

PER AGREEMENT OF COUNCIL NO MEETING WAS HELD JANUARY, 2016
TOWN OF WACHAPREAGUE
PUBLIC HEARING AND TOWN COUNCIL MEETING
FEBRUARY 9, 2016

COUNCIL PRESENT: Bonnie Munn, Vice Mayor, Stuart Bell, Aileen Joeckel and John Joeckel
ABSENT: Fred Janci, Mayor, Susie Atkinson and Jeanette Sturgis
TOWN CLERK: Lynn Weeks

PUBLIC HEARING

Comprehensive Town Plan

Mimi Sedjat stated the Comprehensive Town Plan was very informative.

TOWN COUNCIL MEETING

I. Call to Order – Vice Mayor Munn called to Order the Town Council Meeting at 7:05 p.m. on February 9, 2016 in the Wachapreague Town hall.

II. Pledge of Allegiance – Vice Mayor Munn lead the Council in the Pledge of Allegiance.

III. Public Comments – MiMi Sedjat is seeking Town Council approval to dissolve property lines on four parcels that she owns consecutively to consolidate her tax bills into one. Mr. Joeckel cautioned her of the difficulties she may encounter should she wish to sell one of her lots. Ms. Sedjat has considered this but is confident in her decision. Council gave their approval and advised Ms. Sedjat she will need to now go to the County of Accomack.

IV. Approval of Minutes – Stuart Bell made a Motion to approve the Minutes of the December 8, 2015 meeting and John Joeckel seconded the Motion. There being no further discussion the Motion was voted on and passed unanimously.

V. Review of Financial Report – John Joeckel reported

TOWN

- Total cash assets are \$144,000 down from \$182,000 last year, due to the property purchase.
- Total assets are up \$5,000 to \$447,000, again due to the property purchase.
- Income is \$69,000 versus \$90,000 last year due to the Fire Company pass-through of \$19,000, essentially the income is the same.
- There is noted an increase in professional fees due to the land survey and attorney fees of \$3,000 and, Town Vehicle Maintenance fees have increased by \$2,000.

MARINA

- Cash assets are \$88,000 versus \$82,000 last year.
- Income is up \$1,000 when you take away the VPA Grant monies.
- Expenses are the same this year as last year.

AUDIT

John Joeckel discussed the Town Audit performed for FY2015 by Leatherbury-Broache which fees came to \$6,800. In anticipation of this fee an audit escrow reserve was made a part of the Budget. Only Towns of more than 3,000 residents are required to have annual audits, therefore the Town of Wachapreague has one performed every three years.

In a letter to the Mayor and Town Council dated November 11, 2015, a significant deficiency was noted in accordance with "Statement on Auditing Standards No. 112, Communicating Internal Control Related Matters Identified in an Audit". Under this Standard, financial statements are the

responsibility of management. It goes on to read “If members of management seek the assistance of the auditor in drafting the financial statements because they lack the accounting expertise to prevent, detect, and correct a potential misstatement in the financial statements, then SAS 112 indicates that there is a control deficiency.” Mr. Joeckel is to contact Rob Leatherbury for clarification.

PNC Bank

Bonnie Munn informed council of a meeting with Keith Lilliston of PNC Bank in the Town’s efforts to obtain a credit card through them. PNC Bank needed a letter confirming this request and authorizing the Town Clerk to be the sole card holder, as it is now with Suntrust. Once this card is in effect the Suntrust account will be cancelled. Ms. Munn confirmed no Motion or vote would be required of council for this purpose.

VI. Old Business

A. MARINA – John Joeckel discussed a request made to the Virginia Port Authority last year of \$10,000 which was denied. Mr. Joeckel plans to attend the VPA Board of Governors meeting on February 19th where he will make a Power Point presentation regarding the dock deterioration over the last 20 years and need for dredging. Pursuant to his request Sandie Puchalski gave him estimates on the repairs needed, cost of materials and labor and provided a number of pictures showing the shallow condition and need for dredging.

