

**Irvington Town Council  
Regular and Public Meeting  
December 10, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office on December 10, 2015, at 7:30 pm.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen F. Pollard
Council	Gene H. Edmonds Jerry Latell R. Wayne Nunnally Fran Westbrook
Legal Counsel	Wesley Charlton
Zoning Administrator	Robert A. Hardesty

**Absent:**

Council	Michael Merrill
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The Mayor called the meeting to order and asked for a moment of silence.

**Public Comment:** None.

**Minutes and Treasurer's Report:**

Michael Merrill, who was absent, had sent this correction for the minutes: the final contract for the review of the Comprehensive Plan will be approved by the Mayor and the Town Attorney instead of the council and the town attorney. Mr. Charlton will rewrite the contract. He said there were two issues of concern: relying on community input and the Community Planning Partners will use subcontract assistance. Kathleen Pollard made a motion to approve the minutes with the correction and Frances Westbrook seconded the motion. Vote – Yea: Edmonds, Latell, Nunnally, Pollard, and Westbrook. Nay: 0.

#### **Legal Counsel:**

Mr. Charlton said that he was working on the real estate tax ordinance.

#### **Zoning Administrator:**

Sidewalks: Mr. Hardesty reported that he had met with David Talbot and Mr. Freeman regarding the Verizon panels. Verizon will replace the panel near the King Carter entrance to the Methodist Church. The handhold near the Local has sunken. Their suggestion was that the town hire a carpenter that will put stringers of salt treated wood and plywood to raise it flush with the surrounding sidewalk. The Mayor, Mr. Hardesty, and the town attorney will have a phone conversation with Verizon regarding finding a more suitable solution.

Lights Out: There are 15 street lights out in the town. Mr. Hardesty has identified the poles with their numbers and street address. The clerk will relay the information to Dominion Virginia Power. The Mayor suggested that the poles be marked with red duck tape.

Water Leaks: There are two major water leaks being fixed by Aqua Virginia. The Zoning administrator does not know the cause of the leaks.

B-2 Business District: The Zoning Administrator does not know what is going to be done in the B-2 business district that is between the Local and the Bay Window. The parking lot of Bay Window has been improved.

#### **Committee Reports:**

North Commons Development Committee: Mrs. Westbrook said that C.J. Carter and Mrs. Mary Louisa Pollard want to be on the committee for North Commons Development Committee. ~~The Mayor said to add them on the committee.~~ *From Westbrook asked that this sentence be deleted.*

#### **Old Business:**

Christmas Tree: Council members agreed that the Christmas Tree looked good.

Flags: The street flags purchased last spring were not colorfast and the colors have run, most prominently the navy blue, but the red.

#### **New Business:**

Bank Septic System: The Town Attorney is going to restate the agreement with Chesapeake Bank regarding the town's leasing of ground between the bank and the gazebo for the bank's septic system. There was no discussion about raising the price. Wayne Nunnally made a motion to table the issue until next month. Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Nunnally, Pollard, and Westbrook. Nay: 0.

**Roundtable:**

Mr. Nunnally mentioned an article in the Wall Street Journal about a town in Ireland that raised \$500,000 by having a matchmaking festival.

Tides Inn: Someone from the New Tides wants to update the Tides entry on the town's website. He has tried to call Mrs. Pollard.

Budget: Mr. Latell wants to begin the budget process earlier this year.

Clerk: The clerk was asked to write a thank you note to Mrs. Cheryl Mihill, thanking her for the ornament that she made and sent to VML for the Executive Mansion's Christmas Tree.

**Adjournment:**

Mr. Wayne Nunnally made a motion to adjourn the meeting and Jerry Latell seconded the motion. The meeting was adjourned at 8:06 pm.



Ralph D. Ransone, Mayor

**Irvington Town Council  
Regular and Public Meeting  
November 12, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office on November 12, 2015, at 7:30 pm.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen F. Pollard
Council	Gene Edmonds Jerry Latell Michael Merrill Frances Westbrook
Zoning Administrator	Robert A. Hardesty

**Absent:**

Legal Counsel	Wesley Charlton
Council	Wayne Nunnally

**Guests:**

Mary Ellen Tetrick  
Karen Feuerman

Mr. Ransone, the Mayor called the meeting to order and asked for a moment of silence.

**Public Comment:**

Mary Ellen Tetrick and Karen Feuerman presented plans for the "Show Your Spirit" event this year. It will be celebrated between 1:00pm and 4:00pm on December 12<sup>th</sup>. Activities will include Food Bank, AWL donations, and "Blessing of the Animals" and the stores in town will be open. They estimate that they need \$350.00 for their expenses. Participants in the "Blessing of the Animals" will be given an animal keepsake. Mrs. Tetrick asked that the Town of Irvington sponsor the event. Deb Lockhart, Karen Feuerman, and Mary Ellen Tetrick will do the work. The Blessing of the Animals" will be at 1:00 pm. They will draft a letter for the business that the mayor and Kathleen Pollard will sign. The VIA will buy lights for the gazebo and will provide hot chocolate and cookies during the "Blessing of the Animal" segment. Gene Edmonds made a motion for the town to sponsor the "Show Your Spirit" event. Michael



Merrill seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0. Frances Westbrook made a motion to appropriate \$350.00 for the event. Kathleen Pollard seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

#### **Minutes and Treasurer's Report:**

Michael Merrill made a motion to approve the minutes of October 8, 2015, and the public informational meeting of October 19, 2015, and the October's Treasurer's Report. Kathleen Pollard seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

**Legal Counsel:** Absent.

#### **Zoning Administrator:**

Sidewalks Mr. Hardesty reported that Robert Harper, local VDOT superintendent, is going to patch the sidewalk with epoxy on the west side of Irvington Road. In the week following this meeting, Mr. Shawn Freeman will look at the telephone handholes to determine how to solve the problem.

Mr. Hardesty said that the uneven sidewalks beside the joints need fixing as they can cause tripping accidents for walkers. Mr. Hardesty estimates that there are 370.5 feet (includes The Lane) of sidewalks that need attention. At \$60.00 per foot, the cost would be \$22,230.00. The Mayor said that he would talk with Mr. Harper. Mr. Hardesty said that David Brown said the west side of Irvington Road was VDOT's responsibility.

Signs: The winery signs on the wagon at the Dog & Oyster Winery have been removed. They may be out again for special events. The tent development roads are not in the state road system. Mr. Hardesty said stop signs are needed at White Fences Drive and signs and posts would cost \$177.62. These signs would meet VDOT specifications. The Mayor recommended that he talk with Dean Dort, who is the President of the Association. Mrs. Westbrook asked if it is a problem or a perceived problem. Mr. Merrill asked if the Homeowners Association might be able to pay for the signs.

#### **Committee Reports:**

Comprehensive Plan: Michael Merrill said the Planning Commission discussed changing the meeting time, but left it the same as it is. The amended by-laws need to be retyped.

Sitting Area Around the Oak Tree: Michael Merrill said that he has received differing opinions about covering the exposed roots of the oak tree. He had thought by covering the exposed roots, he would eliminate the tripping hazard

Flags and Banners: It was decided to order 20 new flags. A banner is missing, but the price is better to buy several rather than just one. Kathleen Pollard made a motion to buy five banners and 20 flags and Frances Westbrook seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

Town WiFi: It was reported that the WiFi at the Commons is not working well. Mr. Edmonds will check on it.

**Old Business:**

Irvington Plaque: Dr. Lee Williams will work on the Irvington historical plaque.

Comprehensive Plan: Community Planning Partners will charge \$23,000.00 to update the comprehensive plan. Mr. Merrill wants the Town Council approval of the agreement that they have presented. Payment can be made over a period of time and the town will be billed for actual work performed. The attorney and <sup>mayor</sup> ~~town council~~ will approve the final contract. Kathleen Pollard made a motion to approve the selection of the Community Planning Partners. Gene Edmonds seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0. The scope of activities that the CPP will perform will include public input. *Correction: The attorney and mayor will approve the final contract.*

Real Estate Tax: Gene Edmonds made a motion to have the town attorney draft an ordinance for the tax. Michael Merrill seconded the motion. The rate will be decided later. The Mayor asked the council members to try to determine the costs for the projects. Mr. Edmonds wants to look at a rate cap of \$.05. Michael Merrill seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

**New Business:**

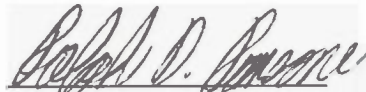
North Commons: Mrs. Westbrook said that there are people in the community, who would like to serve on the committee for the planning of the North Commons development. The Mayor said to add them to the committee.

Christmas Ornament: Cheryl Mihills made the ornament that the town sent to be placed on the Christmas Tree at the Governor's Mansion. Mrs. Westbrook asked Ms. Thomasson if the Rappahannock Record could give publicity about Mrs. Mihill's contribution. There was discussion whether or not the article in the record could include those ornaments sent from the other localities in this area.

Mr. Merrill reminded the council members to be on the watch for water leaks.

**Adjournment:**

Gene Edmonds made a motion to adjourn the meeting and Frances Westbrook seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

  
Ralph D. Ransone, Mayor

**Irvington Town Council  
Informational Meeting to Inform Public  
About Proposed Real Estate Tax  
October 19, 2015**

The Irvington Town Council held an informational meeting to inform the property owners of its consideration to implement a real estate tax for the town.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen Pollard
Council	Gene Edmonds Jerry Latell Michael Merrill R. Wayne Nunnally Frances Westbrook
Legal Counsel	Wesley M. Charlton
Zoning Administrator	Robert A. Hardesty

The Mayor called the meeting to order and explained the purpose of the meeting was to inform the people that the council is considering implementing a real estate tax and this meeting is being called to inform the public of its thinking and for the public to have an opportunity to ask questions. He said that each council member would have an opportunity to speak of the needs of the town.

**Council:**

Mrs. Kathleen Pollard – Mrs. Pollard spoke of the need to update the website and include more information. A person to maintain the website is needed. This will cost between \$6000.00 and \$7000.00 and it will benefit tourism to the community.

Gene Edmonds - Mr. Edmonds invited the property owners to participate in the thought process. He said that one half of the homes in Irvington were owned by absentee owners, who have "no skin in the game." The Tides Inn is going through a major renovation and the town could lose two years of revenue. "Everyone should be paying something." The sidewalks need attention. Public access to the water is needed. He closed by saying that the property owners need to be proactive in protecting the town.

Jerry Latell - Mr. Latell said that the budget for the town was \$121,000.00 that breaks down to 99,000.00 - operating and 21,000.00 - community support. The sources of revenue are: vehicular tags - 8%, bank franchise - 10%, sales tax - 23%, and occupancy tax - 56%. The occupancy tax is currently 56% but it has been 60% in the past. It is unknown what effect the Tides Inn renovation will have on the occupancy tax. Traffic calming measurements have been an ongoing complaint. The condition of the sidewalks is a major problem. The town would have to raise enough money to pay for itself. The town would be flexible in its tax rate. The low occupancy tax rate allows the Tides Inn to be more competitive. Mr. Latell listed pros and cons of other taxes.

Michael Merrill - Mr. Merrill said that he has been visiting waterfront and retirement communities. He said there is a complacency in Irvington. He said:

waterfront access is needed

business environment is not conducive to business - empty storefronts

sidewalks must be fixed

town hall is a disgrace

staff needs expanded hours

attorney needs to be paid

no town maintenance person

VDOT will spend either 1.4 million or 1.6 million on sidewalk improvement in the area of the post office.

VIA membership is getting older

not the "tony" Irvington glorified in the magazine article

between 1990-2010 - net increase in population was 7 - not a growth path

need to do town planning - Irvington Farms - 2 acre

need to be on a fast track

He would like to see a tourism center, senior center, and a town hall on North Commons.

Wayne Nunnally - Mr. Nunnally said that the council has expressed its ideas regarding how it wants to see the town improved. Now it needs ideas from the residents.

The sidewalks need fixing. The genesis of this meeting was the town's not receiving an occupancy tax while the Tides Inn is possibly closed for renovation. He said the VIA had done a



marvelous job. "It was amazing what the VIA does for nothing." Without them there would be no Farmers' Markets or planters. He said that a real estate tax would mean that those that are not volunteering would be paying. He said the bottom line is "What do you want?" He said he disagrees with the fellow council members in that he thinks a 5% meals tax would help.

Fran Westbrook - The council needs to hear from the public and it can act accordingly. There is ongoing maintenance for which they could use a maintenance person. Trash cans are needed around town. The VIA spends \$5000.00-\$6000.00 a year in upkeep of planters. She said that five to ten years ago there was a wish list by persons in the community and water access was prominent on the list. She said that there were multiple concerts at the Commons. They could use a performing arts stage and have Dogwood Dell (Richmond) type programs. The Tides Inn has sent some of its people to help with the grass at the Commons.

Mr. Ransone said that he had obtained a price for the cement and the cost for pouring 4 feet x 100 feet to the curb would be around \$6400.00

#### **Public Question and Answer Period:**

Ms. Samantha Van Saun, pointed out that it was assessed value rather than appraised value. She said that she supports the real estate tax and suggested that the council should consider grants for water and sewer to move forward.

Bob Westbrook said that the council needs to define what it wants to do, set a rate, and then scale back, if necessary. Gene Edmonds said everybody should be involved in the process.

Wes Charlton, town attorney, said that the code allows for a flexible tax rate and the rates can change until when the budget is passed in June.

David Headley asked why \$80,000.00 was chosen; why not \$40,000. Or \$120,000.00. The town needs to have a plan, present it, and not to let the revenue accumulate.

Fred Minton said that he supports the tax.

