurately describes the property's ownership, use, and conditions.

Ownership: Among deeds, and other references, the attached plats offer quick visuals which show the existence of the public right-of-way and supplement the deeds provided by Mr. Peoples. The "Revised Map of 'Villa Sites'" recorded in 1940, depicts this subdivision as having been platted to the south of Mary Washington Avenue. The "Map of Sandy Point Beach," recorded in 1941, illustrates the subdivision as being to the north of the same. When Villa Sites was replatted, the associated deed calls Mary Washington Avenue a "public lane and road," juxtaposed to a "community" lane or road (DB 97/PG 537; Lines 19-20).

Use: According to signs erected by Westmoreland County, there is to be no loitering from sunset to sun down. Launching boats and littering are strictly prohibited at all times. There are no available lots within the vicinity on which the County could construct a public parking facility. The roads within close proximity are for residential use and narrow enough to inhibit

accessibility if used for on-street parking. To summarize, while the right-of-way is publically owned, there appears to be no *established* or *practical* use for this site.

**Conditions:** Over the past several years, the area has attracted individuals, who use it after sundown, loiter, launch boats, and other uses expressly prohibited by the county. Upon inspection at various times over the past year, staff observed large quantities of trash, to include empty alcohol bottles. The consumption of the contents was presumably a prelude to the drive home.

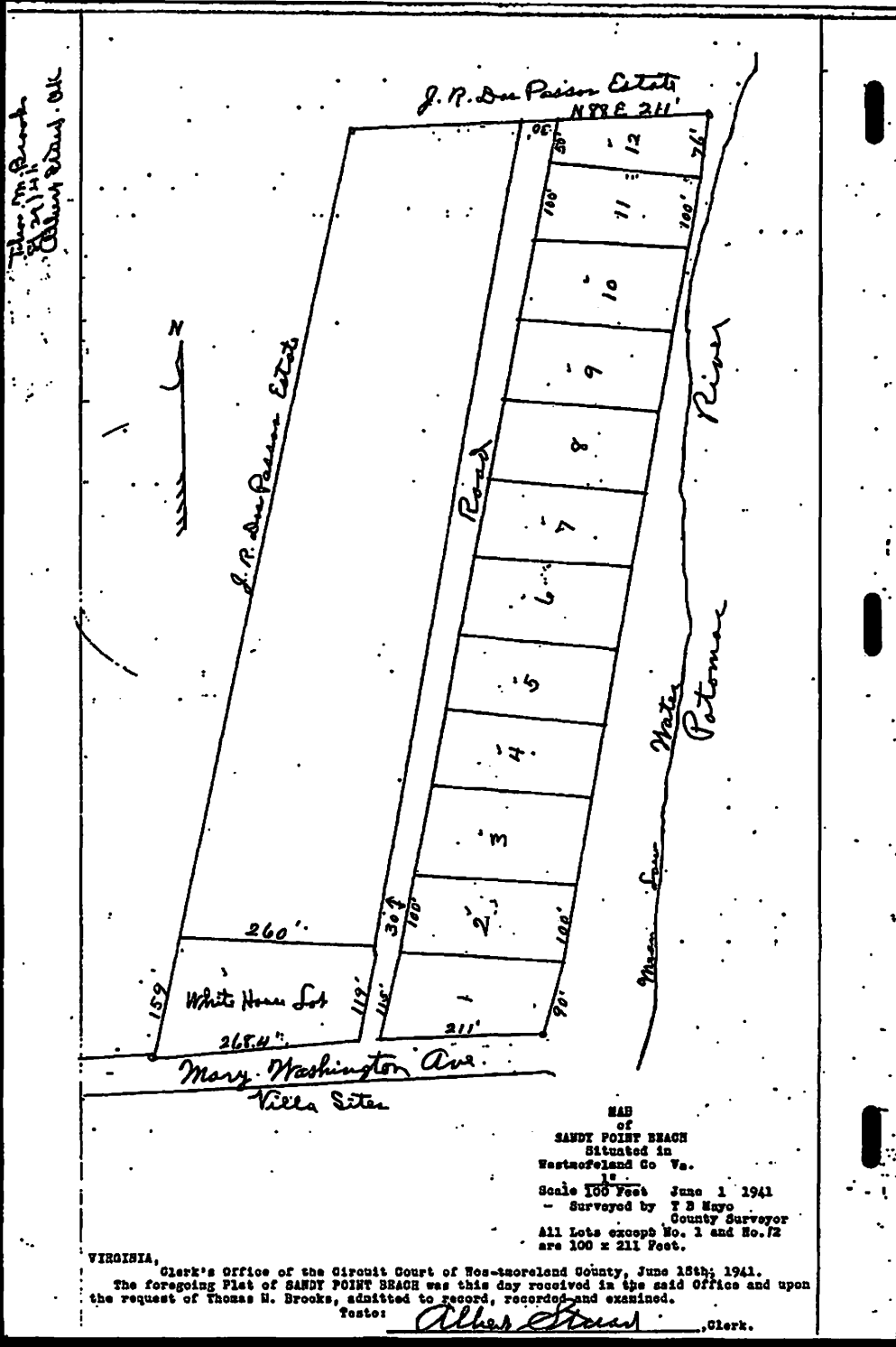
Furthermore, the neighboring properties are served by a largely unfettered drainage system whose ditches flank the unimproved path. Scouring along these ditches is evident, and the channels, growing ever-deeper and having an increased velocity, are flushing the trash straight into the Potomac River. The highest concentration of debris is where the drainage ditch connects to the beach.