Mr. Joeckel prepared an estimate of the cost for Town Marina Dredging which came to \$71,000 and when repairs to the marina bulk head, floating dock, Marina office walkway and general maintenance and repairs were added, the total came to \$85,000. The VPA Grant, if awarded, would pay 75% of the cost and the Town would pay the remainder.

Due to all the repairs needed at this time Mr. Joeckel and Ms. Puchalski both agreed not to pursue the floating docks.

Stuart Bell made a Motion for John Joeckel to present to the Virginia Port Authority a request for \$85,000 for Town Marina Dredging, repairs to the marina bulk head, floating dock, Marina Office walkway, general maintenance and repairs and Bonnie Munn seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

Stuart Bell made a Motion to take no further action at this time on the floating dock issue until early 2017 and Bonnie Munn seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

B. TOWN AND MARINA CASH ASSET DISPOSITION – Mr. Joeckel discussed the VML Investment Pool as a way for the Town and Marina to put cash into a higher yield account, which council have been considering for a long time. VML Investment Pool buys bonds for investing which is one of the few avenues for public funds to be invested. A short history of the market yield and a recap of returns from 1997 to 2014 was provided. Lynn Weeks has prepared all of the paperwork required. One requirement is for the Town to pass an Ordinance to Authorize Participation in the VACo/VML Investment Pool Trust Fund in accordance with §2.2-4501 of the Virginia Code. Since the Town does not have a Treasurer, John Joeckel has been designated the Councilman for the Town to serve as the trustee of the Town of Wachapreague with respect to the Trust Fund, and to determine what funds under the Councilman’s control shall be invested in the Trust Fund. A total of \$75,000 will be invested, \$50,000 from the Town and \$25,000 from the Marina.

Bonnie Munn made a Motion to accept “An Ordinance to Authorize Participation by the Town of Wachapreague in the VACo/VML Virginia Investment Pool Trust Fund for the purpose of Investing in accordance with §2.2-4501 of the Virginia Code” and to appoint John Joeckel as Trustee and Stuart Bell seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

C. TOWN MAINTENANCE/GARBAGE – Bonnie Munn advised the Town Truck was in for inspection and that J.D. and John are still adding oil to the trash truck. J.D. Bradshaw advised of a need to replace the old push mower which has a bad carburetor. He will look into push mowers from Shore Saw and Mower in Painter for \$200 or less. J.D. and John are still picking up limbs and brush around Town.

D. POWELL MEMORIAL PARK - Ms. Munn advised someone stole the lock at the Park, even though they do not have the key. She has been wrapping the chain around to give the appearance it is locked. J.D. will invest in a replacement lock and have a number of keys made, one for Wayne Burton of Parks & Rec. Wayne Burton advised they will be tearing down the dugout and Ms. Munn suggested parking the Town Truck next to it for easy removal. Mr. Burton will give a 3 day notice of the tear down. Mr. Burton is to contact the landfill and advise them not to charge the Town. Ms. Munn in speaking with Wayne Burton told him she wanted the chain link fence back up to which he stated he would.

Ms. Munn also advised of a refrigerator that Kay Lewis has but is not using. When the weather gets better Wayne Burton and John Smith are to pick it up.

E. Town Hall Beautification/Maintenance – Ms. Munn advised all of the seashells have been removed and will be replaced with grass and knockout roses when the weather improves.

F. Streets and Drainage – Stuart Bell discussed the cones that are placed on Main Street near the corner of Finney where the drain grate sunk in and VDOT is repairing it.

Chris Isdell of VDOT indicated the radar trailer is available should the Town be interested. Mr. Isdell also discussed the VDOT trucks in Town that have been picking up debris from the recent high tides which had come up as far as the Wachapreague General Store.

MiMi Sedjat mentioned the ditch and culvert in front of her house, 11 Church Street, is always filled with water and was wondering if that was normal. Stuart Bell will contact Chris Isdell of VDOT and request he come out and assess this problem.

Mr. Joeckel indicated the Town really needs an engineering study done. He will look into this. He also questioned the entry in the financials where there is a County Drainage Assistance Reserve in the amount of \$6,600. Ms. Weeks will check with the Town Bookkeeper.