Catherine Crabill asked if the issue would be on the ballot so everyone can vote on it. Wes Charlton said that it would be an ordinance and there would be two public hearings, after notices in the paper, for the property owners to provide input. Then the council can vote on it. She said that people moved here because Irvington did not have a tax. Empty stores, she said, are not empty because the town does not have empty planters, but because there is a depression in the country. She said raise the vendors' fees for the Commons care.

Alexander Fleet said that the council should pick their rate so that they do not have to keep coming back to the public. He commended the council and mayor for their work.

Gary Hooper said that Tom Farrell, CEO for Dominion Virginia Power, understands the value of tourism to this area and said the tourism dollars were the best kind of revenue for the community. He said that the town would need a \$.03 to \$.05 rate (per \$100.00 of assessed value) to break even.

Susanna Collins asked if there would be a waiver for those on very limited income. She said that the town needs to think about sewer to be ahead of having to have it. Norm Mosher said that White Stone was getting planning grants for sewer.

Paul Ferguson said the rate should be budget driven.

Klaus Schaschek said that the items mentioned that the town needs would be a minimum of \$6,000,000 to \$7,000,000 in capital expenditure which would be about \$300,000 to \$500,000.

Gordon Slatford said the Tides Inn would be paying the biggest amount in real estate taxes. When Mr. Nunnally asked him if the Tides Inn would close down completely during renovation, Mr. Slatford would not address the question.

Carol Biscontini said that she supported the tax.

Frank Tetrick said not to tie the real estate tax to the loss of revenue from the Tides Inn. In the future the town is going to need money that it does not have. He said instead of using the phrase "no skin in the game" use the phrase "shared responsibility."

Mary Headley said that if VDOT is putting in flower boxes. She hopes that they will not look like White Stone or Kilmarnock's (planters or plantings).

Bob Westbrook asked about a time frame. Mr. Ransone and Mr. Charlton said establishing a rate could be done with the initial ordinance.

Gordon Slatford said the Tides Inn wants to see stronger revenue in the future. He said the town's losing an occupancy tax may be a short term loss.

Michael Bombay said that the town needs to be careful what it adds. He hopes that the town will do something with the extra money.



Bob Westbrook said that the towns were not allowed to plan on having reserves. They could have planned projects and build a reserve for the project.

Ruth Whay said that when she was pumping gas, someone asked her what was wrong in this town that they were driving so fast around the Rt 200/King Carter intersection

**Adjournment:**

Mr. Ransone thanked the property owners for coming to the meeting. He said the council did not want to change the character of the town. If there is going to be a tax, the council needs to plan. Sidewalk work is needed.

Mr. Nunnally asked who was opposed to the tax. Bob Barrack and Catherine Crabill were opposed.

The meeting was adjourned.

  
Ralph D. Ransone, Mayor

**Attendees at Public Meeting  
Regarding Implementing a Property Tax in Irvington  
October 19, 2015**

Bonnie Robertson  
Ruth Whay  
Theresa Ransone  
Barbara Newlon  
William K. Bryant  
Cathy Bryant  
Mary Headley  
David Headley  
Fran Nunnally  
Gary Hooper  
Bob Barrack  
Klaus Schaschek  
Bonnie Schaschek  
Susanna Collins  
Carol Biscontin  
Alex Fleet  
Paul Ferguson  
Ann Lee Arnold  
Bob Westbrook  
Ed Feddeman  
Mike Bombay  
Carolyn Elliott  
Norm Mosher  
Samantha Van Saun  
Frank Tetrick  
Catherine Crabill  
Fred Sanford  
Robert Fleet  
Lee Capps  
Fred Minton

**Irvington Town Council  
Regular and Public Meeting  
October 8, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office on October 8, 2015, at 7:30 p.m.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen Pollard
Council	Gene H. Edmonds Michael Merrill Wayne Nunnally Frances Westbrook
Legal Counsel	Wesley Charlton
Zoning Administrator	Robert A. Hardesty

**Absent:**

Council	Jerry Latell
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The Mayor called the meeting to order and asked for a moment of silence.

**Public Comment:**

**Minutes and Treasurer's Report:**

Gene Edmonds asked about the differences in interest rates that the CD's are earning. The Community Partnership CD at the Bank of Lancaster is a 5 year CD that earns a higher rate than those at Chesapeake Bank. The treasurer will provide a report of the CD's, rates, and terms for the next meeting. Wayne Nunnally made a motion to approve the treasurer's report and the minutes. Mike Merrill seconded the motion. Vote – Yea: Edmonds, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

**Legal Counsel:**

Mr. Charlton said that he had discussed implementing a town real estate tax with Mr. Jim Cornwell, who is the county attorney, and who is in a firm that advises municipalities. Mr. Cornwell advised that when implementing a low rate of real estate tax to be sure that the amount to be collected is not consumed by the fee charged by the county to administer the tax collection.

The proposed property tax should be listed as Real Estate Tax.

Remuneration for Town Attorney: No decision was made about remuneration for the town attorney. Mr. Charlton said that litigation services would be separate from the counsel services provided by the town attorney.

**Zoning Administrator:**

Mr. Hardesty said that he has not found an engineer to examine the sidewalk depressions. The Mayor said that one of the depressions near the "Local" appears not quite so depressed. He asked Bob Hardesty to look at it. Someone from Verizon will come to look at the panels where the surrounding sidewalks appears to have sunken.

Mr. Hardesty said that he had sent a letter to the owners of the Gunther property. Their cedar trees, while not in the highway right of way, are obstructing the view. He said that he had sent letters to owners of properties with high grass.

**Committee Reports:**

Sitting area under North Commons Oak Tree: Mr. Merrill reported that the VIA has not selected a designer for the area. He will have a more comprehensive report next month.

Ornament for State Christmas Tree: Cheryl Mihills is working on the Christmas ornament that will be submitted to VML from the Town of Irvington

**Old Business:**

Irvington Plaque: It was the consensus to go back to Mr. Fleet for his help regarding the writing and researching for the Irvington Plaque.

**New Business:**

Christmas Decorations: Council members decided that they could put up decorations on Sunday, November 8, at 1:00 or 1:30 pm. Time and date will be confirmed with Mr. Elbourn.

Irvington Invitational Golf Tournament at the Tides Inn: Gene Edmonds made a motion to contribute \$300.00 for food at the Irvington Invitational Golf Tournament. Kathleen Pollard seconded the motion. Vote – Yea: Edmonds, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Signs and Grasscutting in Town: There was a brief discussion about illegal signs in town: the feather sign at the convenience store and the sign on the wagon at the vineyard. The consensus was that these signs need to be removed. Mr. Hardesty said that he had sent Mr. Patteson a letter about the grasscutting at the vineyard. This was followed by a brief discussion about enforcing the grasscutting ordinance. Mr. Edmonds asked if anyone had noticed the State Police driving slowly down his street (Old Mill Cove) today. No one had.

**Executive Session:**

Kathleen Pollard read the following motion to go into executive session: I hereby move that the town council of the Town of Irvington go into closed or executive session, to discuss or consider the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to *CODE OF VIRGINIA*, Section 2.2-3711(A)(3); and to discuss probable litigation, pursuant to *CODE OF VIRGINIA*, Section 2.2-3711 (A)(7). Gene Edmonds seconded the motion. Vote – Yea: Edmonds, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Mr. Pollard read the following motion: I move that there be a roll call or other recorded vote, to be included in the minutes of this meeting, certifying that (1) only public business matters lawfully exempt from public meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed session; and (2) only such public business as was identified in the motion to convene a closed session was heard, discussed or considered.

I, Kathleen Pollard, so certify.

I, Frances Westbrook, so certify.

I, Gene Edmonds, so certify.

I, Wayne Nunnally, so certify.

I, Michael Merrill, so certify.

I, Ralph D. Ransone, so certify.

**Adjournment:**

Gene Edmonds made a motion to adjourn the meeting. Wayne Nunnally stated that in the scheduled public meeting of October 19<sup>th</sup>, 2015, to inform the public about the proposed property tax, the property owners will ask for what purposes will the tax be used, the rates, and how much will be collected. Mr. Ransone said that he would like the council members to list uses for the property tax. Kathleen Pollard seconded the motion. The meeting was adjourned.

  
Ralph D. Ransone, Mayor

**Irvington Town Council  
Executive Session  
September 21, 2015**

The Irvington Town Council held an emergency executive session on September 21, 2015, at the Irvington Town Office, at 4:30 pm.

**Executive Session:**

Kathleen Pollard read the following motion: I hereby move that the Town Council of the Town of Irvington go into closed or executive session, to discuss with legal counsel a matter involving probable litigation, pursuant to the *CODE OF VIRGINIA*, SECTION 2.2-3711 (A)(7). Wayne Nunnally seconded the motion. Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Kathleen Pollard read the following motion for certification: "I move that there be a roll call or other recorded vote, to be included in the minutes of this meeting, certifying that (1) only public business matters lawfully exempt from public meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed session; and (2) only such public business as was identified in the motion to convene a closed session was heard, discussed or considered."


I, Kathleen Pollard, so certify.  
I, Frances Westbrook, so certify.  
I, Wayne Nunnally, so certify.  
I, Jerry Latell, so certify.  
I, Michael Merrill, so certify.  
I, Ralph D. Ransone, so certify.

Wes Charlton and Wayne Nunnally will talk with VML and the town will talk with VDOT.

Mr. Nunnally left the meeting.

**Adjournment:**

The meeting was adjourned.

  
Ralph D. Ransone, Mayor



**Irvington Town Council  
Regular and Public Meeting  
September 10, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office, on September 10, 2015, at 7:30 pm.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen F. Pollard
Council	Gene H. Edmonds Jerry Latell Mike Merrill Fran Westbrook
Legal Counsel	Wesley Charlton
Zoning Administrator	Robert A. Hardesty

**Absent:**

Council:	R. Wayne Nunnally
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**Guests:**

George Thomas – Commissioner of Revenue  
Hilda Page  
Joy Gwaltney

Mr. Ransone, the Mayor, called the meeting to order and asked for a moment of silence.

**Public Comment:**

Electrical Lines Transmission Towers across River: Hilda Page and Joy Gwaltney, from the No Towers.Org. were present to request the use of the Commons on October 31, 2015, from 12 pm to 4 pm., to hold a rally to garner support for opposing Dominion Virginia Power's plan to erect 10 steel towers beside the Norris Bridge to support lines for transmitting electrical power across the river. The opposition would like the lines to be buried under the bottom of the river. They will have food, music, and non alcoholic beverages at the rally. Iris Treacle will provide a certificate of insurance to the town. Gene Edmonds made a motion to allow them to use the Commons on that date. Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, and Westbrook. Nay- O. Ms. Page said that an appeal has been filed and an injunction is in the process. She said that they are asking the council members to be vocal in their opposition.

Irvington Property Tax: Mr. George Thomas, Commissioner of Revenue, was present to answer any questions that the council has regarding implementing a property tax in Irvington. He recommended that the discussion be done with the public. He said the following:

1. County will do the assessments.
2. County treasurer could collect the taxes. He does not know what she will charge to administer the tax.
3. Town would have to look at the charter to determine if an ordinance is necessary. He said they might do an enabling ordinance that will say billing will begin and come back and do an ordinance to establish the rate. He said that for every \$.01 imposed that it would generate \$17,000.00 He said he will know new amounts within two weeks. The rate can be established as late as June, 2016. The property owners will be taxed on what is owned January 1<sup>st</sup>, 2016, bill will be sent in October, and the tax bills are paid in December, The town could be receiving tax revenue as early as December, 2016. The tax year is the calendar year.
4. The town would need a public hearing following two published notices.

Flowers for Gene Edmonds' Father: Mr. Gene Edmonds thanked the council for the beautiful flowers that the council sent when his father died recently.

#### **Minutes and Treasurer's Report:**

Frances Westbrook made a motion to approve the minutes and treasurer's report and the motion was seconded by Jerry Latell. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

#### **Legal Counsel:**

The charter was not updated when Route 3 that went through Irvington, was changed to route 200 going through it. Wes Charlton said to correct that was a big process because it had to go through the General Assembly. He recommended that a committee be formed to review the charter to determine if there are no other errors before contacting the General Assembly. Robert Hardesty, the Mayor, Mike Merrill, and Wes Charlton will serve on the committee.

#### **Zoning Administrator:**

The sunken area on the northside of the sidewalk in front of the Brocante house, Mr. Hardesty said, are handholes. A professional engineer will check them.

Mr. and Mrs. Brent Marshall are having a pier built at 57 Westham Circle.

Mr. Alan Smith is having a pier built at 173 Virginia Road at the former Graham Property.

#### **Committee Reports:**

North Commons Development: Mr. Merrill reported that the VIA has approved \$1500.00 for the design and landscaping around the big oak tree. Mr. Merrill thinks that the roots that are on the ground surface need to be covered. Next they need to select a designer and talk with him or her.

### **Old Business:**

Property Tax: Gene Edmonds said the council needs to know what the Tides Inn is going to do. He thinks more will be known after the first of the year. The council decided to have an informational meeting for the public on October 19<sup>th</sup> at 7:00 pm, at the Baptist Church. He asked the council members to make a list of issues.

### **New Business:**

Appropriation for Triangle Trolley: Jerry Latell made a motion to approve the \$250.00 that was appropriated to the Triangle Trolley and Fran Westbrook seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

Constitution Week: The Mayor read part of the proclamation for Constitution Week and announced that he was signing it.

Irvington Plaque: Mr. Alexander Fleet was present at a previous council meeting to suggest that the town erect a plaque with the history of Irvington on it. It is the consensus of the council to begin working on the project. Mr. Hardesty, in investigating it, found that it would cost \$1630.00 plus installation costs.

