

**Minutes
Windsor Town Council Meeting
Town Hall
March 11, 2025**

The Windsor Town Council met in a regular session on March 11, 2025, at 7:00 p.m. in the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Mayor George Stubbs was present, and he called the meeting to order. He asked anyone with a cell phone to please silence it. Kelly Kuhns, Town Clerk, recorded the minutes. William G. Saunders, IV, Town Manager, Cheryl McClanahan, Treasurer, and Fred Taylor, Town Attorney, were present.

Council members present: J. Randy Carr, Vice Mayor
David T. Adams
Walter Bernacki
Edward (Gibbie) Dowdy
Marlin Sharp

Council members absent: Jake Redd

Councilman Sharp delivered the invocation, and Councilman Carr led the Pledge of Allegiance.

Approval of Agenda

Councilman Sharp made a motion to approve the agenda as presented. Councilman Bernacki seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #1.

Public Hearings

None

Delegations and Public Comment

Presentation – Senator Emily M. Jordan, 17th District, Virginia Senate

Senator Jordan expressed her gratitude for being able to speak at tonight's meeting. She congratulated the Town on its 123rd birthday.

Senator Jordan shared updates from the General Assembly to include funding for a one-time bonus in FY25 for teachers in the amount of \$1,000. She stated that there is an additional \$25 million in quality infrastructure grant funding available to localities for drinking water and infrastructure projects. Senator Jordan noted that this grant only requires a 25% match rather than the usual 50% or more.

Senator Jordan stated that there is \$27 million in new funding for agricultural best practices management that is available to local farmers.

Senator Jordan said that the car tax was not cut in the finalized budget as Governor Youngkin proposed. She explained that alternatively, those funds will be redirected in the form of a rebate for Virginia taxpayers; \$200 for single filers and \$400 for married filers.

Senator Jordan stated that the local control bill on solar is expected to be defeated, allowing localities to make decisions on the presence of solar projects in their jurisdiction.

Senator Jordan explained that she has been working on several pieces of legislation, including one regarding healthcare and mental health. She said that in working with the Virginia Hospital and Healthcare Association, she has worked to reclassify the definition of Psychiatric Emergency Departments in hospital settings. Senator Jordan explained that this will give hospitals the flexibility to assign other beds in their space as psychiatric beds to alleviate the need for law enforcement to dedicate several hours waiting for these resources to become available. She noted that having beds available earlier will allow law enforcement to return to service their community sooner.

Senator Jordan said that she was able to secure \$750,000 for the Paul D. Camp Workforce Trades Facility that will be located in Suffolk, Virginia, and will serve the Western Tidewater region. She added that she also secured \$500,000 for the homeless shelter that is under construction near the Isle of Wight County and City of Suffolk line. Senator Jordan noted that the homeless shelter will also serve the Western Tidewater region.

Senator Jordan opened the floor for Town Council to ask questions regarding items she discussed, or to express any needs the town may have.

In reference to the warehouses proposed for the Tidewater area, Councilman Adams asked if the topic of reviving the Route 460 Bypass Project had been discussed with the Virginia Department of Transportation.

Senator Jordan stated that the topic has not been discussed but believes that there is a prime opportunity to consider road widening and safety upgrades as it pertains to concerns regarding traffic in the area.

In response to Councilman Bernacki's question, Senator Jordan said that grant criteria are currently being developed by the Department of Environmental Quality for the Quality Infrastructure Grant and that qualifications for this grant are expected to be less restrictive.

With no other questions, Senator Jordan thanked the Council again for the opportunity to present at tonight's Town Council meeting.

Presentation – Mr. Wendell Waller, Western Tidewater Free Clinic

Mr. Waller expressed gratitude on behalf of the Board and patients of the Western Tidewater Free Clinic for the Town of Windsor's continued support which has allowed the clinic to service high-risk patients, keeping them out of the emergency departments. He said that in FY23-24, the clinic served 88 Windsor town residents through 660 visits, and 43 dental patients through 143 visits.

Mr. Waller stated that to date, the Clinic has helped over 8,000 unduplicated patients with more than 226,000 visits. He added that the clinic has provided over 19,600 free medications totaling \$61.7 million.