G. Safety/Security – Stuart Bell advised lights were out at Custis and Atlantic and that he has made several calls to ANEC.

Bonnie Munn discussed several items Mayor Janci would have presented if he were present.

- Town Survey: The Eastern Shore Surveyors advised February 16th is when they will come back to finalize the survey and give final markings and present a drawing.
- John Marsh has purchased the property on the corner of Liberty and Lee and has put in a concrete slab which appears to be on the right-of-way. Mayor Janci approached Mr. Marsh and told him of his concerns and requested he hold off on any additional slabs. Mayor Janci then contacted Chris Isdell of VDOT who will have someone come and survey that area.

H. 911 System – Ms. Weeks advised some additional work has been done, however there are still some streets on the North side that need to be done. Bonnie Munn has offered to do Church Street.

I. Seaside Park – Mayor Janci was absent.

J. Delinquent Town Real Estate Taxes, Vehicle & Golf Cart Tags –In Mayor Janci’s absence Ms. Weeks advised of additional real estate payments pursuant to delinquency letters mailed out with invoices that included penalties and interest.

- Stuart Bell questioned a truck that has a Maryland plate on it even though the owner lives here full time and owns a store in Town. Ms. Weeks reviews the Accomack County personal property tax book for automobiles in Wachapreague and this vehicle is not listed.

- Mr. Bell also mentioned a three wheel police vehicle owned by Ben Gardner that does not have any plate on it that comes into Town. Mr. Bell has told the driver on more than one occasion to not bring this vehicle into Town.
- John Joeckel mentioned some towns have done away with the sale of decals and instead incorporate that fee right into the property tax bills. Mr. Joeckel will check into this. With reference to golf carts and trailers that will be a different matter.

K. Floodplain Administrator/CRS Coordinator – Aileen Joeckel advised as the CRS Coordinator, she plans on attending a workshop on a coastal resiliency tool on local flooding.

L. Planning Commission –

Comprehensive Town Plan – Mr. Joeckel requested that once the Plan has been signed by the Planning Commission and the Mayor and Town Council a digital copy needs to be forwarded to the Accomack-Northampton Planning District Committee.

Aileen Joeckel made a Motion to approve the Comprehensive Town Plan and Stuart Bell seconded the Motion. There being no further discussion a Roll Call Vote was taken and passed unanimously.

Town Ordinances – Ms. Joeckel has requested five copies of the existing Town Ordinances to hand out to the Planning Commission for their review and updating.

- Ms. Joeckel announced MiMi Sedjat has replaced Jackie Zang on the Commission.

M. Town Ordinances – John Joeckel proposed an updated version of the Town’s IV-2 Ordinance to Control Animal Waste. The changes he proposed are to add “An owner of such dog or animal shall also be responsible for immediately cleaning up any feces or wastes of dog or animal if such dog or animal strays from the private property of the owner and deposits such feces or wastes on any street, sidewalk or public or private property within the Town of Wachapreague”. Also addressed were the penalties; First offense – not less than \$25, Second offense – not less than \$50 and, Third Offense and thereafter – not less than \$100. All violators will have 15 days within which to pay otherwise a warrant or summons may be issued to appear in the Accomack County General District Court.

John Joeckel made a Motion to repeal the existing Ordinance and accept the new Amended Ordinance and Bonnie Munn seconded the Motion. There being no further discussion a Roll Call Vote was taken and passed unanimously.

N. Virginia Hazard Mitigation Plan – John Joeckel advised

- At the last meeting discussed was various storms/hurricane’s coming from seaside at different angles and from bayside at different angles which will go into a model showing us coastal flooding that will help determine the potential damage costs. Later winds are to be added. According to Mr. Joeckel the model doesn’t work for Wachapreague due to the distance from the inlet to here and the creek so the Town is considered an inland river community.
- The A-NPDC needs to have a meeting with representatives of the Town with reference to critical infrastructure for the Hazard Mitigation Plan and the Town Chapter. Mr. Joeckel mentioned Aileen Joeckel as the Floodplain Manager and CRS Coordinator, the Wachapreague Fire Chief and himself. This meeting is to take place within the next month.