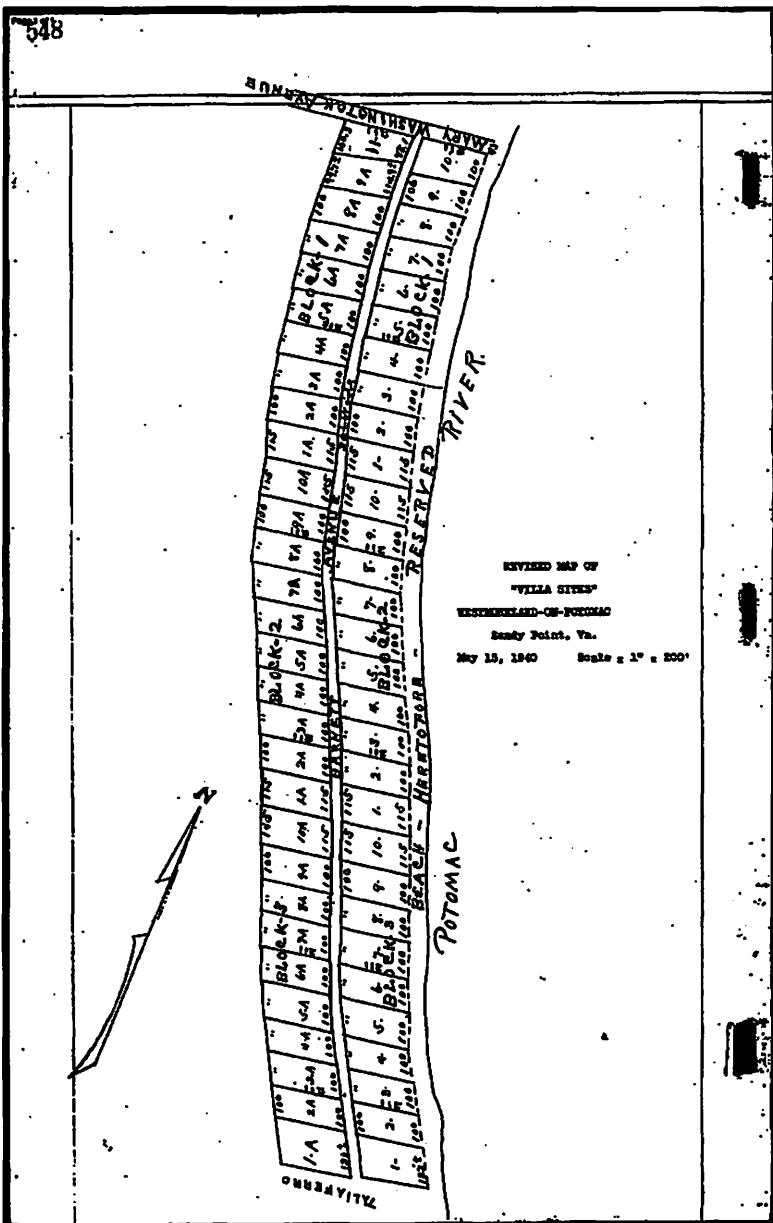
**Recommended by Staff:** The Board of Supervisors is asked to consider abandoning the use as a public right-of-way. The County would be legally obligated to advertise a hearing, hold the public hearing, and sign a deed of vacation. For detailed information pertaining to the abandonment process, please see the attachment entitled, "Code of Virginia, Abandonment of a Public Right-of-Way."

In a subsequent meeting, the Board of Supervisors should consider whether the county's ownership of Mary Washington Avenue is an asset or a liability. Between staff time invested by the sheriff's deputies while responding to calls, shoreline stabilization at the drainage site, and property maintenance, what would be the total cost be to the county? How much would/should the county spend? Would the manner in which the right-of-way is used currently substantiate the cost of its upkeep? Conversely, if the county were to sell the abandoned right-of-way, then maintenance, enforcement, and stabilization would no longer be obligatory.

**Attachments:**

- Petition to Abandon Road Extension adjacent to 3510 Skipjack Road, Kinsale, VA
- Code of Virginia, Abandonment of a Public Right-of-Way
- Revised Map of "Villa Sites"
- Map of "Sandy Point Beach"
- Photograph: "This Area Closed" Sign
- Photograph: "Clean County" Sign
- Photograph: Trash Flushed Toward the Beach







## Code of Virginia, Abandonment of a Public Right-of-Way

**Title 33.2, Highways and Other Surface Transportation Systems » Subtitle II, Modes of Transportation: Highways, Bridges, Ferries, Rail, and Public Transportation » Chapter 9, Abandonment and Discontinuance of Highways and Roads » Article 3, Abandonment of Roads Not in Primary or Secondary State Highway System**

**§ 33.2-913. Conveying sections of highways, landings, or other property no longer necessary.**

**§ 33.2-914. County roads not part of primary or secondary state highway system: definitions.**

A. The provisions of this article shall apply mutatis mutandis to county roads maintained by a county and not part of the secondary state highway system and to roads dedicated to public use but that are not part of the primary or secondary state highway system.