Mr. Waller said that since the expansion of the clinic in December of 2023, dental members have increased by 29% and dental visits have increased by 71%. He noted that the clinic provides its patients a "health home," and is a vital resource for improving their health and their lives.

Mr. Waller shared a brief story about a patient named Harrell, who felt himself contemplating the necessity of dental care. He stated that Harrell saw a sign advertising the Western Tidewater Free Clinic while driving through Suffolk, Virginia and reached out to the clinic for help. Mr. Waller explained that after becoming a patient, Harrell quickly bonded with the clinic's dental staff who eased his fears about going to a dentist. He shared that when asked about his experience at the clinic, Harrell enthusiastically praised the care that he received, stating that the clinic not only restored his smile, but also provided him with a sense of community and belonging. Mr. Waller noted that Harrell hopes to inspire others to seek help at the clinic if needed.

Mr. Waller explained that the Town's financial support enables the clinic to serve 2,200 square miles effectively. He expressed the hope that the Town of Windsor will consider supporting the Western Tidewater Free Clinic in the FY25-26 budget.

Mr. Waller thanked the Town of Windsor for its investment in the clinic and invited the Council to tour the facility to witness the financial support provided in action.

Councilman Carr asked if there was any form of transportation provided to individuals that are unable to bring themselves to the clinic.

Mr. Waller stated that transportation has been a major challenge for the clinic. He explained that due to the coverage area, the clinic has been looking into ways to combat this. Mr. Waller said that the clinic does currently provide gas cards to patients as a form of transportation assistance.

Mayor Stubbs thanked Mr. Waller for providing an update on the clinic and expressed his appreciation for the services provided.

Public Comment

Glyn Willis, a town resident of 24291 Lover's Lane, said that he wanted to comment on an article he read recently by a Consumer Reports writer about Amazon warehouses. He referenced the article stating, "Amazon Whole Foods markets and Amazon retail stores are built where there are upscale neighborhoods, and the warehouses are built where there are not Whole Foods and retail outlets." Mr. Willis also referenced a letter written by his wife to the Isle of Wight Board of Supervisors stating, "It seems the attitude is 'who cares about the regular folks that live in the central and southern party of the County.' Let's relegate them to low paying jobs, poor health, and a community of warehouse and industry that will spoil life today and prevent upward mobility in the future." He stated that the article presented references how warehouses create a stagnant environment for those living nearby.

Mr. Willis stated that if anyone is looking for warehouse work, there is a sign posted outside of World Market reading, "General Warehouse Associate with competitive pay range; \$16.50 - \$20.00 per hour." He noted that this sounds like quite the opportunity.

Felton Beale, a town resident of 24221 Twin Circle, stated that he agrees with Mr. Willis' statement regarding the warehouses, adding that he is against the project as well. He said that he heard a rumor regarding the topic of chickens within the town limits and wanted to speak on that tonight. Mr. Beale explained that chickens, and livestock of any sort have not been allowed in town for many years but stated that there are residents in the Town of Windsor that still have these animals on their property.

Raye Lin Klepac, a town resident of 24206 Twin Circle, said that there are several residents in the Town of Windsor that already have chickens. She noted that she would love to have chickens and that her daughter has been asking about raising chickens since they moved in over a year ago. Ms. Klepac explained that if it is permitted to have chickens within the town limits, there would have to be restrictions. She referenced the current restrictions, stating that a resident must have 5 acres of land to own chickens. Ms. Klepac explained that her property is zoned half residential and half agricultural, but because the property does not meet the size requirements, she is not allowed to own chickens.

Ms. Klepac stated that with six chickens, the square footage of a coop is very small, and with a small run, the chickens would be enclosed, thus avoiding loose chickens. She said that residents are housing chickens regardless, so putting restrictions like this in place would give the residents guidelines to follow. Ms. Klepac referenced the additional workload for town staff to monitor and deliver fines, stating "Isn't that what is happening right now?" She also referenced the noise level associated with chickens, explaining that the decibel of a chicken is approximately 60 decibels, which is much lower than a dog that can reach up to 120 decibels.

Ms. Klepac made note of potential revenue increases for allowing residents to own chickens. She explained that if just ten families each have six chickens, within the next year, Windsor Hardware would receive approximately \$11,000 for the first year which would then filter down into revenue for the town.