O. Tourism/Business – Aileen Joeckel advised the 2016 Eastern Shore brochure is out. Featured is the Island House on the second page and further back is the Town, the Motel and the Daytrippers.

- Kerry Allison of the Eastern Shore Tourism Commission has requested 10 minutes of the council’s time at the March 8th Town Council Meeting. Council has agreed to this 10 minute presentation.
- The Visitor website is almost completed, just some corrections need to be made. The Town website is still being worked on and Ms. Joeckel hopes the site will be ready for review by council in the near future. Ms. Joeckel and Ms. Munn will be meeting with Andy Killmon to view pictures of the Town of years past for adding to the Historical site on the Town’s website.

- Ms. Joeckel still has not heard back from the Crop Production Services to discuss the Wachapreague Billboard and the possibility of utilizing a portion of their property for it.

P. Appointments – Aileen Joeckel listed Charles Faye, Tameka Watkinson, Patricia Bragg and Joe Tormos who are willing to become members of the Board of Zoning Appeals. One more person is needed to fill the five person requirement and Bill Blaine was suggested. Ms. Joeckel will follow up on this.

VII. New Business -

Tag/Decal Sales – Vehicle decal/license plates will go on sale March 15th. All council are in agreement to have Saturday mornings available for the period March 15th through April 15th in addition to the regular Town Hall hours.

Eastern Shore Regional Navigable Waterways Committee – John Joeckel discussed the Ad Hoc Regional Waterways Committee where a draft of their responsibilities has been completed. They will report to the Board of Supervisors, only. The Committee will consist of two Supervisors for each county and three citizen representatives from each county. This committee will be dealing with all waterway issues with regard to both seaside and bayside on dredging, access to beaches, etc. and deal directly with State and Federal agencies for project funding needs with the Army Corps of Engineers and the Coast Guard.

Agendas – John Joeckel mentioned the first order of business at most meetings he attends is the approval of the Agenda pursuant to Robert’s Rules of Order similar to what is done at the Accomack County Board of Supervisors. It would be at this time council could make a Motion to remove an item or to add one. Mr. Joeckel made a Motion for the Town Clerk to add this to all future agendas as the first order of business, the motion was seconded by Bonnie Munn, with a subsequent unanimous vote by those Councilmembers present.

VIII. Announcements – None

IX. Adoption of Executive Closed Session – The Motion for Adoption of Closed Session and Roll Call Vote are attached hereto these minutes.

X. Resolution to Reconvene Open Meeting - The Motion to Reconvene Opening Meeting and Roll Call Vote are attached hereto these minutes.

XI. Adjournment – Bonnie Munn made a Motion to adjourn the meeting and Stuart Bell seconded the Motion. The Motion was voted upon and passed unanimously. The meeting was adjourned at 9:15 p.m.

CBW
2/9/16

MAYOR

TOWN CLERK

TOWN OF WACHAPREAGUE
PUBLIC HEARING AND
TOWN COUNCIL MEETING
MARCH 8, 2016

COUNCIL PRESENT: Fred Janci, Mayor, Bonnie Munn, Vice Mayor, Susie Atkinson, Stuart Bell, Aileen Joeckel, John Joeckel and Jeanette Sturgis
TOWN CLERK: Lynn Weeks