Baptist Church Picnic: Gene Edmonds made a motion to approve the Baptist Church's use of the Commons for the use of a picnic on October 25th after their church service. Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

### **Executive Session:**

Frances Westbrook read the following motion: "I hereby move that the Town Council of the Town of Irvington go into closed or executive session, to discuss or consider the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to *CODE OF VIRGINIA*, Section 2.2-3711 (A)(3); and to discuss probable litigation, pursuant to *CODE OF VIRGINIA*, Section 2.2-3711 (A)(7).

Kathleen Pollard seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Pollard, and Westbrook. Nay: 0.

Frances Westbrook read the following motion for certification: I move that there be a roll call or other recorded vote, to be included in the minutes of this meeting, certifying that (1) only public business matters lawfully exempt from public meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed session; and (2) only such public business as was identified in the motion to convene a closed session was heard, discussed or considered.

I, Frances Westbrook, so certify.


I, Ralph D. Ransone, so certify.

I, Kathleen Pollard, so certify.  
I, Michael Merrill, so certify.  
I, Jerry Latell, so certify.  
I, Gene Edmonds, so certify.

There was no vote for any action following the executive session.

**Adjournment:**

The Irvington Town Council meeting was adjourned.

  
\_\_\_\_\_  
Ralph D. Ransone, Mayor

**Irvington Town Council  
Regular and Public Meeting  
August 14, 2015**

The Irvington Town Council held its regular and public meeting on August 13, 2015, at 7:30 pm, at the Irvington Town Office.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen F. Pollard
Council	Gene H. Edmonds Jerry Latell Michael Merrill R. Wayne Nunnally Frances E. Westbrook
Legal counsel	Wesley M. Charlton
Zoning Administrator	Robert A. Hardesty

The Mayor called the meeting to order and asked for a moment of silence.

**Public Comment:** None

**Minutes and Treasurer's Report:**

Wayne Nunnally made a motion to approve the minutes and the applicable treasurer's reports of June 11, 2015, Special Meeting – June 18, 2015, July 9, 2015 (no formal meeting, lack of quorum), and July 28, 2015, and Michael Merrill seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

**Legal Counsel:** None.

**Zoning Administrator:**

The zoning administrator announced that there are three replacement homes and one new home (Railway Road) being built in Irvington. Jacquelyn Brown is rebuilding her pier and raising it a foot.

Mr. Charlton said there has been no action on the property acquisition. There will be an executive session in September, during which time the issue will be discussed.



## **Committee Reports:**

Error in Charter: When the charter for the Town of Irvington was approved by the General Assembly, Rt. 3 (Irvington Road) went through Irvington, but that was changed and Rt. 200 (Irvington Road) goes through Irvington now. That route change was not updated in the charter. Mr. Merrill, in reading the charter in the newly codified ordinance book noted the error and requested that it be corrected. Mr. Charlton said that the town would need permission from the General Assembly as the charter is an act of the Assembly in Virginia, and he will research the procedure.

North Commons Development: The VIA has stated that they would like to develop a sitting area under the large oak tree on the North Commons area and this area would be enclosed by fencing. Mr. Latell, chairman of the committee, said that committee needs to determine the scope of the project and they will bring a plan to the council.

## **Old Business:**

Electricity to the Hope and Glory Carriage House: Dominion Virginia Power will replace the utility pole that is on the west side of the entrance to North Commons with a larger pole that has a transformer, run a line from it to the east side of the entrance and then bore under Chesapeake Drive to the carriage house on the Hope and Glory property. Dominion Power will need the town to sign a right away agreement to give them the right to cross under the entrance to the North Commons. Gene Edmonds made a motion to approve the agreement and Jerry Latell seconded the motion. Vote –Yea: Edmonds, Latell, Merrill, Nunnally Pollard, and Westbrook. Nay: 0. The Mayor will sign the agreement for the town.

## **New Business:**

Grasscutting: There were complaints about the grasscutting before the last market. Mr. Barksdale said that he was caught in the rain on Thursday when he tried to cut the grass, and when he came on Friday morning, the VIA was already setting up for the market. He was told to cut it on Saturday afternoon after the market. Consequently the grass was high for the market and it was difficult to find the holes for the poles during the setup. Thus, there were many complaints. In the future, he is to cut the grass either on Wednesday or Thursday before Saturday markets. When he is cutting around flower beds and the street, he should change directions so that the grass is thrown in and not into the beds or in the street respectively. Also Mr. Ransone is going to speak to a homeowner, whose grasscuttings were thrown in the street rather than inward when he cut the grass.

Lawn Pro: The grass has regrown in the sidewalk/gutter cracks. Lawn Pro should make two passes when the grass is high. Mr. Lowery should make a general overhaul of the streets and gutters before the concert on August 25<sup>th</sup>.

Speeding on King Carter Drive: There have been complaints about speeding on King Carter Drive. A resident in the Mad Calf area suggested that a mirror might be posted. David Brown, who is



the administrator with VDOT, said that VDOT is not in the mirror installation business because of the liability. No action taken on the mirror suggestion.

Visibility in Town: The Ehrings, who live on the corner at Mad Calf Lane, have cut their magnolia tree and shrubbery and the visibility is much better. Mr. Ransone said that the VDOT supervisor said that he was going to try to cut the cedars back at triangle curve.

Sidewalks: Mr. Merrill said that a sidewalk segment in or near the Brocante House has sunken. Mr. Hardesty will check with Verizon and Dominion Power. Also the sidewalk in front of the Methodist Church near the King Carter entrance to the church is in poor shape. Mr. Charlton will research whose responsibility it would be and the issue of public vs private will be on the September agenda.

Computer Contract: Wayne Nunnally made a motion to renew the Computer Wizard contract for one computer— Mr. Hardesty and renew the Geek Squad contract for Mrs. Burrell's computer. Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Air Force Concert Dinner Contribution: Wayne Nunnally made a motion to contribute \$700.00 to the Air Force Band dinner and Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Chamber of Commerce Ad: No action.

#### **Council Roundtable:**

Support for Opposition to the Dominion Virginia Power's Ten New Steel Towers to transmit power across the Rappahannock River: Currently the transmission lines are carried on attachments from the bridge. Dominion Virginia Power has applied to Virginia Marine Resources for permission to erect towers to transmit the power on lines supported by ten towers that can reach up to 180 feet which is higher than the bridge. These towers would be erected 100 feet east of the bridge. VMRC has approved the permit application. Wayne Nunnally made a motion that the Mayor write a letter to the supervisors and the editor of the paper supporting opposition to the towers to be erected and the lines be placed underground under the river.

Agenda for September: Property acquisition and Property tax for Irvington residents will be on the agenda for September.

#### **Adjournment:**

Kathleen Pollard made a motion to adjourn the meeting and Fran Westbrook seconded the motion.



Ralph D. Ransone, Mayor

**Irvington Town Council**  
**Special Meeting**  
**July 28, 2015**  
(Minutes Written from Tape Recordings)

The Irvington Town Council held a special meeting on July 28, 2015, for the purpose of considering the request by Chesapeake Academy to hold a raffle with its Oyster Festival in October, and consider whether or not to request that VDOT modify the sidewalk plan part of their plans for safety improvements to the north side of the intersection of Rt. 200 (Irvington Road) and Rt. 634 (King Carter Drive). Mr. Dorsey, owner of the Mount Hope, L.L.C. complex, requested the modification because of his beds with plantings and signs, one of which is lighted, in front of his complex and the loss of parking places. The special meeting was advertised with a legal notice in the Rappahannock Record and a posted notice on the town office door and in the Irvington Post Office.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen Pollard
Council	Gene Edmonds Jerry Latell Michael Merrill R. Wayne Nunnally Frances E. Westbrook
Legal Counsel	Wesley M. Charlton

**Absent:**

Zoning Administrator	Robert A. Hardesty
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**Guests:**

Mr. David Brown, VDOT Administrator for the Northern Neck  
Project Manager for VDOT improvements In Irvington  
VDOT Representative for Right of Ways  
Mr. Lee Stephens, Attorney for Mr. Doug Dorsey  
Mr. Dean Dort, attorney with Stephens Law

Mr. Ransone, the Mayor, called the special meeting to order.

### Chesapeake Academy Raffle:

Wayne Nunnally made a motion to approve the request for a raffle by Chesapeake Academy to be held during its Oyster Festival in October. Gene Edmonds seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

### Request to change sidewalk plan in VDOT's plans for safety Improvements:

In the town council meeting of July 9, 2015, Mr. Stephens and Mr. Dort, representing Mr. Doug Dorsey, were present to request that VDOT modify its plans regarding the sidewalk in front of the Mount Hope, L.L.C. when they are making the safety improvements that include a sidewalk on the north side of the Intersection of Rt. 200 and Rt. 634. Mr. Stephens expressing the wishes of his client said Mr. Dorsey would like the sidewalk not to be extended in the front of his business and to end it at the east end of the post office parking lot. VDOT has asked the town to make a decision. The council could not make a decision at the July 9, 2015 meeting because it did not have a quorum of council members present. Mr. Dorsey considers the beds and plantings contribute to the beautification of the town in that they are near the entrance to the historic district on Rt. 200 and to eliminate the sidewalk from the plan would save taxpayer dollars. He feels that putting in a sidewalk with breaks in it to accommodate driveways would look like a "Halloween pumpkin with missing teeth" and would result in his losing some much needed parking spaces in front of his buildings. Mr. Stephens said that Mr. Dorsey had previously stated his views in a letter to the editor of the Rappahannock Record and on a card completed for VDOT.

Mr. Brown said that it is VDOT's recommendation to stay with the plan as it would give a sidewalk continuity from Mr. Christopher's building/Michell's Signs to the convenience store and provide a safe place to walk without having to weave in and out of the parking lot. The bumpouts in the street would serve to calm traffic. He said that they had made adjustments and accommodations in their plan not to disturb the raised brick planting bed. The owner will be responsible for the cost of redoing the electricity for the lighted sign. He said that the town was given a choice of having plantings in the bumpouts or stamped pavers. One of the VDOT representatives said that Mount Hope would not lose a parking spot. Mr. Brown said that this project is funded under the Highway Safety and Improvements. If the town deviates from the plan, then the project could be lost. If the plan has to be redesigned, that would change specifications and the timeline for the project. To eliminate the sidewalk, would not save dollars because the bulk of the project cost is in the design and upfront costs such as right of way acquisitions. Part of the beds are in the right of way. VDOT has made accommodations in moving the sidewalk behind the raised bed.

Mr. Nunnally said it was much easier to get the project through now, and then beautify later. Michael Merrill wanted to move on the project. Mr. Ransone said that VDOT is allowing them to save the raised bed and maybe Mr. Dorsey will give a little.

Gene Edmonds made a motion to accept VDOT's recommendation Wayne Nunnally seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

**Council Roundtable:**

Although the council could not act on the Hope and Glory's request for a pole on the town property to provide power to the new carriage house at the rear of the property, Mr. Ransone and Mrs. Pollard have talked with Virginia Dominion Power and Mr. Patteson and Mr. Crockett from the Methodist Church, Mr. Ransone wanted to inform the council and get a consensus from the council. The plan is that the existing pole at the North Commons entrance will be replaced by a larger pole with a transformer and then the line to the Pattesons will go under the entrance to the North Commons and then under Chesapeake Drive from the east side of the North Commons entrance to the Pattesons. Dominion Virginia Power will draw up the agreement to give Dominion Virginia Power a right to way and the council will act on the request at the next meeting.

**Adjournment:**

The meeting was adjourned.



Ralph D. Ransone, Mayor

**Irvington Town Council  
Regular and Public Meeting  
July 9, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office on July 9, 2015, at 7:30 p.m. A quorum of council members was not present; therefore, no business could be conducted.

**Present:**

Mayor	Ralph D. Ransone
Vice- Mayor	Kathleen F. Pollard
Council	Michael Merrill R. Wayne Nunnally
Zoning Administrator	Robert A. Hardesty

**Absent:**

Council	Gene Edmonds Jerry Latell Frances E. Westbrook
Legal Counsel	Wesley M. Charlton

**Guests:**

David Brown - VDOT Administrator for the Northern Neck  
Lee Stephens – Attorney for Select Properties  
Dean Dort –Attorney for Select Properties

The Mayor called the meeting to order and announced that a quorum was not present; therefore, no business could be conducted.

**Public Comment:**

Mr. Lee Stephens, who is a tenant at the Select Properties building (Mt. Hope, LLC) and an attorney for Mr. Doug Dorsey, was present to request a modification of the proposed VDOT construction on the north side of the curve at the intersection of Irvington Road and King Carter. VDOT has proposed adding a sidewalk on the north side and a crosswalk with bumpouts (traffic calming) in front of the post office to make it easier to traverse for both pedestrians and drivers. In front of Select Properties is an elevated planter with vegetation and a lighted sign. The parking is limited in front of the



buildings. VDOT has stated that they can leave the raised planter in place if they can have an easement behind it for the sidewalk. This would result in loss of parking spaces for the tenants and/or visitors to the businesses in the three buildings of the complex. On the date of this meeting Mr. Stephens and Mr. Dort had met with VDOT representatives to ask for a modification of the plan. Representatives of Mt. Hope have suggested that the sidewalk end at the east end of the Post Office parking lot, where the driveway to the Gaskins home is located. Mr. Stephens said that Mr. Dorsey considers that these planting areas contribute to the beautification of the town. VDOT wants the town to make a decision. No decision could be made with the lack of a quorum. Mr. Stephens said that the survey in the earlier 2000's did not show an encroachment in the right of way, but a later survey did.

A special meeting will be called for later in the month to discuss this request by Select Properties to modify the VDOT plan at this site and to consider the raffle application from Chesapeake Academy for their fall Oyster Roast.