Ms. Klepac said that if the town would minimize the setbacks, the required acres, and limit ownership to only six chickens, there should not be a reason why residents living in this rural community cannot have backyard chickens.

Justin Hensley, a town resident of 24195 Twin Circle, stated that he is a disabled veteran with severe mental problems, and he moved to Windsor for peace and quiet. In reference to the warehouse, he explained that he does not do business in the Town of Windsor because the trucks are too bad, and he cannot imagine what the traffic will be like.

Mr. Hensley said that he agrees with Ms. Klepac regarding the chickens. He shared a signed letter from the VA which states that chickens are considered acceptable as emotional support animals.

Lewis Edmonds, a town resident of 24327 John Henry Street, expressed his opposition to the warehouse project. He stated that he was disappointed with Mayor Stubbs' behavior at the Isle of Wight Planning Commission meeting in January. Mr. Edmonds explained that he believes Mayor Stubbs took liberties in volunteering taxpayers in town to take on the cost for a park no one wants, that is part of a project that no one wants.

Mr. Edmonds stated that it would be very beneficial and that he would be happy to help raise funds to install a video system to stream and record the Windsor Town Council meetings so that there is a true public record of things that happen at the meetings.

Consent Agenda

Mayor Stubbs said the Consent Agenda consists of the minutes from the February 11, 2025, Town Council Meeting and the Police Chief's Report. He asked if there were any questions or comments regarding the Consent Agenda.

Councilman Bernacki made a motion to approve the consent agenda as presented. Councilman Adams seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #2.

Treasurer's Report

Ms. McClanahan reviewed the February 2025 Treasurer's Report and gave an update on collections. She said that 81.31% of Personal Property taxes have been collected. Ms. McClanahan shared that the bank balances and accounts receivable are reconciled.

Councilman Bernacki asked if the VIP interest was still doing well.

Ms. McClanahan answered, yes, the rate is still at 4.4%, which is very good news.

In reference to Councilman Adams' question, Ms. McClanahan stated that there was a police vehicle that was involved in an accident whereas a claim was filed with the town's insurance company. She noted that there is a budget amendment on tonight's agenda to appropriate the reimbursement.

Councilman Adams made a motion to approve the Treasurer's Report as presented. Councilman Dowdy seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #3.

Council Comments

Councilman Sharp said that he would like to follow-up on the two items that he brought up during last month's meeting. He stated that in reference to the question regarding residency in a municipality, he contacted the Isle of Wight County Registrar's Office as well as the State Board of Elections and it was found that as long as an individual maintains a residence in the community that they serve, there is no requirement that they must reside within that residence.

Councilman Sharp said that he was originally ok with accepting Mayor Stubbs' explanation for his comments given at the January Isle of Wight County Planning Commission meeting until he was given a transcript of that meeting. He then reviewed the comments made by Mayor Stubbs, stating that he hopes the Town Council can come to a consensus regarding the maintenance of a park proposed for the Tidewater Logistics Center warehouse project.

In response to Councilman Adam's question regarding the ownership of chickens, Mr. Saunders clarified that without a Homeowners Association in place, homeowners would have to refer to the covenant deed restrictions for their property.

Councilman Bernacki stated that he has received calls regarding the roadways near the Windsor Station subdivision construction site. He explained that trucks from the site have been dropping mud and rocks in the roadway maneuvering in and out of the construction area. Councilman Bernacki asked who is responsible for cleaning the roadways when this happens.

Mr. Saunders said that the company has an open erosion and sediment control permit which requires the monitoring and mitigation of any sediment that is tracked onto the roadway during construction. He noted that the company is responsible for cleaning the roadway at the end of each shift to ensure roadways are clean and safe. Mr. Saunders added that any complaints in

reference to the construction as it pertains to roadway cleanliness, can be directed to the Isle of Wight County Stormwater Department.

Mayor Stubbs stated that he was contacted by a resident who asked if there were any restrictions on Lover's Lane for the trucks that are traveling to and from the Windsor Station Construction site. He noted that according to the Virginia Department of Transportation, there are no restrictions in place regarding truck traffic on Lover's Lane.