TOWN COUNCIL MEETING

- I. **Call to Order** – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on March 8, 2016 in the Wachapreague Town hall.
- II. **Pledge of Allegiance** – Mayor Janci lead the Council in the Pledge of Allegiance.
- III. **Public Comments** – Chris Wardius, a resident and local business owner, requested council take no vote on any New Business presented and wait the month for it to be placed under unfinished business allowing residents an opportunity to become aware and educated on the subject.
 1. Vice Mayor Munn made a presentation of a “Resolution of Recognition – Volunteers of the Year” award, to Vernon and Catherine Bell for their outstanding volunteerism to the Town of Wachapreague and its residents.
 2. Mayor Janci made a presentation of a Resolution of Recognition to Catherine Janci for her extraordinary act of community in making the beautiful Independence Quilt for raffle to benefit Seaside Park and, made a Christmas ornament, with another member of Town, which depicted the Town of Wachapreague for placing on the Governors 2015 Christmas tree.
 3. Kerry Allison of the Eastern Shore Tourism Commission spoke of the strides that have taken place where the Eastern Shore of Virginia is the fastest growing region for the last two years. One of the ways to calculate is website hits such as “stay”, “events”, “Map”, and “Eat”. Discussed was the Town and Tourism websites that are in the works with links to make it easy for tourists to find what they are looking for.
- IV. **Approval of Minutes** – Vice Mayor Munn indicated she could not approve the February 9, 2016 Minutes because a vote on the Agenda, whether legal or not legal still is part of the Minutes and it needs to match the recorded minutes. John Joeckel and Aileen Joeckel, concurred. Lynn Weeks is to change the February 9, 2016 Public Hearing and Town Council Meeting Minutes incorporating the vote taken on Agendas under New Business.
- V. **Review of Financial Report** – John Joeckel reported
TOWN
 - Savings is \$40,000 less than last year, due to the property purchase.
 - Mr. Joeckel noted there is still \$154,000 in SunTrust checking at the end of February and he hopes these funds will be transferred soon to PNC Bank.
 - After this is accomplished \$75,000 needs to be placed in the VML Investment Pool for these fund’s to start accruing interest.
 - Total assets are about the same this year as last year.
 - Total Income is down by \$2,000 due to the Fire Company pass through.
 - Expenses are up by \$10,000 which is attributable to the lack of revenue from grass cutting, the survey for the spoil site and the Town audit.

MARINA

- Boat slip rentals are up this year by \$10,000 over last year but Mr. Joeckel is unsure why and needs to do some research.
- Expenses are down by \$12,000.
- Ordinary Income is up substantially over last year.
- Assets are down by \$4,000.
- Total funds for the Marina are up by \$6,000 over last year.

Susie Atkinson made a Motion to approve the Financials and Bonnie Munn seconded the Motion. There being no further discussion at vote was taken and passed unanimously.

VI. Unfinished Business

A. MARINA – John Joeckel attended the VPA Grant meeting where he presented the Town’s request for monies to dredge the marina and all costs associated therein with possible need of excavating the Town spoil site and needed repairs to the bulkhead, floating dock, office walkway and general maintenance and repairs. The total request was for \$85,000 of which the Town would be responsible for \$22,500. Many Counties, Cities and Towns were present requesting money for improvements to their marinas, as opposed maintenance and repairs. The Board of the Virginia Port Authority will be meeting on May 24th to make their decisions.

- Mr. Joeckel suggested a crabbing and fishing pier just south of the Wachapreague Marina. He has spoken with the Nature Conservancy and they seemed willing to discuss it. The cost would be around \$460,000 and with some Grants he may be able to get \$430,000 of which the Town would pay approximately \$30,000. If the Town could get the property directly across the street, which is assessed at \$60,000, donated to the Town they could put in a parking lot. Council are interested so Mr. Joeckel will bring in some information for the next meeting.

B. Virginia Hazard Mitigation Plan – Mr. Joeckel attended the March 2nd meeting and has furnished council with a copy of the meeting notes. This project will not be completed for another year. The committee is at the stage of determining flooding. There are several models of hurricanes on the bayside and some on the seaside. What they will show is storm surge and flooding heights. Eventually this information will be online and you can click on your Town to access the path of the storm and its possible impact on you. In the future the models will show wind, rain, flooding damage and the resources needed to respond.

C. Eastern Shore Regional Navigable Waterways Committee – Mr. Joeckel recently attended his first meeting of the Eastern Shore Regional Navigable Waterways Committee with the Army Corps of Engineers where he was elected Chairman. The areas involved are under the jurisdiction of the Army Corps of Engineers and the Coast Guard and will cover both counties. There are two supervisors from each County and three citizen representatives from each county. The first determination will be the dredging priorities for 2018.