**Minutes and Treasurer's Report:** Could not act on them. The staff was complimented on the parade.

**Zoning Administrator:**

**Legal Counsel:** Absent.

**Old Business:**

**New Business:**

Request for Raffle Permit will be handled at the special meeting. Mrs. Pollard mentioned that Chesapeake Academy's signs for the October oyster festival were already posted.

Mr. Merrill mentioned the small tree nestled under the oak tree and to make the area attractive, he thinks it should be eliminated. No decision made.

Mr. Hardesty mentioned that the resident at left side of Edgewood Drive (last house), has a problem with people turning around in this driveway and, at one point, he put cones across the street. Mr. Hardesty said that he told him he could not put cones across the street, so he put them to the side of the street. There is a lot belonging to someone else at the end of the street. There is no cul de sac at the end of the street.

**Adjournment:**

Wayne Nunnally made a motion to adjourn the meeting and Kathleen Pollard seconded the motion.

  
Ralph D. Ransone, Mayor



**Irvington Town Council  
Special Meeting – Public Hearing -2<sup>nd</sup> Reading of Proposed 2015-2016 Budget  
June 18, 2015**

The Irvington Town Council held a special meeting on June 18, 2015, at 7:30 pm, at the town office for the purpose of a public hearing to have a second reading of the proposed 2015-2016 budget and to vote on it.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen F. Pollard
Council	Gene Edmonds Jerry Latell Michael Merrill R. Wayne Nunnally Frances E. Westbrook
Zoning Administrator	Robert Hardesty

**Absent:**

Legal Counsel	Wesley Charlton
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**Call To Order:**

The Mayor called the meeting to order and led the group in a moment of silence.

**Public Hearing:**

Wayne Nunnally made a motion to go into public hearing and Kathleen Pollard seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

There was no public present to make any comments about the budget.

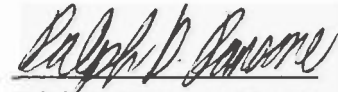
Gene Edmonds made a motion to come out of public hearing and Wayne Nunnally seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

**Vote on Budget:**

Wayne Nunnally made a motion to accept the budget and Jerry Latell seconded the motion.  
Vote: Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

**Adjournment:**

Wayne Nunnally made a motion to adjourn the meeting and Jerry Latell seconded the motion.  
Vote – Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0. The meeting was adjourned at 7:32 pm.

  
Ralph D. Ransone, Mayor

Code of Virginia Title 15.2 - Counties, Cities and Towns Chapter 25 - Budgets, Audits and Reports §15.2-2504. What budget to Show	Appropriated for the Preceding Year (July 1, 2013 - June 30, 2014)	Received or Expended the Preceding Year (July 1, 2013 - June 30, 2014)	Appropriated for the Current Year (July 1, 2014 - June 30, 2015)	Appropriated for Next Year (July 1, 2015 - June 30, 2016)	Comparisons of Budgets for Next Year vs. Current Year
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\$0

Revenue	\$105,297	\$119,395	\$114,024	\$121,062	\$7,038
Occupancy Tax	\$59,784	\$63,629	\$62,500	\$67,500	\$5,000
Sales Tax	\$22,341	\$29,349	\$26,500	\$27,928	\$1,428
Auto Tags	\$9,678	\$9,792	\$9,500	\$9,800	\$300
Bank Franchise	\$8,400	\$12,167	\$11,344	\$11,555	\$211
Cable TV/ Communications	\$3,664	\$2,472	\$2,450	\$2,500	\$50
Zoning Permits	\$700	\$1,040	\$1,000	\$500	(\$500)
Ground Rent	\$600	\$837	\$600	\$600	\$0
Miscellaneous & Other Income	\$100	\$87	\$100	\$204	\$104
Interest Income	\$30	\$22	\$30	\$475	\$445

% of Revenue
56%
23%
8%
10%
2%
0%
0%
0%
0%
100%

Operating Expenses	\$84,933	\$79,657	\$88,360	\$99,691	\$11,331
Gross Wages	\$39,540	\$36,895	\$41,122	\$41,447	\$325
Payroll Associated Taxes	\$3,195	\$2,854	\$3,323	\$2,954	(\$369)
Town Utilities	\$11,723	\$11,989	\$12,500	\$11,940	(\$560)
Town Maintenance	\$11,366	\$7,978	\$8,415	\$10,500	\$2,085
Office Expenses	\$7,363	\$7,888	\$6,300	\$8,000	\$1,700
VML Associated Expenses	\$4,586	\$4,842	\$5,500	\$4,500	(\$1,000)
Codification/Maintenance of Ordinances	\$3,000	\$2,460	\$6,150	\$500	(\$5,650)
Rapp Record Public Notices	\$1,600	\$1,983	\$2,200	\$2,000	(\$200)
Disaster Preparedness	\$500	\$226	\$500	\$0	(\$500)
Professional Services	\$300	\$150	\$300	\$300	\$0
Miscellaneous Expenses	\$300	\$796	\$500	\$1,000	\$500
Auto Tags	\$0	\$0	\$50	\$50	\$0
Municipal Audit	\$0	\$0	\$0	\$0	\$0
Comprehensive Plan Review	\$0	\$0	\$1,500	\$15,000	\$13,500
Election Expenses	\$1,460	\$1,596	\$0	\$1,500	\$1,500

% of Category	% of Expenses
41.58%	34.24%
2.96%	2.44%
11.98%	9.86%
10.53%	8.67%
8.02%	6.61%
4.51%	3.72%
0.50%	0.41%
2.01%	1.65%
0.00%	0.00%
0.30%	0.25%
1.00%	0.83%
0.05%	0.04%
0.00%	0.00%
15.05%	12.39%
1.50%	1.24%
100%	82.35%

Community Support and Tourism Promotion	\$17,550	\$21,437	\$18,850	\$21,371	\$2,521	% of Category	% of Expenses
Community Events	\$9,300	\$10,078	\$10,000	\$12,500	\$2,500	58.49%	10.33%
Website Technical Support	\$2,500	\$3,859	\$2,500	\$2,100	(\$400)	9.83%	1.73%
Fire Department	\$1,800	\$1,800	\$1,800	\$1,800	\$0	8.42%	1.49%
Wi-Fi	\$1,100	\$3,100	\$1,100	\$1,200	\$100	5.62%	0.99%
Misc. Community Support	\$625	\$550	\$325	\$1,146	\$821	5.36%	0.95%
Steamboat Era Museum	\$500	\$500	\$1,200	\$1,200	\$0	5.62%	0.99%
Christmas Parade & Tree Lighting	\$500	\$500	\$500	\$0	(\$500)	0.00%	0.00%
Mayor's Discretionary Fund	\$325	\$0	\$325	\$325	\$0	1.52%	0.27%
Rescue Squad	\$300	\$300	\$300	\$300	\$0	1.40%	0.25%
Lancaster Community Library	\$250	\$500	\$250	\$250	\$0	1.17%	0.21%
Trolley	\$250	\$250	\$250	\$250	\$0	1.17%	0.21%
Maintenance Code Enforcement	\$100	\$0	\$0	\$0	\$0	0.00%	0.00%
Irvington Open Golf Tourney	\$0	\$0	\$300	\$300	\$0	1.40%	0.25%
						100.00%	17.65%

§ 15.2-2505. Any locality may include in its budget a reasonable reserve for contingencies and capital improvements.

Dedicated Capital Improvements	\$2,815	\$2,284	\$6,814	\$0	(\$6,814)	% of Category	% of Expenses
Christmas Tree Electrical Upgrade	\$0	\$1,798	\$0	\$0	\$0	0.00%	0%
Air Conditioner for Office	\$0	\$486	\$0	\$0	\$0	0.00%	0%
CD: Future improvements to Town Property	\$2,815	\$0	\$6,814	\$0	(\$6,814)	100.00%	0%

Total Revenue	\$105,297	\$119,395	\$114,024	\$121,062
Total Expenditures	\$105,298	\$103,378	\$114,024	\$121,062
	(\$1)	\$16,017	\$0	\$0

**Irvington Town Council  
Regular and Public Meeting  
June 11, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office on June 11, 2015, at 7:30 pm.

**Present:**

Mayor	Ralph D. Ransone
Vice Mayor	Kathleen F. Pollard
Council	Gene Edmonds Jerry Latell Michael Merrill R. Wayne Nunnally Fran Westbrook
Zoning Administrator	Robert A. Hardesty

**Absent:**

Legal Counsel	Wesley Charlton
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**Guests/Visitors**

Alexander McD. Fleet  
Dudley Patteson  
Eric Nost & Barbara Brecher – Steamboat Era Museum

The Mayor called the meeting to order and asked for a moment of silence.

**Public Comment:**

Irvington Plaque: Alexander McD. Fleet was present to ask the council to consider placing one of the historical plaques in Irvington, perhaps at the intersection of the Rt. 200 (Irvington Road) and Rt. 634 (King Carter Drive), recognizing the historical significance of Irvington as he said that many do know the history of Irvington. He suggested that Steven Reiss and Lee Williams might be able to help with the history of Irvington. The Mayor said that the council would take the request under advisement. Robert Hardesty could contact Carroll Lee Ashburn of the Kilmarnock Museum as he has obtained a plaque recognizing Dr. Norris.



Steamboat Era Museum: Eric Nost and Barbara Brecher were present to give a “state of the union” of the museum. The museum will have its major fundraiser in August and they have requested sponsorships for the event. He said that the museum pays big dividends for the community in that it contributes to economic vitality of the community, boosts tourism, and provides a resource for educational research on the steamboat era. The museum underwent a facelift last year and has new exhibits, among which is one depicting the timeline of the construction of a steamboat. It has a new logo. Another successful fundraising event was the holiday marketplace. It has been a good year for the museum despite HVAC problems. The museum is now charging admission. The museum is open more days a week. He listed new activities of the museum and the big new goal of raising money to renovate the Pilot House and moving it into the exhibit room. This major project has a target completion date of 2017. The museum is recognized as Number 3 of the three best museums in Eastern Virginia in the contest sponsored by the Virginia Living Magazine. The two museums ranking ahead of the Steamboat Era Museum are Colonial Williamsburg and Mariners’ Museum in Newport News, Virginia. The museum has published two books this year. He closed by encouraging council members to attend the Fourth annual Crab Festival. Gene Edmonds wanted to know if the town returned the tickets that it would receive as a sponsor, could they be used fundraising. The reply was “yes.” The Mayor said that all the tickets that the town would receive would be returned to the museum for fundraising.

Dudley Patteson: Power to his Carriage House: Mr. Patteson, who is building a carriage house at the rear of his property, was present to request that the town grant permission for an utility pole with a transformer to be placed on the town property west of the tennis courts on the narrow strip of land between the courts and the shoulder of Tavern Road. He said this location had been selected by the Dominion Power designer. He said the town would need to sign an easement to allow the line to go under the street. VDOT will need to be involved. Fran Westbrook asked if they could use the existing pole that was at the west end of their property. Mr. Patteson said they will pay for the cost of boring under the street for the cable. It was the consensus of the council that they need more time to explore the best location of the pole/transformer. Mr. Hardesty will work on the project.

#### **Public Hearing:**

Proposed 2015-2016 Budget: Wayne Nunnally made a motion to go into a public hearing for the budget and Gene Edmonds seconded the motion. Vote –Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0. Audrey Thomasson, the reporter from the Record, asked how did the “in and out” Chesapeake Academy budget item go off the budget. The reply was they took it off. There was no other public comment and Kathleen Pollard made a motion to come out of the public hearing. Wayne Nunnally seconded the motion. Vote –Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Discussion: Mr. Merrill said that the VIA wants to contribute to the fence to fence an area under the large oak tree on North Commons. He has an estimate of \$2000.00. A suggestion would be to use rip rap to protect the guide wires for the nearby pole beside the entrance to the area. Mr. Merrill said who would fund it to make it a gathering place. Mr. Nunnally said that he could see it turning into a

trash area. The Mayor suggested that they bring in a cost study with a design. The metal crab statue at the Kilmarnock playground was mentioned.

#### **Minutes and Treasurer's Report:**

Jerry Latell made a motion to approve the minutes and treasurer's report and Fran Westbrook seconded the motion. Vote –Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

#### **Zoning Administrator:**

Water collecting at end of King Carter Drive: Mr. Hardesty said that at the end of King Carter Drive, where the Tottens live, VDOT has done elevation studies to determine the route of the drainage problem. Water collects at the front of their property by the road as well as collecting in other yards and ditches in that area.

Hornung Property: The Hornungs, who have a home at 26 Steamboat Road, have a trailer behind their home. A former owner of that property had a mother living in the trailer. The Hornungs own a total acreage of 1.26 acres. They have kept the trailer to preserve the footprint. He says at one time, it was considered two pieces of property, but is now listed as one piece of property. They would like for it to be two parcels and will tear down the trailer if it can be listed as two pieces of property. The town attorney will have to research the problem.

**Legal Counsel:** Absent.

#### **Planning Commission Report:**

Mike Merrill reported that the Planning Commission discussed the Planning Commission Bylaws which will be reviewed and a draft of revisions will be presented at the next meeting of the Commission.

#### **Committee Reports:**

Street Flags: There are new flags. The old flags will be destroyed in Kilmarnock at the flag destroying ceremony.

Weeds at Chrismart: Wayne Nunnally said he had asked that the weeds be cleaned at Chrismart.

StreetLights: Ralph Higgins has donated some decorative street lights that are in storage.

Street Banners. One of the street banners is missing. The clerk has found that to order one banner is costly. (Banner was found the week following the meeting.)

Comprehensive Plan: Michael Merrill has received an 18 page draft from the firm that bought K.W.Poore's firm which did the 2007 Comprehensive Plan revision. Mr. Merrill said the town will need

to publish a RFP to obtain other bids. He thinks that the town should purchase one or two copies of the Virginia Procurement Act as the rules differ for towns seeking professional services.