Councilman Adams explained that the Windsor Town Council has no jurisdiction over the decision of the warehouse project. He added that the topic will be part of an upcoming Board of Supervisors meeting and encourages all to attend to present their support or opposition.

Town Manager's Report

Capital Projects Update

Duke Street & Virginia Avenue Water Main Replacement

Mr. Saunders said that due to the unresponsiveness of the contractor, town staff are exploring alternative options for the satisfactory completion of the project.

N&W Caboose Acquisition

Mr. Saunders stated that the relocation of the caboose has been awarded to Barnhart Crane & Rigging, Inc. and it will be transported to RepairTech in Franklin, Va for exterior repairs and refurbishment.

Mr. Saunders noted that the relocation is expected to take place as soon as the weather permits.

In response to Councilman Bernacki's question, Mr. Saunders said that after Council approval at the February meeting, a contract was signed with RepairTech for exterior repair work.

Councilman Bernacki shared that he had spoken to someone in Tennessee, who told him that they had spent \$180,000 on the renovation of a train car and he expressed concern with the potential expense.

Councilman Adams asked Councilman Bernacki if he would prefer to set a firm budget with RepairTech to avoid overspending on the restoration.

Councilman Bernacki stated that he would feel more comfortable setting a limit on funds to restore the caboose.

Councilman Adams made a motion to authorize the Town Manager to allocate funds not to exceed \$45,000 for the external rehabilitation of the caboose. Councilman Bernacki seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #4.

Calendar of Events

Mr. Saunders presented the March 2025 and April 2025 calendar of events to include the Town of Windsor and Isle of Wight County public meetings, as well as other pertinent information.

Mr. Saunders added that on March 28, 2025, at 8:00am, there is a Chamber of Commerce Post-Legislative Breakfast in Smithfield. He noted that if anyone on Council is interested in attending the event, to notify himself or the Town Clerk for registration.

Mr. Saunders shared the flyer for the Town of Windsor's 123rd Birthday. He stated that a celebration event will be held at the Windsor Town Center on Saturday, March 15, 2025, at 2:00pm.

Mayor Stubbs added that on March 20, 2025, at 5:00pm, the Isle of Wight County Board of Supervisors meeting will be held for anyone who wishes to attend.

Mayor's Report

Mayor Stubbs said that on February 27, 2025, he made a presentation to Cub Scout Pack 41. He stated that as part of their training to earn merit badges, the children asked questions about local government. Mayor Stubbs expressed his delight in the opportunity to engage with the children of Cub Scout Pack 41.

Mayor Stubbs reiterated the town's 123rd Birthday event to take place at the Windsor Town Center and thanked Reporter Titus Mohler for sharing the event in the newspaper.

Economic Development Authority Report

None

Other Reports

Councilman Bernacki stated on behalf of the Windsor Volunteer Fire Department that there has been an increase in brush fire calls. He asked citizens to avoid burning anything out in the open if the winds are high. Councilman Bernacki added that there is a burn ban in effect from February 15th to April 30th, 2025, where open-air burning is illegal before 4:00pm.

Old or Unfinished Business

In response to Councilman Bernacki's question, Mayor Stubbs said that Mr. Holland is in the process of painting another frog statue at this time but is aware of the paint chipping on the frog at Garriss Park.

New Business

Budget Amendment – Insurance Reimbursement

Ms. McClanahan said that two checks were received from our Insurance totaling in the amount of \$3,809.14, which was reimbursement of Vehicle Repairs and Maintenance. She explained that as such, we must appropriate the Police Reimbursement received.

Councilman Bernacki made a motion to adopt the Resolution entitled: A Resolution for Appropriating The Sum Of \$3,809.14 From Insurance to The General Fund Operating Budget For Fiscal Year 2024-2025 for Police Vehicle Repairs and Maintenance line item. Councilman

Sharp seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #5.

Local Emergency Proclamation Recension

Mr. Saunders stated that a local emergency proclamation was declared due to the anticipated effects of a large winter storm. He noted that the proclamation, declared on February 18, 2025, has run its course. Mr. Saunders said that as the storm was not as impactful as anticipated, the declaration should now be rescinded.