B. For the purposes of this article:

"Governing body" means the governing body of a county.

"Road" includes streets and alleys dedicated to public use and any existing crossing by the lines of a railroad company of such road and a railroad crossing by such road of the lines of a railroad company.

**§ 33.2-915. Abandonment of certain roads and railroad crossings by governing body.**

A. When a section of a road not in the secondary state highway system, or an existing crossing by such road of the lines of a railroad company or a crossing by the lines of a railroad company of such road, is deemed by the governing body in which it is located to be no longer necessary for public use, the governing body may abandon such section of the road or such crossing by proceeding as prescribed in this article.

B. In considering the abandonment of any section of road under the provisions of this section, due consideration shall be given to the historic value, if any, of such road.

**§ 33.2-916. Notice of proposed abandonment.**

In the case of a proposed abandonment of a road not part of the primary or secondary state highway system, the governing body shall give at least 30 days' notice of its intention to do so by posting notice at the front door of the courthouse, by posting notices on at least three places along and visible from the road proposed to be abandoned, and by publishing notice in at least two issues in a newspaper having general circulation in the county. All such notices shall state the time and place at which the governing body will meet to consider the abandonment of such road.

**§ 33.2-917. Petition for abandonment.**

Any person desiring to have a road abandoned may petition the governing body to abandon such road by filing the petition and a reasonably accurate plat and description of the section proposed to be abandoned with the governing body and in the clerk's office of the county. The governing body may proceed to have such road abandoned as provided in this article, but the expenses shall be borne by the petitioner.

**§ 33.2-918. Petition for public hearing on proposed abandonment.**

If one or more landowners affected by a proposed abandonment file a petition for a public hearing with the governing body within 30 days after notice is posted and published, the governing body shall hold a public hearing in the county for the consideration of the proposed abandonment.

**§ 33.2-919. Action of governing body.**

If a petition for a public hearing is not filed as provided in § 33.2-918, or if after a public hearing is held the governing body is satisfied that no public necessity exists for the continuance of the section of road as a public road or the railroad crossing as a public railroad crossing or that the welfare of the public would be served best by abandoning the section of road or the railroad crossing as a public road or public railroad crossing, the governing body shall (i) within four months of the 30-day period during which notice was posted where no petition for a public hearing was filed or (ii) within four months after the public hearing adopt an ordinance or resolution abandoning the section of road as a public road or the railroad crossing as a public railroad crossing, and with that ordinance or resolution the section of road shall cease to be a public road. If the governing body is not so satisfied, it shall dismiss the application within the applicable four months provided in this section.

**§ 33.2-920. Appeal to circuit court.**

Any one or more of the landowners who filed a petition or the governing body may within 30 days from the action of the governing body on the proposal appeal from the action of the governing body to the circuit court of the county. Where the governing body fails to adopt an ordinance or resolution pursuant to § 33.2-919, such person named in this section shall within 30 days from such failure have a right of appeal to the appropriate circuit court. Such appeal shall be filed by petition in the clerk's office of such court, setting out the action or inaction appealed from and the grounds for appeal. Upon the filing of such petition, the clerk of the circuit court shall docket the appeal, giving it a preferred status, and if the appeal is by any of the landowners who filed a petition with the governing body for a public hearing, notice of such appeal shall be served upon the attorney for the Commonwealth and the governing body. No such appeal shall be tried by the court within 10 days after notice is given as provided in this section unless such notice is waived. The circuit court shall hear the matter de novo with further right of appeal as provided by law. The court may appoint viewers to make such investigation and findings as the court requires of them. Upon the hearing of the appeal, the court shall ascertain and by its order determine whether public necessity exists for the continuance of the section of road or the railroad crossing as a public road or public railroad crossing or whether the welfare of the public will be served best by abandoning the section of the road or the railroad crossing as a public road or public railroad crossing and shall enter its order accordingly.

Upon any such appeal, if it appears to the court that by the abandonment of such section of road or such railroad crossing as a public road or public railroad crossing any party to such appeal would be deprived of access to a public road, the court may cause the railroad company and the governing body, or either, to be made parties to the proceedings, if not already parties, and may enter such orders as seem just and proper for keeping open such section of road or such railroad crossing for the benefit of such party or parties.