**New Business:**

Gene Edmonds made a motion to approve the following annual appropriations:

White Stone Volunteer Fire Department - \$1200.00

Kilmarnock Volunteer Fire Department - \$600.00

Lancaster Community Library - \$250.00

Boys & Girls Club - \$250.00

Lancaster-Kilmarnock Rescue Squad - \$300.00

Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

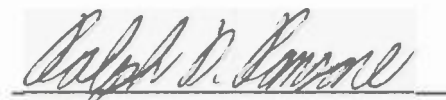
**Council Roundtable:**

Thru Truck Traffic: David Brown has a procedure to block truck traffic through the town. The town would have to hold a public hearing. Mr. Nunnally said that he thought Mr. Pleva, the county administrator, has to initiate the process. The process of getting a sidewalk and crosswalk in the vicinity of the post office is in process. Mike Merrill said to look under VDOT website for information.

**Executive Session:** Postponed to another meeting when more information is available.

**North Commons:** Fran Westbrook wants The North Commons Committee to meet.

**Adjournment:** The meeting was adjourned until the 2<sup>nd</sup> reading public hearing for the Proposed 2015-2016 Budget.



Ralph D. Ransone, Mayor

**Irvington Town Council**  
**Special Meeting-Public Hearing -2<sup>nd</sup> Reading of Amendment of B-1 Business Ordinance**  
**May 26, 2015**

The Irvington Town Council held a public hearing on May 26, 2015, at 7:30 pm for the purpose of having a second reading of the proposed amendment to the Irvington Business District Ordinance.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen F. Pollard
Council	Gene H. Edmonds Jerry Latell Michael Merrill R. Wayne Nunnally Frances E. Westbrook
Legal Counsel	Wesley M. Charlton
Zoning Administrator	Robert A. Hardesty

**Guests/Visitors**

Norm & Jan Mosher	Jane Wells	Bob Morrison
Samantha Van Saun	Cary Schneider	Albert Pollard
Brenda & Wesley Hall	Dean Dort	Gordon Slatford
Carolyn Hall Elliott	Bonnie Schaschek	

**Public Hearing: 2<sup>nd</sup> Reading for Amendment to the Business Ordinance to allow Hotel/Condominiums on 20 acre parcels in B-1 Zoning:**

Kathleen Pollard made a motion to go into a public hearing and Gene Edmonds seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Norm Mosher stated that in January, at the informational public meeting, it was stated that from his house he would see open space, gardens, and perhaps a vineyard. At the May 14<sup>th</sup> public hearing, the concept drawing indicated that the same area would be a parking lot. When he questioned the change, he was told that the plan could change. He reminded council that the council has control now as stakeholders, but that the executives of the Tides owe their loyalty to the stockholders and the bottom line. He does not think that the town has been given enough information. He questioned what would the new number of employees do to the traffic situation. He urged the council to postpone the vote until they receive more information. Albert Pollard asked if the Tides Inn submits a plan for a CUP



and then later deviates from the plan, must they go back for another CUP permit? Mr. Charlton, the town attorney, said that they cannot deviate from the plan that they present for the CUP.

Wesley Hall said that Lancaster Road is not wide enough for two-way traffic. If the ingress and egress from the proposed parking lot for employees is on Lancaster Road, then there would be the noise from the traffic and maybe boom boxes playing heard in the Lancaster Road area. Jan Mosher noted that the parking lot as it appears on the current drawing is opposite her house and with shift employees, the noise and traffic could be a neighborhood nuisance.

Carolyn Elliott said if the employee parking lot is left as it is on her side, then come to her house and hear what she hears at night from her house – boom boxes and talking.

Gordon Slatford reminded the residents that the first plan may not be the final plan.

Wayne Nunnally made a motion to come out of the public hearing and Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

#### **Discussion and Vote:**

Kathleen Pollard said that the Tides Inn cannot exist as it is. It must go forward. Gene Edmonds said that this is just a drawing and vision.

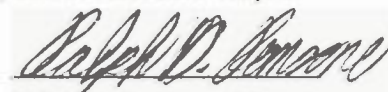
Mr. Charlton said that under the existing Business Ordinance, The Tides Inn can do everything they want except for the condominiums. This is an amendment to allow them to have the condominiums. Norm Mosher does not want the parking lot in the proposed location. The Mayor says that he hears the same noise that they do and it sometimes will wake him.

Wayne Nunnally made a motion to approve the amendment and Michael Merrill seconded the motion. Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0. Abstain: Edmonds, who contracts with the Tides Inn and works for them.

Michael Merrill had praise for the improvements that they have made. He said that he was optimistic.

#### **Adjournment:**

Wayne Nunnally made a motion to adjourn the meeting. Kathleen Pollard seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.



Ralph D. Ransone, Mayor



## ***BUSINESS DISTRICT B-1***

### **§ 154.085 STATEMENT OF INTENT.**

(A) Generally, this district covers that portion of the community intended for the conduct of general business to which the public requires direct and frequent access.

(B) This includes such uses as retail stores, banks, theatres, business offices, newspaper offices, restaurants and public buildings.  
(Ord. passed 9-12-2013)

### **§ 154.086 USE REGULATIONS.**

(A) All uses allowed in R-1 and R-2 Districts are permitted.

(B) In addition, all of the following are allowed with a conditional use permit:

1. Retail food stores that sell gasoline;
2. Bakeries;
3. Dry cleaners;
4. Laundries;
5. Wearing apparel stores;
6. Drug stores;
7. Post offices, county offices, town offices and other similar public uses;
8. Barber and beauty shops;
9. Theatres, assembly halls;
10. Hotels, motels, inns, rooming and boarding houses, tourist homes;
11. Hotel condominium units, as long as the specific additional following conditions are met:
  - i. The parcel of property on which the hotel condominium units are to be built must have a minimum acreage of 20 acres,
  - ii. The hotel business comprised, in part, of condominium hotel units shall be subject to an overall Floor Area Ratio (FAR) of .3, with reference to the entire real estate parcel upon which the condominium units are constructed. In measuring compliance with that FAR, the floor area of

all hotel buildings, including but not limited to the condominium hotel units, shall be aggregated,

- iii. Home Owner Association(s) shall include all hotel condominium units, whether attached or detached, and shall be established prior to occupancy of the property and maintained throughout the life of its permitted use,
- iv. All applicable federal, state, county and local statutes, ordinances and regulations must be strictly complied with,
- v. A central sewage/waste water system approved by the VDEQ and/or Virginia Department of Health, shall be established by the owner/operator prior to occupancy of the property and maintained throughout the life of its permitted use by the owner/operator,
- vi. All utility transmission lines shall be underground, and
- vii. A Certificate of Occupancy (C.O.) shall be obtained from Lancaster County prior to the commencement of the intended use of specific buildings subject to a C.O. requirement. A copy of each C.O. shall be furnished to the Town's Zoning Administrator;

12. Office buildings, newspaper offices and banks;

13. Churches;

14. Libraries;

15. Marina, boat and yacht sales and service agencies;

16. Service stations (with major repair under cover);

17. Clubs and lodges;

18. Plumbing and electrical supply (with storage under cover);

19. Furniture stores; and

20. Restaurants whether service or not serving alcoholic beverages. Off-street parking as required by this chapter.  
(Ord. passed 9-12-2013)

#### **§ 154.087     AREA REGULATIONS.**

None, except as required by the County Health Official.

all hotel buildings, including but not limited to the condominium hotel units, shall be aggregated,

- iii. Home Owner Association(s) shall include all hotel condominium units, whether attached or detached, and shall be established prior to occupancy of the property and maintained throughout the life of its permitted use,
- iv. All applicable federal, state, county and local statutes, ordinances and regulations must be strictly complied with,
- v. A central sewage/waste water system approved by the VDEQ and/or Virginia Department of Health, shall be established by the owner/operator prior to occupancy of the property and maintained throughout the life of its permitted use by the owner/operator,
- vi. All utility transmission lines shall be underground, and
- vii. A Certificate of Occupancy (C.O.) shall be obtained from Lancaster County prior to the commencement of the intended use of specific buildings subject to a C.O. requirement. A copy of each C.O. shall be furnished to the Town's Zoning Administrator;

12. Office buildings, newspaper offices and banks;

13. Churches;

14. Libraries;

15. Marina, boat and yacht sales and service agencies;

16. Service stations (with major repair under cover);

17. Clubs and lodges;

18. Plumbing and electrical supply (with storage under cover);

19. Furniture stores; and

20. Restaurants whether service or not serving alcoholic beverages. Off-street parking as required by this chapter.  
(Ord. passed 9-12-2013)

#### **§ 154.087 AREA REGULATIONS.**

None, except as required by the County Health Official.

(Ord. passed 9-12-2013)

**§154.088 FRONTAGE AND YARD REGULATIONS.**

(A) Structures shall be located 25 feet or more from any public street right-of-way.

(B) Structures shall be located ten feet or more as measured from the closest point of a structure to the nearest side or rear property line or to the edge of any private right-of-way.

(C) (1) For permitted uses, the minimum side yard or rear yard adjoining or adjacent to a residential district shall be 35 feet and off-street parking shall be in accordance with the provisions contained herein.

(2) The Planning Commission and Town Council may increase side and rear yard requirements and impose landscape design requirements as needed for buffer area screening for adjacent residential properties.

(Ord. passed 9-12-20134)

**§ 154.089 HEIGHT REGULATIONS.**

(A) Buildings may be erected no more than 45 feet in height from local median grade.

(B) (1) Church spires, belfries, monuments, cooling towers, municipal water towers, chimneys, flues, flag poles, television antennas and radio aerials are exempt.

(2) Parapet walls may be up to four feet above the height of the building on which the walls rest.

(Ord. passed 9-12-2013)

**§ 154.090 REQUIREMENTS FOR PERMITTED USES.**

(A) (1) Before a zoning permit shall be issued or construction commenced or any permit is issued for a new or expanded use, detailed site plans in sufficient detail to show the operations and process including nonconforming uses and aspects shall be submitted to the Zoning Administrator for study.

(2) Modification of the plans may be required.

(B) (1) Landscaping may be required within any established or required front setback area.

(2) The plans and execution must take into consideration traffic hazards and shall be approved by the Zoning Administrator.

(C) (1) Sufficient area shall be provided:

a. To Adequately screen permitted uses from adjacent business and residential districts; and

b. For off-street parking of vehicles incidental to the business, its employees and clients.

#### **§ 154.091      EROSION AND SEDIMENT CONTROL.**

(A) No person, firm or corporation, during construction of a house, building or any other structure or during any grading or excavation, shall permit erosion or runoff of sediment, mud, dirt or other debris into creeks, streams or on streets, road or abutting property.

(B) Grading and seeding or other preventative measures or control thereof shall be taken to prevent any such erosion or runoff as determined by the Administrator and in accordance with the county erosion and sediment control ordinance.

#### **§154.092      LIGHTING REGULATIONS.**

Any exterior light or lights, except street and public lights, shall be so arranged to reflect light away from the adjoining premises in residential districts.

#### **§154.093      AMENDMENT TO CODE.**

Pursuant to the Code of Virginia, 1950, as amended, § 15.2-1427, and the Code of Irvington, 1961, as amended, § 190.1, this section hereby revokes the Code of Irvington, 2014, as amended, §§ 154.085 – 154.092.



Definition of a Hotel Condominium Unit to be added to "§ 154.004 Definitions" of the Zoning Ordinance of the Zoning Ordinance.

**HOTEL CONDOMINIUM UNIT.** A unit in a hotel, or that is associated with a hotel, that is legally a condominium but is operated in association with other such units as a hotel that maintains a front desk. The buyer of the hotel condominium unit gets a deed to a property, allowing the sale or transfer of the unit as well as tax and real estate appreciation benefits. When using the unit, the owner has access to all of the amenities of the hotel. When not in use by the owner, the unit can be available to rent through the hotel's rental program. The hotel operator manages the hotel and the hotel's rental program, markets the units, takes reservations, operates the front desk, maintains the property, and provides the services hotel guest expect such as housekeeping, food and beverage, and concierge.

Approved May 26, 2015  
Jacqueline H. Burrell, Clerk of Council

Norm Mosher asked about FAR and Jim Bidwell explained how the term related to the proposed development at the Tides Inn. It was explained that it is the ratio of square feet of the developed property (under roof) to the total square feet of the property. In addition he said that there are 250 jobs at the Tides Inn and this proposed development will bring 275 new jobs in Lancaster County. The winter unemployment rate is 11% and the summer unemployment rate is 6%. With the revenue that they will bring in, Mr. Bidwell said that it will eliminate the need for a property tax in Irvington.

Mrs. Carolyn Elliott, the adjacent property owner to the west of the Tides Inn, asked how will adjacent property owners be protected. Mr. Charlton said that there are the current ordinances, setback requirements, certain amount of greenery between houses, and compliance with all applicable ordinances, homeowners' association, and the owners must apply for CUP permits, which can provide more specific rules. If she has more concerns that they are not complying, then there is the town, town attorney, and building inspector.

Jeremy Taylor said he wanted to address the enforcement written into the Ordinance. He thinks this proposed development should be a PUD. He was told that the ordinance could be enforced as it is a B-1 ordinance.

Bob Barrack commented on the traffic, saying King Carter Drive was the only way to the Tides Inn. He asked that the zoning ordinance not be changed on the big parcels. Mr. Charlton said that this zoning could be applied only when there are 20 acres that could be zoned business, but there must be a hotel with it.

Jimmy Robertson asked if there is a guarantee if it does not work. He was told that the Tides Inn could do what they wanted. He asked how were they going to handle parking and if there would be a separate entrance for the employees. He said that Lancaster Road could not handle a lot of traffic.