Mr. Joeckel advised the Committee will be preparing a long-term strategic plan that will cover the next 5 to 7 years on navigational and non-navigational projects. The non-navigational projects will consist of restoring Cedar Island, restoring the marsh and protecting the mainland from coastal erosion.

Mr. Joeckel also advised the Cedar Island Federal Interest Project is now completed and should become public within the next month or two. This project was done due to the loss of Cedar Island and what can be done to protect Wachapreague.

D. Approval of Agenda – Mayor Janci addressed council as to the category of “New Business” where the practice has always been that no votes could be taken until New Business became Old Business. Since Mayor Janci has been in this position, with Diana Brown as the Town Clerk to the present that has always been the case. Mayor Janci is aware the Town can enact their own procedures as long as they do not break any of the Virginia Codes. Placing or removing a matter from the agenda at the time of the

meeting can give the element of “surprise” and lack of knowledge on the subject matter being presented.

- John Joeckel agrees in concept for a Town Ordinance or Fund but feels this is mostly an internal procedural issue and should be made a part of the Agenda.
- Bonnie Munn discussed Roberts Rules which has been followed by the Town Council ever since Debbie Moon was Mayor, and before.

Stuart Bell made a Motion to Adopt Roberts Rules and Bonnie Munn seconded the Motion which passed unanimously.

John Joeckel made a Motion to Rescind the Order incorporating the Approval of Agenda and Bonnie Munn seconded the Motion which passed unanimously.

Bonnie Munn made a Motion that no vote be taken under New Business and Jeanette Sturgis seconded the Motion which passed unanimously.

E. TOWN MAINTENANCE/GARBAGE – Bonnie Munn spoke with J.D. Bradshaw who advised the pickup truck has passed inspection but needed a muffler tail pipe, headlights assembled and rear brakes which totaled \$759.

- The two grass cutters have been serviced in preparation for lawn maintenance. Ms. Munn has again spoken with the Mayor of Melfa about the trash truck.
- The Melfa Mayor would be willing to loan their trash truck to the Town of Wachapreague when ours is in the shop and the Town of Wachapreague will do the same for Melfa, but she needs to address this with Melfa Town Council first. Melfa has used Colonna for many years but is now using someone in Exmore for their Town vehicle repairs. She is to notify Ms. Munn who they use.

F. POWELL MEMORIAL PARK - Ms. Munn advised Mr. and Mrs. Coleman have purchased the Diamond property and will be closing and moving in within the next month. They must have seen the notice in the Post Office that the Town was in need of a refrigerator for Powell Park and have offered theirs. They are to contact Ms. Munn when they will be moving in. The refrigerator that Kay Lewis is offering through Parks and Recreation is still being considered but Ms. Munn did not want to miss out in case that one does not come through.

- Ms. Munn has spoken with Wayne Burton of Parks & Rec who advised they will be clearing out the dugout that has blown over. Ms. Munn has offered the Town truck be placed next to the dugout so that the debris can be placed directly into it. Mr. Burton will advise the landfill not to charge the Town for this load.
- Wayne Burton has indicated the chain link fence will be replaced, but Ms. Munn is unsure when.
- The lock the Town purchased for the Park was broken and had to be replaced on several occasions. Ms. Munn locks and unlocks the Park on the days when J.D. Bradshaw and John Burton are not working.
- A church group is interested in reserving the Park for baseball games on either Saturdays or Sundays during the day. The group was advised they would need to speak with Wayne Burton who will in turn have them meet with Bonnie too.

G. Town Hall Beautification/Maintenance – Was not discussed.

H. Streets and Drainage – Stuart Bell advised of a bad dip in the road at the corner of Main and Atlantic and Chris Wardius mentioned the pot holes in that same area. Mr. Bell is to speak with Chris Isdell of VDOT to see if these can be repaired. Jeanette Sturgis advised of standing water on Pearl Street by the telephone pole which does not drain. She is not sure if it is clogged up or what the problem is. Mr. Bell will also address this with Mr. Isdell.