## **THIS AREA CLOSED**

**Between Sunset and Sunrise  
No Loitering  
Violators Subject to Fine**

**No Boat Launch at anytime  
Westmoreland County**

## **ÁREA CERRADA**

**Entre el atardecer y el amanecer  
No Merodear  
Violadores Sujetos a Multa**

**Area no se puede utilizar para entrar lancha  
Condado de Westmoreland**









- b) Committee Appointments: Chairman noted there are three reappointments and ask for a motion to approve all three with one vote; if agreeable, he asked for a motion. Upon motion from Mr. McCormack, second Mr. Ingram and unanimously approved the Board will vote on all three reappointments.
- i. Reappointment to Planning Commission (District 3): Chairman noted there is a reappointment to the Planning Commission. Mr. Lewis Thompson has agreed to continue on this Commission.
  - ii. Reappointment to Wetlands Board (District 2): Chairman noted there is a reappointment to the Wetlands Board. Jerry Mulholland has agreed to continue on the Board.
  - iii. Reappointment to the IDA: Chairman noted there is a reappointment to the IDA. Robert Lynch has agreed to the reappointment. Chairman asked if there are any questions or comments, if not, asked for a motion to approve all three. With no further discussion, upon motion by Mr. McCormack, second Mr. Ingram and unanimously approved all three reappointments of Mr. Thompson, Mr. Mulholland and Mr. Lynch, as presented.

## 5. BOARD OF SUPERVISOR'S MATTERS

- a) Planned Work Session: Chairman asked if there was any questions or comments regarding this matter. Chairman noted the County Administrator would like to offer the date of the 4<sup>th</sup> Monday of each month at 5:30 p.m. After discussion, there are several members that are not available on Monday, February 26<sup>th</sup>, therefore it has been suggested that the first meeting will be Wednesday, February 28<sup>th</sup> at 5:30 p.m. and the following work sessions would be on the 4<sup>th</sup> Monday, unless it falls on a holiday. Chairman ask if there are any comments or questions. Mr. Trivett stated he would like to see regular work sessions planned, even if they are not needed. Mr. McCormack stated that this would allow the Board to foster communication and regularly planned work sessions is a good thing. He wanted to confirm that the work

session is only for discussion and not voting. Mr. Prescott stated that is correct. With no further discussion, upon motion by Mr. Trivett, second Mr. McCormack and carried unanimously with Mr. McCormack, Mr. Ingram, Mr. Fisher, Mr. Trivett and Chairman Hynson voting “aye”, the Board approves the work sessions schedule on the 4<sup>th</sup> Monday of each month at 5:30 p.m. unless it falls on a holiday and then it would be moved to a day convenient for all the Board members.

- b) Animal Shelter: Chairman stated that Mr. Trivett and Mr. McCormack wanted to discuss the animal shelter. Mr. McCormack noted he and Mr. Trivett met with Capt. Smith and toured the animal shelter. It is clear that the shelter needs some work and he also mentioned they need volunteers to walk the dogs, especially on cleaning days. Mr. Trivett echoed Mr. McCormack’s comments but added that there were estimates obtained a few years ago for renovations but it never happened. Capt. Smith is in the process of obtaining new estimates for much needed renovations and we will revisit this matter at a work session when we have those numbers.
- c) Staff Holiday: Chairman noted that at the last meeting there was a question from Mr. Fisher regarding the cost for providing employees with an additional holiday. Mr. Fisher stated that moving forward the Board now knows the cost, per day, of an additional holiday and will take that into consideration.

## 6. COUNTY ADMINISTRATOR COMMENTS

- a) NN Regional Shallow Draft Channel Dredging Plan – Feasibility Phase: Mr. Prescott stated he has just received this report but this project is in the last phase of project. NNPDC needs a decision as soon as possible and that is why this matter is being brought to the Board at the last minute. The recommendations from the PDC are Nomini Creek, Cabin Point Creek and Bonium Creek, all are very much in need of dredging but it is up to the Board to decide which one will be done under this plan. Chairman asked if there are any comments or questions. Mr. McCormack state he asked Mr. Ed Arnest, President of the Watermen’s Association to speak to this matter.

Mr. Arnest stated he is familiar with all the creeks and he agrees all are in need of dredging, but in his opinion the creek he believes would need work first is Bonium Creek. He noted that last dredging was in 2004 and it is usually done every 20 years so it is due. There was a substantial amount of money spent on oyster houses and a public boat ramp and jetties. In its current state only one boat can pass at a time and the water quality is really bad because there is no water movement. Mr. Arnest again stated all three need it but this is the worst and if nothing is done soon all the money spent in this area would be for nothing. Mr. Fisher also agrees with Mr. Arnest that Bonium Creek is in dire need of dredging and it too bad this area cannot be used after the money and effort that was put into the boat ramp and area.

Chairman asked if there was any further discussion, if not, could he get a motion. With no further discussion, upon motion by Mr. McCormack, and second by Mr. Fisher and carried unanimously with Jeff McCormack, Matt Ingram, Darryl Fisher, Tim Trivett and the Chairman voting "aye", the Board agrees to recommend to the NNPD Bonium Creek needs to be dredged.



# Northern Neck Regional Shallow Draft Channel Dredging Plan: Feasibility Phase

**Donna A. Milligan**  
**Cameron W. Green**  
**C. Scott Hardaway, Jr.**  
**Christine A. Wilcox**  
**Claire M. Rae**

Shoreline Studies Program

**Scott Lerberg**  
**Alex Demeo**  
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Chesapeake Bay National Estuarine  
Research Reserve

Virginia Institute of Marine Science  
William & Mary



**Mark Mansfield**

Shore Consulting Group



**December 2023**

## Executive Summary

The Initial Phase of the project (Phase 1), used remote sensing and other data collection to develop a method for determining which waterbodies on the Northern Neck of Virginia need dredging. The analysis included most of the waterbodies in the counties of Lancaster, Northumberland, Richmond, and Westmoreland. From this analysis 19 waterbodies emerged as potentially needing dredged based on physical parameter, residential and economic usage (Milligan et al., 2023).