Bruce Sanders thinks that the Tides Inn has done a good job. He said that no one has the sewage capability that the Tides Inn has. Mr. Charlton said that in the future, that there will be the same guarantee that they have now. Mrs. Elliott said that at her family home there is the hum of the sewage system 24 hours a day and the odor from the system on her side. Mr. Bidwell said that the sewage was running at half of its capacity. When the project is complete, there will be 167 rooms. New toilets use only 1 gallon of water, compared to the 6 gallons used by old toilets.

Wayne Nunnally moved to come out of the public hearings and Fran Westbrook seconded the motion. Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Mr. Nunnally thanked the Planning Commission for a job well done.

#### **Minutes and Treasurer's Report:**

Wayne Nunnally made a motion to approve the minutes and the treasurer's reports and Fran Westbrook seconded the motion. Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

### **Zoning Administrator:**

Mr. Hardesty said that Andrew Hornung whose boarded up trailer is listed on the same parcel as his house. He said that at one time, the house and trailer were on two separate parcels. He would like them to be separate parcels, He has kept the trailer to preserve the footprint. If he is allowed to separate the parcels, he will remove the trailer and build a house in its place.

Drainage at the end of King Carter Drive: In front of the Totten home and the neighbors' homes at the end of King Carter, the drainage is not good and water will collect in the yards by the road. Mr. Hardesty has met with VDOT's Robert Harper, who will meet with the administrator, David Brown. Mr. Hardesty said in order to drain the land it needs to be trenched to the creek. VDOT cannot fund the project.

### **Legal Counsel:**

Mr. Charlton said that he wanted to propose the following small amendment to the proposed ordinance to be inserted in 154.086 (11)(v): and/or VA Dept of Health. The condition will state: A central sewage/waste water system approved by the VDEQ and/or VA Dept. of Health shall be established by the owner/operator prior to occupancy of the property and maintained throughout the life of its permitted use by the owner/operator,

### **Planning Commission:**

Mr. Mike Merrill reported the Planning Commission had approved the amendment to the Business Ordinance for the Tides Inn's request to be allowed to have a hotel/condominiums on their parcel.

He said that the Planning Commission had selected the following officers: Robert Morrison, chairman; Bill Young, vice-chairman; and Mike Bombay, secretary. He said that they will upgrade the Bylaws. Jackie Burrell will serve as the administrative assistant to the commission.

### **Committee Reports:**

Street Lights: Kathleen Pollard reported that Ralph Higgins had donated street lights to the town and they are due to be put in the town's storage on May 15<sup>th</sup>.

Budget Committee: Mr. Latell distributed copies of the first draft of the budget. The town council will have a workshop on May 26<sup>th</sup>, at 6:00 pm, to discuss the budget. A notice will be sent to the Rappahannock Record.

### Old Business:

Change of Voting site for town elections: Wayne Nunnally made a motion for the town attorney to write a resolution to change the voting site for the town elections from the town office to the Irvington Baptist Church. Jerry Latell seconded the motion. Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

**New Business:** None.

### Council Roundtable:

Fran Westbrook reported on the FOIA seminar held May 8<sup>th</sup> at the Irvington Baptist Church. She asked if the town could make a gift for the use of the Church. The clerk said a policy is in place to contribute to the cost of their utilities.

### Executive Session:

Kathleen Pollard read the following motion to go into an executive or closed session:

"I hereby move that the town council of the Town of Irvington go into closed or executive session, to discuss or consider the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to *CODE OF VIRGINIA*, Section 2.2-3711 (A)(3); and to discuss the award of public contracts involving the expenditure of public funds, pursuant to *CODE OF VIRGINIA*, Section 2.2-3711 (A)(29)." Wayne Nunnally seconded the motion. Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Kathleen Pollard read the following for certification:

"I move that there be a roll call or other recorded vote, to be included in the minutes of this meeting, certifying that (1) only public business matters lawfully exempt from public meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed session; and (2) only such public business as was identified in the motion to convene a closed session was heard, discussed or considered"

I, Kathleen Pollard, so certify.

I, Wayne Nunnally, so certify.

I, Frances Westbrook, so certify.

I, Jerry Latell, so certify.

I, Michael Merrill, so certify.

I, Ralph D. Ransone, so certify.

Wayne Nunnally made a motion to hire Lawn Pro to take care of the street and gutter cleaning in town four times during the upcoming fiscal year, if necessary. Jerry Latell seconded the motion. Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

**Adjournment:**

Wayne Nunnally made a motion to adjourn the meeting and Jerry Latell seconded the motion.  
Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

A handwritten signature in dark ink, appearing to read "Ralph D. Ransone", written over a horizontal line.

Ralph D. Ransone, Mayor



Irvington Town Council  
Attendees at Public Hearing  
May 14, 2015

Bob Barrack  
Jimmy Robertson  
Norm Mosher  
Helen Slatford  
James K. Bidwell "Jim"  
Carolyn Hall Elliott  
Mary Beth DeRose  
Anthony DeRose  
W. Bruce Sanders  
Don Serio  
June McGeorge  
Snowy McGeorge  
Jeremy and Mary Carol Taylor  
Jackie Brown  
Edward Sulick  
Paula McNulty  
Dermot McNulty  
Scott and Brenda Graham  
Frank L. Tetrick, III  
Gordon Slatford  
John Farmer

**Irvington Town Council  
Regular and Public Meeting  
April 9, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office at 7:30 pm, on April 9, 2015.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen F. Pollard
Council	Gene Edmonds Jerry Latell Michael Merrill Wayne Nunnally (arrived late) Fran Westbrook
Legal Counsel	Wesley M. Charlton
Zoning Administrator	Robert A. Hardesty

**Guests/Visitors**

Jim Bidwell, Director of Development, Enchantment	Bruce Sanders
Mark Grenoble, Sedona	Jackie Brown
Gordon Slatford	Liliane Merrill

Mr. Ransone called the meeting to order at 7:30 pm and asked for a moment of silence.

**Public Comment:**

Mr. Sanders said he may ask questions later in the meeting after he hears the discussion.  
(Mr. Nunnally arrived)

**Minutes/Treasurer's Report:**

Fran Westbrook commented on the wording of her comments in the minutes about her asking about the flags being made in USA. (The flags purchased are made in the USA.) She said that she had talked with Tommy Kellum.

Wayne Nunnally made a motion to accept the minutes and treasurer's reports and Gene Edmonds seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

**Zoning Administrator:**

Mr. Hardesty reported the following:

1. Chesapeake Academy will celebrate its 50<sup>th</sup> Anniversary this year. Ron Mihills wants to install five banners on the street poles around the school to recognize this anniversary.
2. Fourth of July Parade will be on Friday, July 3<sup>rd</sup>. The Farmers' Market will be on Saturday, July 4<sup>th</sup>. The Air Force Band will not be here until August 25<sup>th</sup>. They will be elsewhere the week of July 4<sup>th</sup>.
3. The area of the Thomas Property that borders the town's portion of the property will be auctioned for nonpayment of taxes.
4. Mr. Hardesty read the notice that will appear as a sign at the town's garbage cans at the tennis courts stating that the cans are for users of the Commons.
5. He said that he had talked with DEQ and the town is not required to have a public hearing regarding the application by the Tides Inn to renew its permit to discharge wastewater into Carter's Creek.

**Legal Counsel:**

Ordinance for Moving Voting Site for Town Election: The town attorney has been asked to provide an ordinance for moving the voting site for the town elections from the Irvington town office to the Irvington Baptist Church per the request of the county electoral board. Mr. Charlton asked that the notices be published to have public hearings for the Planning Commission and the Town Council at their respective May meetings. (Later in the month, Mr. Charlton said this could be accomplished by a vote of council and public hearings are not necessary.)

Tides Inn's Request for Ordinance that would allow hotel condos on its premises: Mr. Charlton stated that the option that the Planning Commission selected was to amend the existing B-1 Business Ordinance to allow a permitted use to have a hotel/condo units on a 20 acre parcel in town with a conditional use permit. Then conditions such as the Chesapeake Bay Act requirements, VDOT entrance requirements, and other CUP conditions could be included. At this time, the Tides Inn is the only business parcel with that size acreage. However, he said that if persons could amass that kind of acreage, they could apply for the same, and thus this would not be spot zoning. He will have a draft ordinance by Monday, April 13, to circulate for comments and suggested conditions that could be included. The amended B-1 Ordinance will go to the Planning Commission for a public hearing in May followed by a Town council public hearing. Notices need to be published for the public hearings.

## **Planning Commission Report:**

Michael Merrill reported that Mr. Bidwell's presentation explaining their plans in more detail than had been previously provided, how the rental process would work, and a timetable had helped the Planning Commission members in their considerations.

## **Committee Reports:**

Streets/Sidewalks: Mr. Nunnally said that he had contacted Mr. Brown of VDOT about signs saying "No thru Trucks" in Irvington. It was the consensus of the council that he could pursue it.

Flags: Gene Edmonds said that he needed to replace 20 bad (faded) flags. Council agreed.

Budget: Jerry Latell announced that the first draft of the budget would be available in May.

## **Old Business:**

FOIA: Mrs. Westbrook reported that Mrs. Maria Everett would conduct a FOIA seminar on Friday, May 8<sup>th</sup> at the Kilmarnock Town Office from 10:00 am to 3:00 or 3:30 pm. The first half will be for the staff and the second half will be for the elected officials. Box lunches will cost \$20.00. She hopes to have 30 plus people in attendance.

## **New Business:**

Street Cleaning: Wayne Nunnally made a motion to have The Lawn Pro clean the streets/sidewalks, spending a maximum of \$1500.00. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Animal Welfare League: The Animal Welfare League has requested the use of the Commons for its annual dog show on October 17<sup>th</sup>, with a rain date of October 24<sup>th</sup>. Gene Edmonds made a motion to approve this request and Jerry Edmonds seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Additional Public Comment: Bruce Sanders asked about the ordinance. He is content with the current ordinance. He wanted to know why a minimum acreage is included in the ordinance. Mr. Charlton said that it would avoid putting hotel condominiums in other locations in town. He said that restricting it to a minimum acreage without opening high density all over town. The council can vote in a different minimum acreage.

The VIA covered the lawn maintenance cost and the Tides Inn provided the labor for the work at the Commons.

### Executive Session:

Kathleen Pollard read the following motion: I hereby move that the Town Council of the Town of Irvington go into closed or executive session, to discuss the acquisition of publicly held real property pursuant to the *CODE OF VIRGINIA*, Section 2.2-3711 (A)(3); the award of public contracts involving the expenditure of public funds, pursuant to the *CODE OF VIRGINIA*, Section 2.2-3711 (A)(29); and to discuss personnel matters, that is the appointment of specific appointees, pursuant to the *CODE OF VIRGINIA*, Section 2.2-3711 (A)(1). Wayne Nunnally seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Kathleen Pollard read the following motion for certification: I move that there be a roll call or other recorded vote, to be included in the minutes of this meeting, certifying that (1) only public business matters lawfully exempt from public meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed session; and (2) only such public business as was identified in the motion to convene a closed session was heard, discussed or considered.

I, Kathleen Pollard, so certify.

I, Michael Merrill, so certify.

I, Jerry Latell, so certify.

I, Gene Edmonds, so certify.

I, Wayne Nunnally, so certify.

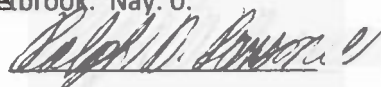
I, Frances Westbrook, so certify.

I, Ralph D. Ransone, so certify.

Action: Gene Edmonds made a motion to appoint Ed Sulick to complete the Planning Commission term of Katya Spicuzza (November, 2015) and Michael Bombay to a new seat on the Planning Commission. Kathleen Pollard seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0. Mr. Sulick's term will be completed in November, 2015, at which time he can choose to run for a four year term or the council can appoint another resident to a four year term. Mr. Bombay's term will be completed in April of 2019. Mrs. Westbrook made a motion to accept the bid of Doggett's for trash collection and Wayne Nunnally seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0. Lawn Pro will be asked to resubmit a new bid. No action was to be taken on the property. Mr. Nunnally recused himself during that discussion.

### Adjournment:

Wayne Nunnally made a motion to adjourn the meeting and Jerry Latell seconded the motion. Vote–Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.



Ralph D. Ransone, Mayor



**Irvington Town Council  
Regular and Public Meeting  
March 12, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office on March 12, 2015, at 7:30 pm.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen D. Pollard
Council	Gene Edmonds Jerry Latell Michael E. Merrill R. Wayne Nunnally Frances E. Westbrook
Legal Counsel	Wesley Charlton
Zoning Administrator	Robert A. Hardesty

**Guests:**

Robert Westbrook  
Mary McGlamary  
Albert Pollard

The Mayor called the meeting to order and asked for a moment of silence.

**Public Comment:**

Albert Pollard, who lives at 48 Steamboat Road, was present to make the town aware that the Department of Environmental Quality (DEQ) had published a notice regarding the Tides Inn's request to renew its permit to release treated wastewater into the Carter's Creek from The Tides Utilities South Wastewater Treatment Plant. He said that the oyster industry has been rebounding in recent years and oysters are now being harvested from the creek. He also is concerned about other uses of the creek, such as swimming. He said that Tommy Kellum has asked for a public hearing. Mr. Pollard would like to know how much of its capacity, the Tides Inn is using. Mr. Pollard said that he is willing to help with drafting a letter. Mr. Edmonds said that he does not think they the Tides Inn is asking for increasing its capacity. The comment period closes April 6, 2015. Mr. Edmonds volunteered to ask the Tides Inn. Mr. Pollard believes that if the town asks for a public hearing, the DEQ will grant it. Mr. Nunnally made a

motion to take it under advisement and Gene Edmonds seconded that motion. Mr. Hardesty will call DEQ for more information.