I. Safety/Security – Stuart Bell advised lights were out at the Town Marina office where there are two lights; one directed toward to the Office and the other toward the Marina. Mr. Bell spoke with ANEC who responded the next day and they put a yellow light in that is directed toward the Marina which will probably be better for any boats coming in after dark.

J. 911 System – Ms. Weeks advised Bonnie Munn has furnished additional information on Church Street. Ms. Weeks has sent out letters to those residents who live out of town or are not always available. There are still a few more streets and Ms. Munn will get together with Ms. Weeks to ascertain the remaining ones.

K. Seaside Park – Mayor Janci has nothing new to report at this time.

L. Delinquent Town Real Estate Taxes, Vehicle & Golf Cart Tags – Ms. Weeks advised letters have been sent to delinquent taxpayers and some people have responded. Mary Jo Tatum, the Town Bookkeeper continues to accrue interest on the delinquent accounts.

M. Floodplain Administrator/CRS Coordinator – Aileen Joeckel advised

- Attending a work shop presented by the Virginia Eastern Shore Coastal Resilience Mapping & Decision Support Tool where she received a training manual. Ms. Joeckel stated with this manual it is easy to access online mapping that will show regional vulnerability to storm surge, sea-level rise and changes in coastal habitats. A color copy of the training manual will be available for review in the Wachapreague Town Hall.
- Ms. Joeckel is scheduled to attend the NFIP Community Rating Service course in Poquoson, Virginia for one week in the month of June.

N. Planning Commission – Ms. Joeckel advised Lisa (MiMi) Sedjat will replace Jackie Zang on the Board. David Van de Graaf is away so meetings are being held until his return. Ms. Weeks is working on the request for five copies of the existing Town Ordinances to hand out to the Planning Commission for their review and updating.

O. Tourism/Business – Aileen Joeckel asked council if they wished to continue the Town's membership with the Eastern Shore Chamber of Commerce in the amount of \$283 for the period January 1, 2016 through December 31, 2016.

Bonnie Munn made a Motion to continue the annual membership with the Eastern Shore Chamber of Commerce for \$283 and Susie Atkinson seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

- Meriwether Payne attended the last Tourism meeting where she discussed birding, such as Cape May has. It is believed it would benefit the Town to invite influential people here where they could stay at the motel, eat at the Island House and show them what a great location this is. They are looking to do some hosting in the months of April/May on weekends to promote the birding here. Discussed was providing a link on the Town website for anyone interested in birding. Two birding events were discussed for possibly the Fall and again in the Spring.
- Ms. Joeckel was able to reach out to a field guide illustrator who was kind enough to provide digital copies, with consent, for the Town to use on the Way Station Sign. The one sign will read Off-Shore and In-Shore fishing with pictures of fish caught and the other sign will be an aerial view of the Atlantic Ocean and Cedar Island.
- Ms. Joeckel has not heard back from anyone at the Crop Production Services about utilizing a portion of their property for our sign. In Painter Chris Wardius has a sign he may be giving up that the Town could use. Ms. Joeckel indicated the Grant the Town received could be used for this sign as long as the wording Wachapreague, "Little City by the Sea, "A Playground for your Passions" is made a part thereof.

P. Appointments – Aileen Joeckel asked Mayor Janci if Bill Blaine was still interested in being on the Board and was advised he no longer lives in Wachapreague. Also discussed was Joe Tormos who may

also be moving out of Town. Ms. Joeckel will check with him and advise council. Charles Fair, Tameka Watkinson and Patricia Bragg are all interested in being on the Board. It may turn out that two more people are needed to fill the five person requirement. Ms. Joeckel will follow up on this.

Q. Tag/Decals Sales – Council have again agreed to cover Saturday mornings between March 15th and April 15th. John Joeckel will cover March 19th and April 9th, Bonnie Munn will cover March 26th and Mayor Janci April 2nd.

R. Easter Egg Hunt – It was discussed the Easter Egg Hunt will start at 11:00 a.m. at Powell Memorial Park. The Easter Bunny will appear again this year. Bonnie Munn, Aileen Joeckel and Mayor Janci have offered to bring drinks, food, brownies, chips, candy and fill plastic Easter Eggs.