In this Feasibility Phase (Phase 2), more detailed site data was collected to provide data to the localities for consideration. These tasks were included in the analysis:

1. Historic shore evolution.
2. Bathymetric data was collected in the waterbody;
3. Sediment sampling of the upper 1-2 ft of the bottom was performed to determine surface sediment type;
4. Structures adjacent to the channel were assessed;
5. Channels were determined based on whether they were federal, non-federal with aids to navigation (ATONs). Eight federal channels were included in this Feasibility Phase, and the federally-defined channel was used for those waterbodies. However, two waterbodies, Cranes Creek and Monroe Bay, have a federal channel only at their mouth. For this Feasibility Phase, the channel was extended farther into the waterbodies. For non-federal channels, the bathymetric data was used to determine where the natural channel occurred and using aids to navigation (ATONs) where available.
6. Channel volume was calculated based on the maintenance depth plus 1 ft of overdepth. This determines the size of the project and how much area will be needed for disposal of material.
7. The potential disposal location (upland vs. shoreline) was determined for each channel based on sediment type. For shoreline placement, potential adjacent sites are shown.

The goal of these data collection and analysis is to provide information to the localities regarding the waterbodies that may need dredged to maintain residential and economic usage. It can be used to prioritize dredge channel funding as it becomes available for design and construction. This is a scoping level analysis and should be used for planning purposes only. The parameters chosen for analysis such as proposed channel location and channel depth can be modified during the final design process to fit the needs of the community and to fit available costs. Additional data is needed for final dredge project design in Phase 3. The most crucial data are subbottom cores that are used to determine if the surficial sediments taken for this analysis represent the overall type of material that will be dredged. If the cores reveal sediment different from the surficial analysis, then the placement options may change. The 19 channels are summarized in Table 7-1.

In Lancaster County, four waterbodies were studied. Overall potential dredge volumes are relatively low with Beach Creek and Windmill Point Creek needing the most dredging. These non-federal channels would be completely new channels that generally need dredging from end to end. Beach Creek has three zones, 2 of which could be excluded from the project. Structures are recommended for this project to reduce sedimentation at the mouth as well as protect the barrier into the creek from breaching. Surficial sediments are sandy and can be placed along the shoreline. Greenvale is a federal channel that has been dredged in the past at the mouth. Net overall volume is needing dredged is low at this time. Erosion adjacent to the channel is contributing to accretion at the mouth so structures are recommended

for this waterbody. Tabbs Creek needs minor dredging but the material is very sandy and likely can be placed along the shoreline.

Eight waterbodies were analyzed in Northumberland County. Bluff Neck Creek Southern Branch was included because a spit formed in the last several years nearly completely cutting off the branch. Though this is a small creek, the longer the spit stays in place, the more difficult it may be to permit dredging it. Being cut off from boating access to the Chesapeake Bay could affect property values for those residences on the creek. Bluff Neck, Cod Creek East, Gougher Creek and Whays Creek all have relatively small amounts of dredging needed. Cranes Creek has a federally-defined channel at the mouth, but a proposed channel was created to extend through the creek to the marine railway. Most of the dredging is needed in this proposed section. Hull Creek is a proposed channel that extends far into the waterbody. It needs significant dredging, but the material is sandy so could potentially be beneficial use along the shoreline. Jarvis Creek was a federal channel that was never constructed. Generally, it only needs dredging near the mouth where shoals are squeezing the channel. Little Wicomico River is at the confluence of the Potomac River and Chesapeake Bay. It is a jettied channel, but shoaling occurs at the mouth. It is a highly used channel that supports the many residential and commercial facilities in its many waterbodies.

Farnham Creek is the only waterbody studied in Richmond County. Though the mouth is deep, overall, it needs a fair amount of sediment removed due to the large flood and ebb shoals inside and outside the creek. A public boat ramp exists on the upper reaches of the creek so having a well-marked channel would be important so that boaters do not run aground on the flood shoal.

- Six creeks were studied in Westmoreland County. Cabin Point Creek and Lower Machodoc Creek need relatively little dredging. Bonum Creek needs extensive dredging and rehabilitation of the existing jetties. Significant aquaculture, a working waterfront, and public boat ramp occur on this creek. Jackson Creek has a sinuous channel around a spit and flood shoal. Determining how well the channel will be maintained should be considered in the final design. A deep channel was designed to extend its lifespan, but a shallower channel could be used which would reduce the amount of material needed to be dredged. Monroe Bay and Creek federal channel occurs at the mouth of Monroe Bay and extends only part way into the waterbody. Since the construction the federal channel, residential and commercial usage of the waterfront has increased within the Bay. To determine if dredging is needed in the rest of the creek, a non-federal channel was proposed. Most of the dredging need occurs in the section of the Bay. The same maintenance depth of the federal channel was used for the non-federal section, but this depth could be reduced to decrease the amount of material, particularly because it all will need to be placed on the upland in a contained facility, and Costa Nomini Creek is another project that requires a large amount of dredging to reach the maintenance depth of the federal channel (-9 ft MLLW). This depth may not be needed along the length of the channel.