Mrs. McGlamary, Secretary of the Electoral Board, wants to change the location of five of the voting sites in the county and the site of Irvington town elections is one of the sites. This request is based on the facts that handicap accessibility, parking, restrooms, and room are better at the Irvington Baptist Church than at the town office. She would like this to be done by November. The electoral board will notify the voters. Wayne Nunnally made a motion to proceed and Kathleen seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0. She thinks it will require an ordinance change. Mr. Charlton will proceed with the process.

#### **Minutes and Treasurer's Report:**

Wayne Nunnally made a motion to approve the minutes and treasurer's report and Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

#### **Zoning Administrator:**

Mr. Hardesty reported that the Hope and Glory project of adding a swimming pool and a carriage house was proceeding.

#### **Legal Counsel:**

Mr. Charlton reported that he was still working on the Tides Inn project and there will be a planning commission workshop on Friday, March 13<sup>th</sup>, at 4:00 pm. The workshop on February 17<sup>th</sup> was cancelled. Mr. Merrill said the town does not have information regarding the small buildings; therefore, it is difficult to draft an ordinance. He said the commission is in the conceptual status. Gene Edmonds asked what information is needed. Mr. Charlton said the 24 houses were confusing. "Who is going to own the real estate under the houses?" The Tides Inn needs to be more specific: are the homes going to be single family homes, condo, or condo hotels. Kathleen Pollard asked about having an ad hoc committee. The Mayor said the process with the attorney and Planning Commission was proceeding. Mr. Morrison said the Virginia Code has a complete section on condos. Fran Westbrook said that her fear was that what happens at this site can happen elsewhere in Irvington. Mr. Ransone said let the Planning Commission do its work. Then the Tides Inn can evaluate the ordinance in terms of what they want to do. Mr. Morrison said that the Virginia Code has a section on condos and that can be a starting point in developing an ordinance.

#### **Committee Reports:**

Streets: Mr. Nunnally said that he has contacted Mr. Brown about "no thru trucks signs", but Mr. Brown did not reply. He wants the council's backing in this matter. The council agreed.

Flags: Gene Edmonds would like to replace at least half of the street flags. He will check on the condition of the flags. Mrs. Westbrook asked if the flags could be made in the USA.

**Old Business:** None

The town will obtain copies of the newly codified ordinances for council and the planning members.

**New Business:**

Memory Lane Car Club Cruise In: Memory Lane Car Club would like to have a car cruise-in at the town Commons from 10am to 3 pm on Memorial Day for classic and corvette car clubs. The event will actually serve as a fundraiser for the Animal Welfare League. Wayne Nunnally made a motion to approve their using the Commons and Gene Edmonds seconded the motion. They must provide a certificate of insurance. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Chesapeake Academy Raffle: Wayne Nunnally made a motion to approve Chesapeake Academy's request to hold a raffle with its annual fundraiser in May. Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Chesapeake Academy's Use of the Tennis Courts: Chesapeake Academy has requested use of the town tennis courts for their spring lessons. Gene Edmonds made a motion to allow the school to use the courts. Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Budget: Budget preparation will be done in April and May, with the public hearing and second reading occurring in June.

FOIA: Fran Westbrook asked for dates to consider for the Freedom of Information Seminar that Mrs. Everett, Executive Director of the Virginia Freedom of Information Advisory Council, is willing to conduct for the town and other interested groups. She will not charge a fee to do the session. The council's first choice for the session was May 8<sup>th</sup>. Mrs. Westbrook will contact Mrs. Everett about this date.

Increasing the Number of Members of Planning Commission: There was discussion about increasing the number of planning commission members. Mr. Merrill, who serves on the commission, supported the Mayor in his desire to increase the number to a total of seven members comprised of six members plus a chairman. Gene Edmonds wanted to add everyone, who indicates a desire to serve on the commission, as he thinks anyone who wants to serve should not be discouraged. Mike Merrill made a motion to increase the total number to seven. Jerry Latell seconded the motion. Vote – Yea: Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: Edmonds. The notice will be published for a replacement for Katya Spicuzza, who resigned, and for one new member.

### **Executive Session:**

Kathleen Pollard read the following motion: "I hereby move that the Town Council of the Town of Irvington go into closed or executive session, to discuss personnel matters, that is the appointment of specific appointees, pursuant to *CODE OF VIRGINIA*, SECTION 2.2-3711, A.(1); and to discuss the award of public contracts involving the expenditure of public funds, pursuant to *CODE OF VIRGINIA*, Section 2.2-3711, A.(29)." Wayne Nunnally seconded the motion. Vote – Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

After the executive session, Kathleen Pollard read the motion for certification: "I hereby move that there be a roll call or other recorded vote, to be included in the minutes of this meeting, certifying that (1) only public business matters lawfully exempt from public meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed session; and (2) only such public business as was identified in the motion to convene a closed session was heard, discussed or considered."

I, Kathleen Pollard so certify.  
I, Fran Westbrook, so certify.  
I, Wayne Nunnally, so certify.  
I, Gene Edmonds, so certify.  
I, Jerry Latell, so certify.  
I, Michael Merrill, so certify.  
I, Ralph D. Ransone, so certify.

Wayne Nunnally made a motion to appoint Bonita (Bonnie) Schaschek to the Planning Commission. Kathleen Pollard seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

Wayne Nunnally made a motion to accept the bid of Paul Elbourn to install and remove Christmas lights, flags, and banners for 2015. Jerry Latell seconded the motion. Vote - Yea: Edmonds, Latell, Merrill, Nunnally, Pollard, and Westbrook. Nay: 0.

### **Council Roundtable:**

Mike Merrill said that Verizon has replaced the access panel near the entrance to "The Local" that had sunk.

Wayne Nunnally said that Manassas had replaced the last of its utility poles.

Tides Inn: Robert Hardesty said that the Tides Inn has a sense of urgency in getting its ordinance approved so they can proceed with the project. Mr. Ransone said that Mark Grenoble of Sedona is very frustrated with the time it has taken. Mr. Charlton said that the town has to go through the process. It was agreed that more clarification on what they want and plan is needed. The Planning Commission chairman has thought that the commission needs its full complement of members to proceed with



discussions. Fran Westbrook does not want to feel rushed in the deliberations about the Tides Inn request.

Boat tax: Wayne Nunnally and other council members attended the county boat tax meeting and he questioned whether the council should send a letter to the county supporting the initiative and that question morphed into whether the council should send a letter supporting the oyster industry. No decision was made.

Tides Inn Request to Discharge Treated Wastewater into Carters Creek: Gene suggested a letter be written to Gordon Slatford, General Manager at the Tides Inn regarding the treated wastewater being discharged into the creek.

**Adjournment:**

Wayne Nunnally made a motion to adjourn the meeting and Fran Westbrook seconded the motion.

  
Ralph D. Ransone, Mayor



**Irvington Town Council  
Regular and Public Meeting  
February 12, 2015**

The regular and public meeting of the Irvington Town Council was held at the Irvington Town Office on February 12, 2015, at 7:30 pm.

**Present:**

Vice-Mayor	Kathleen Pollard
Council	Gene Edmonds Jerry Latell Michael Merrill R. Wayne Nunnally Frances E. Westbrook
Legal Council	Wesley Charlton (left after Exec. Session)
Zoning Administrator	Robert A. Hardesty

**Absent:**

Mayor	Ralph D. Ransone
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The Vice Mayor called the meeting to order and asked for a moment of silence.

**Executive Session:** The executive session was moved to the beginning of the meeting because the attorney had to leave the town council meeting for another meeting.

Kathleen Pollard read the following motion for an executive session: "I hereby move that the Town Council of the Town of Irvington go into closed or executive session to discuss personnel matters, that is the appointment of specific appointees, pursuant to the *CODE OF VIRGINIA*, Section 2.2-3711(A) (1); and to discuss with legal counsel matters involving actual or probable litigation, pursuant to the *CODE OF VIRGINIA*, Section 2.2-3711 (A)(7). Wayne Nunnally seconded the motion. Vote: Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0.

Kathleen Pollard read the following motion for certification: I move that there be a roll call or other recorded vote, to be included in the minutes of this meeting, certifying that (1) only public business matters lawfully exempt from public meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the closed session; and (2) only such public business as was identified in the motion to convene a closed session was heard, discussed or considered.

I, Kathleen Pollard, so certify.  
I, Fran Westbrook, so certify.  
I, Jerry Latell, so certify.  
I, Gene Edmonds, so certify.  
I, Wayne Nunnally, so certify.  
I, Michael Merrill, so certify.

No action was taken in making an appointment of a person to replace Mary Ellen Tetrick on the Planning Commission. The council briefly discussed increasing the number on the Planning Commission, but they tabled making an appointment.

**Regular Meeting:**

**Guests:**

**Robert Morrison**  
**Gordon Slatford**

**Bruce Sanders**

**Tides Inn:**

Mr. Charlton said that the council needs to vote whether or not to proceed with developing an ordinance that would allow the Tides Inn to build cottages on the current Tides Inn property that they would sell and could later rent for guests. Jerry Latell made a motion to start the process and Gene Edmonds seconded the motion. Vote –Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0. (Mr. Charlton left)

**Public Comment:** None

**Public Hearing:** Ordinance (Enactment Adoption)

Gene Edmonds made a motion to go into a public hearing and Michael Merrill seconded the motion. Vote –Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0. Bruce Sanders, who has looked through the newly codified ordinance, wanted to make sure that nothing has changed. Bob Morrison, who said that he has read the entire newly codified ordinance said that Wes Charlton, the attorney, did a great job working with American Legal Publishing Company. He said that the Planning Commission had one reservation in Section 6 and that was the word “emergency.” He said that in talking to Mr. Charlton, he learned that it was legal wording. He said that it was necessary to approve the ordinances as a block rather one ordinance at a time. Jerry Latell made a motion to come out of public hearing and Gene Edmonds seconded the motion. Vote - Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0. Wayne Nunnally made a motion to adopt the ordinance and Fran Westbrook seconded the motion. Vote –Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0. There was a discussion about copies of the ordinance being available if someone wants to buy a copy. Mr. Hardesty will check on the price of copies from American Legal Publishing Company as they did not provide enough of the bound copies for all Town Council and Planning Commission members. Gene Edmonds said that he would accept a digital copy. Kathleen Pollard thanked the Planning Commission for the work done.

**Minutes and Treasurer’s Report:**

Minutes: December 11, 2014; January 8, 2014 statement as there was no meeting because of the lack of a quorum; and public meeting on January 15th to explain the Tides Inn’s intention.

Treasurer’s Reports for December, 2014 and January, 2015.

Wayne Nunnally made a motion to approve the minutes and treasurer's reports and Gene Edmonds seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0.

#### **Zoning Administrator:**

Mr. Hardesty reported the following:

1. Merritt Foster has finished his renovation of the lean-to to their oyster house.
2. The Thomas Property has been cleared of debris.
3. Hope & Glory project (pool and carriage house) is underway.
4. The Minton house has been torn down and is being rebuilt.

#### **Planning Commission Report:**

Bob Morrison reported that the Planning Commission will have a workshop on Tuesday, February 17<sup>th</sup>, to tackle the big picture and density on the conceptual basis for the Tides Inn project. Katya Spicuzza will be moving from Irvington and; therefore, resigning from the Planning Commission.

#### **Committee Reports:**

Michael Merrill reported that the big oak tree at the North Commons was pruned in January. Aqua has finally replaced the water meter cover at Randolph Stephens' house.

#### **New Business:**

Committee Assignments and Changes: Fran Westbrooks wants to be off the website/communications committee and she and Wayne want to be on the parks/development committee (North Commons). Kathleen Pollard will work on the website committee alone.

Wayne made a motion to approve the committee assignments as presented with the above request changes and Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0.

Mrs. Pollard reported that Mr. Higgins said that the town would receive the street lights when it is warmer.

Wayne Nunnally made a motion to approve the renewal of the chamber membership for 2015, in the amount of \$125.00. Jerry Latell seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0.

Welcome to town signs: Bill Mitchell submitted a quote of \$315.00 to refurbish the two welcome signs. Wayne Nunnally made a motion to approve the charge and Gene Edmonds seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0.

#### **Old Business:**

Triathlon, Sept. 2015: In December, after Andy Moser, from Richmond Multisports, made a presentation and asked for the town's support in having a triathlon in Irvington in September, 2015, the

company that would put on the event was sold. That time, September, 2015, that will conflict with a big bike race that will be held in Richmond that same month. They will try to have it in 2016.

**Council Roundtable:**

Gene Edmonds reported that there is an initiative to help the working waterfront in the county by eliminating the personal property tax on boats to increase the business for the boatyards in order to be competitive with neighboring counties. There will be a meeting on Tuesday, February 17<sup>th</sup>, at the Board of Supervisors and persons are being encouraged to attend the meeting to show support for the issue. Bruce Sanders said that people are taking their boats elsewhere out of the county where there is either no boat tax or one that is lower than Lancaster charges. He said there are 300 hundred empty slips in the county. Northumberland County charges one half the amount that Lancaster does for the boats and Middlesex charges one third the amount that Lancaster charges. Mr. Sanders thinks that if the county reduces the rate for boats, that it will yield huge results; although he recognizes that it is a big job. VIMS will be represented at the meeting. He has heard that there will be an opportunity for public comment. He said that he needs more customers in order to continue his projects.

Michael Merrill raised the issue of acquiring new and more attractive signs for the Town of Irvington and stated that he considers there to be blight on both approaches to Irvington. He liked some of the signs with gold leaf paint that he has seen elsewhere. He thinks there should be signs when you are leaving Irvington. Gene Edmonds said that the \$315.00 that the town would spend to have Bill Mitchell refurbish the signs is a short-time fix.