Councilman Adams made a motion to rescind the declaration. Councilman Dowdy seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #6.

Windsor Impact Committee

Mr. Saunders explained that Councilman Adams proposes a discussion regarding the formation of a new committee named the Windsor Impact Committee.

Mr. Saunders stated that Councilman Adams said that the purpose of this special committee is to discuss on behalf of the Town of Windsor citizens, any commercial or industrial developments for any parcel or property that abuts the Town of Windsor. He noted that these discussions may occur with, but are not limited to, the Isle of Wight County Economic Development Authority members or staff, Isle of Wight County Board of Supervisors or staff, or other Isle of Wight County staff or contractors as necessary.

Mr. Saunders said that Councilman Adams stated that the special committee will not have any authority to make final decisions, enter into any agreements, or enforce any regulations unless otherwise permitted by a vote of the Windsor Town Council and within the scope of the powers delegated to the Town of Windsor by the Code of Virginia.

Mr. Saunders added that Councilman Adams proposed that the committee be comprised of 5 members, including 3 citizens at large, and 2 Councilmembers, each serving for one calendar year.

Councilman Adams explained that he presented the idea during the February meeting to give the Council time to think about the option and provide feedback.

Councilman Carr expressed his opposition to establishing the Windsor Impact Committee as presented. He explained that while he agrees with the reasoning behind forming the committee, he believes that it should only be active on specific projects and seated with individuals knowledgeable about that project.

Mayor Stubbs suggested forming a task force rather than a committee whereas the task force would be assigned to engage in a specific project once it is announced.

Councilman Sharp explained the committee would be attending meetings and talking with members of the Isle of Wight County Economic Development Authority and the Isle of Wight County Planning Commission to stay abreast of upcoming County projects that may affect the Town of Windsor. He stated that this would help avoid being blindsided and reduce the need to be reactive.

Mr. Saunders said that conversations about development and real estate deals take place in closed sessions, making it unlikely that this kind of information will be shared with a committee through conversation with Board or Commission members.

Mr. Saunders stated that traditionally, discussions between municipalities take place at the administrative level, between Managers and Administrators. He noted that there are times when intergovernmental meetings are held on the elected official level, between Boards and Councils, to discuss certain topics. Mr. Saunders added that there is no reason why the Windsor Town Council cannot request an intergovernmental meeting with the Isle of Wight County Board of Supervisors to discuss impactful topics. He suggested that the Council consider the resources available before deciding on the proposed committee.

Councilman Carr agreed with Mr. Saunders's statement, stating that if the Council requests an intergovernmental meeting with Isle of Wight County Board of Supervisors, then the Council would be acting in the same way that Councilman Adams proposed the Windsor Impact Committee would act. He explained that the committee could be perceived as being enacted to fight against the Isle of Wight County Board of Supervisors, potentially tarnishing any type of relationship the Town may be able to form with the County.

Councilman Adams said that the purpose of the Windsor Impact Committee was to empower the committee or its members to establish relationships with stakeholders in Isle of Wight County.


Councilman Sharp made a motion to form the Windsor Impact Committee as presented. Councilman Adams seconded, and Council passed the motion 4-1 as recorded on the attached chart as motion #7.

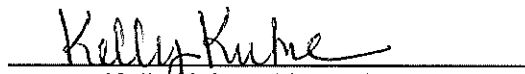
Closed Session

None

Councilman Sharp made a motion to adjourn. Councilman Bernacki seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #8.

The meeting adjourned at 8:27pm.


George Stubbs, Mayor


Kelly Kuhns, Town Clerk

TOWN OF WINDSOR
RECORD OF
COUNCIL VOTES

Council Meeting Date March 11, 2025

Motion #	Carr ✓	Adams ✓	Dowdy ✓	Sharp ✓	Redd	Bernacki ✓	Stubbs ✓
1	✓	✓	✓	✓		✓	
2	✓	✓	✓	✓		✓	
3	✓	✓	✓	✓		✓	
4	✓	✓	✓	✓		✓	
5	✓	✓	✓	✓		✓	
6	✓	✓	✓	✓		✓	
7	✓	✓	✓	✓		✓	
8	✓	✓	✓	✓		✓	
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Kelly Kubie, Clerk