## 1 Introduction

Federal funding has been historically available for the Army Corps of Engineers for shallow draft navigation projects. However, past and recent subsidies have not provided ample funding at levels to sustain maintenance dredging for the federal navigation channels on the Northern Neck peninsula. Further, funding for maintenance of non-federal channels has been historically neglected by the Commonwealth of Virginia until the Virginia General Assembly established the Virginia Waterway Maintenance Fund in 2018. This fund provides the opportunity for localities to receive funds for planning, design, and construction of dredge projects.

To support the 123 working waterfronts on the Northern Neck that facilitate commercial fishing, aquaculture, recreational boating, and boat building and repair (VA WW Master Plan, 2016) through identifying dredging needs of shallow draft channels on the Northern Neck, the Northern Neck Planning District Commission (NNPDC) contracted with the Virginia Institute of Marine Science (VIMS) and the Shore Consulting Group (SCG) to develop its Regional Shallow Draft Channel Dredging Plan. This plan began by identifying 142 waterbodies with potential dredge needs in Lancaster, Northumberland, Richmond, and Westmoreland Counties and the Town of Colonial Beach (Figure 1-1). After identification, data was collected on the waterbodies' physical parameters, as well as their residential and economic use. These data were used to prioritize waterbodies for possible dredging needs. The full process of waterbody selection is described in the Initial Phase project report (Milligan et al., 2023).

The result of the Initial Phase (Phase 1) of the Regional Shallow Draft Channel Dredging Plan was a list of 19 waterbodies that emerged from the prioritization analysis, from database review, and from county goals (Table 1-1). For this Phase 2 of the planning process, the Feasibility Phase, additional data was collected for

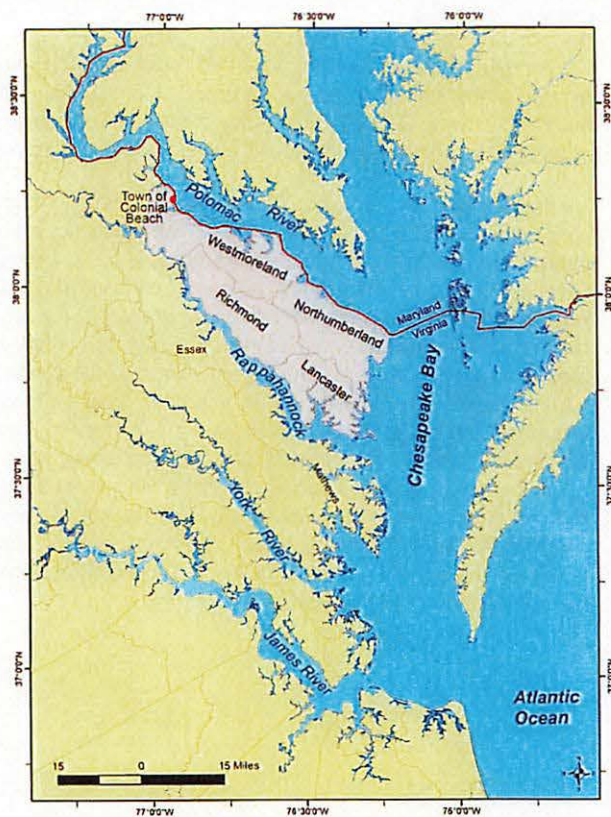


Figure 1-1. Location of the Northern Neck Peninsula localities within the Chesapeake Bay estuarine system.

these waterbodies to provide guidance to the region about their shallow draft channel dredging needs.

The Feasibility Phase included these tasks:

1. Bathymetric data was collected in the waterbody;
2. Sediment sampling of the upper 1-2 ft of the bottom was performed to determine surface sediment type;
3. Structures adjacent to the channel were assessed;
4. Channels were determined based on whether they were federal or non-federal. Eight federal channels were included in this Feasibility Phase, and the federally-defined channel was used for those waterbodies. However, two waterbodies, Cranes Creek and Monroe Bay have federal channel only at their mouth. For this Feasibility Phase, the channel was extended farther into the waterbodies. For non-federal channels, the bathymetric data was used to determine where the natural channel occurred and using aids to navigation (ATONs) where available.
5. Channel volume was calculated based on the maintenance depth plus 1 ft of overdepth. This determines the size of the project and how much area will be needed for disposal of material.
6. The disposal location (upland vs. onshore) was determined for each channel based on sediment type. For onshore placement, potential adjacent sites are shown.

The goal of these data collection and analysis is to provide information to the localities regarding the waterbodies that may need dredged to maintain residential and economic usage. It can be used to prioritize dredge channel funding as it becomes available for design and construction. This is a scoping level analysis and should be used for planning purposes only. Additional data is needed for final dredge project design.

Table 1-1. Nineteen creeks prioritized through physical and economic usage and finalized by the localities. Federally- authorized channels denoted with a \*.