Gordon Slatford mentioned trying to divert truck traffic from coming through Irvington. Wayne Nunnally said he would look into it.

**Adjournment:**

Wayne Nunnally made a motion to adjourn the meeting and Fran Westbrook seconded the motion. Vote – Yea: Edmonds, Latell, Merrill, Nunnally, and Westbrook. Nay: 0.

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Kathleen F. Pollard, Vice-Mayor



File Feb 12, 2015

## ADOPTION ORDINANCE

**AN ORDINANCE ENACTING A CODE OF ORDINANCES FOR THE TOWN OF IRVINGTON, VIRGINIA, REVISING, AMENDING, RESTATING, CODIFYING AND COMPILING CERTAIN EXISTING GENERAL ORDINANCES OF THE TOWN OF IRVINGTON DEALING WITH SUBJECTS EMBRACED IN SUCH CODE OF ORDINANCES, AND DECLARING AN EMERGENCY.**

WHEREAS, the present general and permanent ordinances of the Town of Irvington are inadequately arranged and classified and are insufficient in form and substance for the complete preservation of the public peace, health, safety and general welfare of the municipality and for the proper conduct of its affairs; and

WHEREAS, the Acts of the General Assembly of the Commonwealth of Virginia empower and authorize the Town of Irvington to revise, amend, restate, codify and compile any existing ordinances and all new ordinances not heretofore adopted or published and to incorporate such ordinances into one ordinance in book form; and

WHEREAS, the Town Council of the Town of Irvington has authorized a general compilation, revision and codification of the ordinances of the Town of Irvington of a general and permanent nature and publication of such ordinances in book form; and

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at an early date.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF IRVINGTON:

Section 1. The general ordinances of the Town of Irvington as revised, amended, restated, codified, and compiled in book form are hereby adopted as and shall constitute the "Code of Ordinances of the Town of Irvington."

Section 2. Such Code of Ordinances as adopted in Section 1 shall consist of the following Titles:

TITLE I: GENERAL PROVISIONS  
TITLE III: ADMINISTRATION  
TITLE V: PUBLIC WORKS  
TITLE VII: TRAFFIC CODE  
TITLE IX: GENERAL REGULATIONS  
TITLE XI: BUSINESS REGULATIONS  
TITLE XIII: GENERAL OFFENSES  
TITLE XV: LAND USAGE



Section 3. All prior ordinances pertaining to the subjects treated in such Code of Ordinances shall be deemed repealed from and after the effective date of this ordinance except as they are included and reordained in whole or in part in such Code; provided, such repeal shall not affect any offense committed or penalty incurred or any right established prior to the effective date of this ordinance, nor shall such repeal affect the provisions of ordinances levying taxes, appropriating money, annexing or detaching territory, establishing franchises, or granting special rights to certain persons, authorizing public improvements, authorizing the issuance of bonds or borrowing of money, authorizing the purchase or sale of real or personal property, granting or accepting easements, plat or dedication of land to public use, vacating or setting the boundaries of streets or other public places; nor shall such repeal affect any other ordinance of a temporary or special nature or pertaining to subjects not contained in or covered by the Code.

Section 4. Such Code shall be deemed published as of the day of its adoption and approval by the Town Council and the Code Enforcement Officer of the Town of Irvington is hereby authorized and ordered to file a copy of such Code of Ordinances in the Town Office.

Section 5. Such Code shall be in full force and effect as provided in Section 6, and such Code shall be presumptive evidence in all courts and places of the ordinance and all provisions, sections, penalties and regulations therein contained and of the date of passage, and that the same is properly signed, attested, recorded, and approved and that any public hearings and notices thereof as required by law have been given.

Section 6. This ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

PASSED AND ADOPTED by the Town Council of the Town of Irvington on February 1, 2, 2015

*Jaqueline H. Russell, Clerk*

ATTENDEES AT TIDES INN MEETING

January 15, 2015

Jimmy & Denise Robertson  
Larry Edwards  
Anthony & Mary Beth DeRose  
June & Dick Horn  
Judy Salmon  
Barbara Lee Sanford  
Lin Hurley  
Linda Brand  
Pat Julian  
Bruce Julian  
Charles Folford  
Brownie & Toni Watkins  
Scott Vail  
Cheryl & Ron Mihills  
Cathy & John Mecke  
Ann & Jeff Arnold  
Michael Kennedy  
Nancy & Andy Anderson  
Mary & David Headley  
Jimmie Crockett  
Tom Parrish  
Elaine P.?  
Barbara Breeden  
Lovey Jane Long  
Susanna Collins  
Jim Carter  
Kathryn Etchison  
Jim & Mary Ann Breeden  
Sue Lane Conrad  
Ben Vincent  
Harry & Jane Wells  
Sheila Brown  
????  
Frank Maguire  
Mitchell J. Alga, Sr.  
J.W. Forrester  
Bonnie Robertson  
Ruth Whay  
Susan Crowley & Jim Crowley

Virginia Totten  
Frances L. Nunnally  
John Farmer  
Barbara Newlon  
Debbie Hamilton  
Peggy & Dudley Patteson  
Maggie Nickel  
Susan Pittman  
Terri Groh  
Michael & Liliane Merrill  
Kathleen Pollard  
Loretta Warren  
Terri & Julien Patterson  
Dermot McNulty  
Gene & Susan Edmonds  
Helen Slatford  
????  
Bob Lee Stephens  
Ennolls Stephens  
Molly Stephens  
John & Nancy Friday  
Frances Westbrook  
Hugh & Barbara Lovell  
Andy Smith  
Len & Betty Brand  
Naomi Myrick  
Susan Williamson  
Ed & Pauline Sulick  
Ken & Joy Dawson  
Val & Art Verburg  
Ian & Kristen Cheyne  
Peter Burton  
Karen & Kerry Feuerman  
Frank & Mary Ellen Tetrick  
Theresa Ransone  
Jerry Latell  
Bonnie & Klaus Schaschek  
Ed & Gail Feddeman  
Lassa & Lloyd B. Hubbard

B.H. Hubbard  
Jimmie Carter  
Bill & Carol Hughes  
Jane & Page Henley  
Ralph Higgins  
Bruce Sanders  
Bo Bragg (Bragg Real Estate)  
Mike Antonio  
Jan & Joy Timbs???  
Al Pollard, Sr.  
Spencer Kirkmyer  
Bill Shumodine  
Leslie & Susan Munro  
Debbie Cook  
Babs Mumma?  
Jeff Szyperski  
G.E."Sonny" Thomas  
Bill Hughes  
Steve Ghiselin  
Greg & Deb Lockhart  
David Ran?  
Deborah Fulton Ran??  
Travis Powell  
Doug Ludeman  
Alex Jackson  
Randall Kipp  
Brenda Mayer  
Sally & Hank Little  
Rachel & Alex Jackson  
Norm Mosher  
Carter Bonner  
Heidi & Scott Hommel?  
William Penniman

**Town of Irvington**  
**Public Meeting for Information Regarding the future of the Tides Inn**

A public meeting was held at the Irvington Baptist Church on January 15<sup>th</sup>, at 6:30 pm to inform the public regarding the future plan for the Tides Inn. Representing the Tides Inn were: Gordon Slatford, Manager of the Tides Inn, Mark Grenoble – Enchantment, and Robert Jerome of Dundee Vox 360, a Canadian Corporation, which is a partner in this potential development of the Tides Inn

Ralph D. Ransone, the Mayor of the Town of Irvington, opened the meeting.

Mr. Grenoble, the operating officer for Enchantment, explained that the hotel industry has changed and no longer were they having the repeat guests that had visited the hotel in the past. Previously where 65% of their guests were repeat guests, now it is about 35%. There are more resorts competing for the guests such as the Greenbrier which has added a casino to attract guests. The current economic model is not working. The peak season is between Memorial Day and Labor Day – about 90 days. Although, they are open to Thanksgiving and again at Christmas. He said they should close between November and March. The new goal is to have the Tides open all year.

Mr. Rob Jerome showed slides of their other projects in Vancouver, Korea, France, Sedona, Croatia, China.

He said there is a culture here to be discovered that includes a celebration of water, wellness, nature, and the enjoyment of local culture. They need a critical mass here as 106 rooms are not enough. The spa is not great. There is a need to take the season out of Irvington! Conferences can be in the off season and they can add guest activities such cooking classes.

The process will be to bring in local experts from all fields to identify what is here to experience. They are fortunate to have people here who can assist in this endeavor. Also, they will invite people, who will be potential guests, to help identify what is to be developed.

Sedona owns other properties in this area: approximately 9 acres on Chases Cove, the old Lodge area, Taylors Creek, and Golden Eagle. These other properties will be part of the long range plans that will take 8-10 years to develop. They plan to develop the Tides Inn property first which they expect to take 4-5 years for planning and developing. What is in the proposed plan is not guaranteed to be the finished plan. However, they will make sure that the plan will tie in with the Tides Inn and the community.

The current plan is to keep 50 rooms in the hotel for nightly rentals and have a spa. There will be cottages to rent. A conference room will be built behind the current loading deck. The Windsor House and Lancaster House will be taken down and replaced with water front rental units. Open space that can be used for a garden or vineyard will be to the right of the current driveway to the hotel. Rental units will on the left side behind the manager's house. They plan to keep low density and a low profile. The exterior appearance of the Tides Inn will be changed and the pool will be redone. He said that the existing waste treatment facility can handle the future needs.

**Questions and Answers.**

1. Norman Mosher – What is going to be across from his house? Reply: Garden, open space, and maybe a vineyard.
2. Jim Breeden – Is there going to be a Baptist Church? No.
3. Spencer Kirkmyer – When is it going to start? Reply: 2016. In order to keep the Tides open as much as possible, maybe it will open later and close earlier. Plan to keep it open as much as possible.
4. Bob Lee Stephens – Mr. Stephens thinks it is on the right tract and told them “Thank you bringing people to Irvington.”



5. Sue Lane Winstead Conrad – They are getting ready to close on a house at the Tartan Course and the golf course looks awful. Reply: At some point, things will happen.
6. Peter Burton - Mr. Burton said that he ran a convention there and the facilities were not adequate. Reply: The current facilities do not compare with the competition's facilities. Activities are needed for children. They need a 40% to 50% occupancy rate in the winter. Guests can be multigenerational.
7. Mr. John Farmer said that there needs to be a way to teach the young people trades and occupations and have a way for young people to stay here.
8. Scott Vail asked if there is a master plan for ingress or egress. What is the plan for the waterfront. Mr. Slatford said the DC area, Norfolk, Philadelphia, Baltimore, New York (direct flight from NY to Richmond) are the target areas for their guests. He said that there were few waterfront resorts left in the mid Atlantic area. He said that the marine guests spend more money than the hotel guests. He said the Point (The Lodge area) was a big part of the future plan. They would like to have a marina there.
9. Al Pollard, Sr. asked if they would add a page to their website to keep the public informed on their progress. Gordon Slatford said they did not want it on their consumer information pages but the information could be put in the newsletter.
10. Kristin Cheyne asked if the proposed development was going to be a gated community? Reply: No.
11. Lady from the Tartan Golf Course side: She said there were great trails there now. She asked how do they plan to use the open space. He said that they need open space for their waste treatment facility. He said they plan to have a Norman Rockfeller atmosphere. The new construction will blend with the environment.
12. Jeremy Taylor asked what% will be full time vs part time occupants. Reply: Future plans will be for more full time.
13. Ian Cheyne asked if they were going to integrate it with the community? Will there be more traffic on King Carter? Reply: Gordon Slatford said that he hoped so (traffic).
14. Formerly there were 126 rooms. They want 150 rooms with their new development. Randy Stephens said that in the 1980's the Tides Inn had 97% occupancy rate in the summer and the marina was full. Traffic was not an issue.
15. William Penniman said that he wants to see improvements to the Golden Eagle Golf Course.
16. Mary Headley asked about the impact to the schools? Reply: Do not think it will be a problem. It will be more of a recreational impact. They plan to add a Yacht Club to the Tartan side.
17. Bruce Julian, Director of the Rappahannock River Yacht Club, asked about the steps for zoning. Wes Charlton said that the current zoning laws need to be modified and the regular procedure will be followed. The Town Council will vote whether or not to proceed to change the ordinance to accommodate the new plan. Then there will must be public hearings by both the Planning Commission and Town Council before the Tides Inn can proceed with their plans.
18. There were boards of the architectural renderings to show the attendees the plans.
19. Bob Lee Stephens asked if they made money could they consider rebuying the Miss Ann.

It was estimated that there were 135 in attendance.



**Irvington Town Council  
Regular and Public Meeting  
January 8, 2015**

The regular and public meeting of the Irvington Town Council scheduled to be at the Irvington Town Office at 7:30 pm on January 8, 2015, was not held, because of the lack of a quorum.

**Present:**

Mayor	Ralph D. Ransone
Vice-Mayor	Kathleen F. Pollard
Council	Jerry Latell
Zoning Administrator	Robert Hardesty

**Absent:**

Council	Gene Edmonds Mike Merrill Wayne Nunnally Fran Westbrook
Legal Counsel	Wesley Charlton

**Public Comment:**

Mary Ellen Tetrick was present to thank the council for the approval and support of the Christmas Event held at the Christmas Tree that included the Blessing of the Animals, Tree Lighting, and Caroling. This was the first year for the "Show Your Spirit" Event. The Mayor suggested that the judging of business decorations be one week later in the future. This year it was on Sunday, November 30, 2015.

Due to the lack of a quorum, no business could be conducted and the meeting was not called to order.

  
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Ralph D. Ransone, Mayor