Lancaster County	Northumberland County	Richmond County	Westmoreland County
Beach Creek	Bluff Neck Creek Southern Branch	Farnham Creek	Bonum Creek*
Greenvale Creek*	Cod Creek East		Cabin Point Creek
Tabbs Creek	Cranes Creek*		Jackson Creek
Windmill Point Creek	Gougher Creek		Lower Machodoc Creek*
	Hull Creek		Monroe Bay and Creek*
	Jarvis Creek*		Nomini Creek*
	Little Wicomico River*		
	Whays Creek		



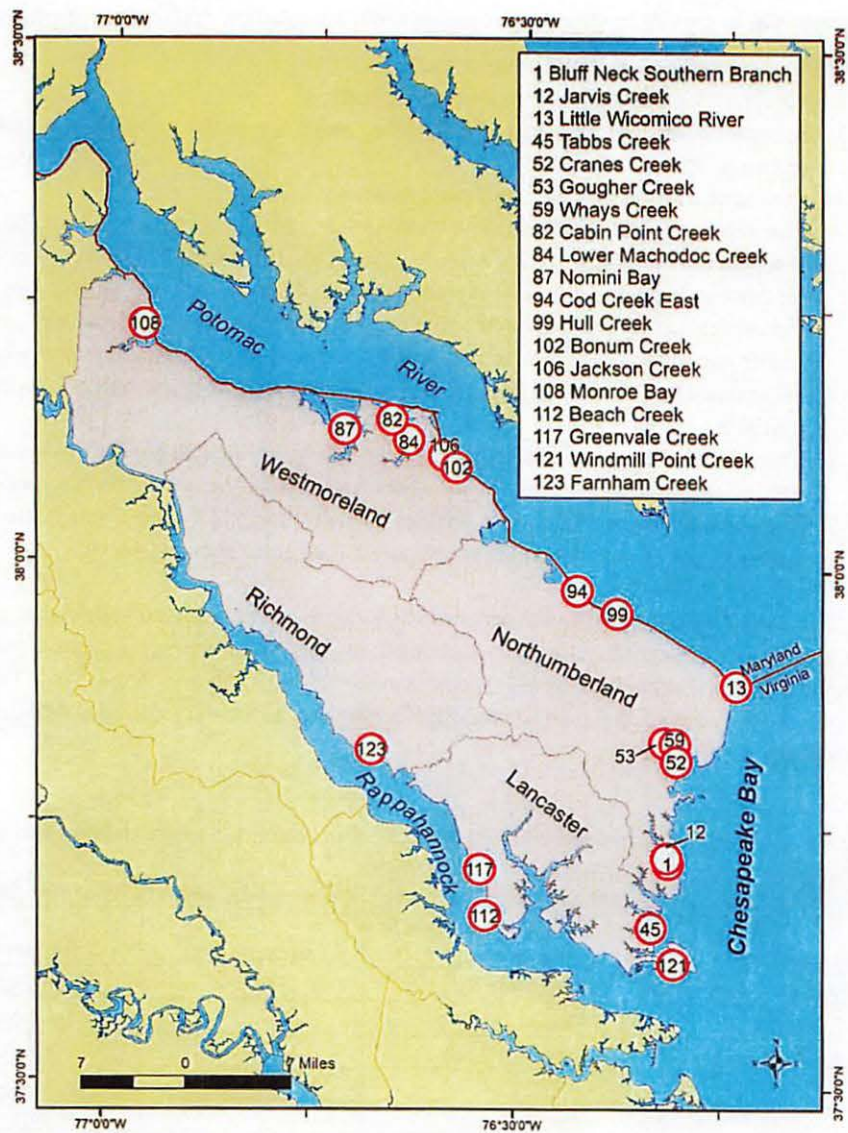


Figure 1-2. Location of creeks selected for assessment labeled with their original numbers when all creeks on the peninsula were being researched in the initial phase of the project

- b) Chandler Mill Pond Update: Mr. Prescott referred to the update and delay in progress. Mr. McCormack and Mr. Trivett will join Mr. Prescott on February 21<sup>st</sup> at 4pm to meeting with John Kirk to view some of the work being done.
- c) Former County Administrator Part-Time Agreement: There were some questions regarding this agreement. Mr. Trivett noted that initially Mr. Risavi was going to be a consultant but not he will be a part-time employee and he does not remember the Board voting on that. Mr. Prescott stated the Board allowed Mr. Risavi to return as a consultant or part-time employee for a short period of time to assist him as necessary. Mr. Prescott believed this short-term agreement was for a total of about 30 hours and he is confident it will not exceed that amount of time and shouldn't exceed \$10,000. Mr. Fisher stated that having the former county administrator available to Mr. Prescott and the Board to assist with a very complex financial system that could help avoid any problems this year. He noted there are many moving parts and the county has a good bond rating that he does not want to jeopardize. He encouraged the Board to allow the county administrator to put this agreement in place so Mr. Prescott has access to the former county administrator.

Mr. McCormack stated he would be devils advocate and ask to table this matter until after we hear from the public. Chairman Hynson noted it was his recollection that when the Board hired the current County Administrator it was understood there would be a contract that was a package deal with Mr. Risavi returning to assist the Mr. Prescott. He stated it took 30 years to get the County turnaround and there are certain things everyone is good at and we need Mr. Risavi's expertise regarding the budget. Mr. Trivett stated there was no discussion regarding hiring Mr. Risavi back, only that Mr. Risavi would make himself available for any questions. Mr. Trivett noted again he didn't understand how, why and when this went from consulting to part-time employee. Chairman said it is up to Mr. Prescott to reach out to Mr. Risavi to ask

for help. Mr. Fisher asked if the language could be changed to a consultant from part-time employee. Mr. Prescott stated it was Mr. Risavi's request for the agreement to state part-time employee because as a consultant he would need to obtain certain certifications to act as a consultant. Additional discussion ensued regarding Mr. Risavi's expertise in the budget area and possibility to table this matter. Mr. McCormack asked to go to the public and ask if anyone had any comments. Chairman asked if anyone would like to make a comment on the former county administrator's agreement. Mr. Wilkins (District 4) stated that it sounded like this agreement was for the benefit of Mr. Risavi only and not the county. He stated it was the public's understanding that Mr. Risavi and Mr. Prescott were working together for a month and this information should have been covered during that time. Larry Hinson stated if Mr. Risavi is needed maybe cut hourly rate and length of time to return. Mr. Arnest asks what if Mr. Risavi won't accept the agreement, will the current County Administrator be okay. Mr. Straum noted if the County Administrator believes he will need help there should be a limit put on how much money and the amount of time needed. Ms. Axtel stated Mr. Risavi has a great deal of institutional knowledge and needs to continue to work with the County Administrator. No one else came forward so we will come back to the Board for a vote. With no further discussion, upon motion by Mr. McCormack, second by Mr. Fisher and carried unanimously with Jeff McCormack, Matt Ingram, Darryl Fisher, Tim Trivett and the Chairman voting "aye", the Board approves the agreement with the former county administrator as a part-time employee but changing the limit to \$20,000.

- d) Administrator Reorganization: Mr. Prescott explained that with the changes in the administrative offices and savings with the internal promotions, he is asking the Board to approve a new part-time receptionist position who will answer phones and greet visitors. Chairman ask if there are any questions or comments, if not, could he get a motion. With no further discussion, upon motion by Mr. McCormack, second by Mr. Trivett and carried unanimously with Mr. McCormack, Mr. Ingram, Mr. Fisher, Mr.



Trivett and Chairman Hynson voting “aye”, the Board approves the new part-time receptionist position in administration.

- e) OSHA/VRSA Update: Mr. Prescott informed the Board there was a surprise inspection by VOSH at the Coles Point WWTP and there were multiple violations found. We should receive the final report soon and when we do receive it we will schedule a preliminary meeting with VOSH to review the violations. OSHA has been a requirement for localities since 2018 but that has not been addressed until now. Mr. Prescott stated there will be 3 employees attending a Level 10 Certification program. Also, Mr. Prescott has appointed a team to work on bringing the County OSHA compliant. Mr. Ingram noted he has dealt with OSHA before and they are willing to work with you and do not want to access penalties.
- f) Coles Point WWTP Drip System: Mr. Prescott stated there is an issue with the new Coles Point WWTP drip system. The three storage tanks are at critical levels, even with pump n haul, which is becoming expensive. He then explained that there is confusion with how the drain field was engineered and spray field engineered and the two are not working together to keep the tanks below critical level. There are several people working on correcting this issue and the Board will be kept informed of what is going on.
- g) Public Comment Card: Mr. Prescott reviewed a new comment card to be filled out prior to the meeting so we are able to contact individuals with answers. Mr. Fisher noted concern with when the cards are filled out, he would like these to be done any time. Mr. McCormack agreed and suggested to leave them next to the podium and other places for people to complete. Mr. Prescott said we would revise the form and make sure they are accessible.



## 7. PUBLIC COMMENT PERIOD

Richard Wilkins – Thanked the County Administrator for the form, he said it was an excellent idea. He also thanked Ms. Cogswell for her assistance in contacting DEQ and having them look into illegal burning.

Anna and Laura – Two neighbors that have asked for the Abandonment for the property at Skipjack Road. They thanked the Board for considering this matter. They said this has been a horrible experience and would really appreciate any help from the Board. They also noted they are available to answer any questions or provide further information.

Chairman Hynson stated that the lots on the other side of the road was a boat landing in the 1800s and the Board needs to think hard before selling.

Larry Hinson – Commented on the tires along Rt. 3, 202 and 203 and asked that the County consider changing fee for dumping tires at Transfer Station to no fee. He asked if anyone knows why no one has come to meeting from Town of Montross, if someone from Colonial Beach can come, someone from Montross should show up. He noted he spoke with Mr. Kirk and he said he would come down any day to meet with him, he has seen they are working this week. He then noted he would be willing to volunteer at the animal shelter and also provide materials because he knows a lot of people. No one else came forward with comments. Chairman now closed the public comment period.

## ADJOURNMENT:

There being no further business to come before the Board at this time, upon motion by Mr. McCormack, second Mr. Ingram, and carried unanimously, the Board adjourned the meeting at approximately 8:50 p.m. The Board's next regular meeting will be held on Monday, March 11, 2024 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, \_\_\_\_\_