VII. New Business -

1. 4th of July Celebration – Committees need to be set up for prepping the float with designated times for set up and take down; Park set up and take down; organization of food, which Mayor Janci indicated Cathy Janci will organize and make the arrangements with the Health Department; Bonnie Munn offered to obtain the Permit to close Main Street off for the parade. This will be discussed at next month's meeting.

2. Mosquito Control – The Town will be in contact with Ehrlich Pest Control for continuing with the Town's mosquito needs for summer 2016.

3. Spoil Site – John Joeckel brought up council's discussion to charge dredge users a fee, the Town included, for the use of the spoil site. Mr. Joeckel estimates a three year dredge at \$8,000 for a 21 year payback. The subject of VIMS came up and Mr. Joeckel advised they would be amenable to pay a surcharge. This will be discussed again at the next meeting.

4. Donation of property to the Town for recreational use puts a liability issue into play. A private individual who does not allow access to their property is not liable if someone should get hurt. It was suggested a holding company, such as the "Friends of Wachapreague" who would have no assets if sued, but further research is needed. The Town Attorney has a concern about a potential lawsuit. Should the Town not accept this donation it could eventually go to the Nature Conservancy or VMRC.

VIII. Announcements – Bonnie Munn advised she had a rock garden sent to Pat Fate at Heritage Hall where she is convalescing. Mayor Janci said Ms. Fate greatly appreciated this. Susie Atkinson also thanked council for her rock garden and card. Ms. Munn will send a Sympathy note to Mrs. Russell. Bonnie Munn requested she be notified of anyone else the Town could send well wishes to.

IX. Adjournment – Susie Atkinson made a Motion to adjourn the meeting and Stuart Bell seconded the Motion. The meeting was adjourned at 9:10 p.m.

CBW
3/8/16

MAYOR

TOWN CLERK

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
APRIL 12, 2016

COUNCIL PRESENT: Fred Janci, Mayor, Bonnie Munn, Vice Mayor, Stuart Bell, Aileen Joeckel and John Joeckel

ABSENT: Susie Atkinson and Jeanette Sturgis

TOWN CLERK: Lynn Weeks (absent)

TOWN COUNCIL MEETING

I. Call to Order – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on April 12, 2016 in the Wachapreague Town hall.

II. Pledge of Allegiance – Mayor Janci lead the Council in the Pledge of Allegiance.

III. Public Comments – MiMi Sedjat brought up the continuing problem with the drainage ditch in front of her house. Stuart Bell had tried to reach Chris Isdell of VDOT to discuss this problem but has not heard back from him. He will continue to follow up on this.

- Cathy Janci discussed the proposed Wachapreague Fishing, Crabbing & Wildlife Observation Pier/Marsh Walk and her concerns i.e. who will pay for and maintain the proposed pier and the safety of children while using it. She went down a list of properties in Town where maintenance has been an issue, such as Powell Park, the tennis courts, Seaside Park and the need for floating docks at the Town Marina for families with children and seniors.
- Chris Wardius is all for the pier and suggests the Tourism Funds could possibly assist in the maintenance of it. For the safety factor he suggests spindles that are up to code.
- John Joeckel indicated that there are no railings or stanchions at any location along the waterway. Mr. Joeckel feels with this attraction the lodging and meals revenues would go up which would increase the tourism funds for maintaining the pier.
- Stuart Bell cited Saxis which has a nice fishing pier and that they hold a children's fishing tournament once a year. Mr. Bell feels this would be a great asset to the Town.
- Mayor Janci discussed a factor which needs to be considered is insurance on the proposed pier. The Marina coverage annually is \$8,000.
- Ms. Sedjat offered her time for the Clean-up at Seaside Park and was told May 7th is the scheduled day. Mayor Janci will have Ms. Weeks put up notices and send out the email with all of the details. Ms. Sedjat also offered Charles for any heavier duty work needed.
- Steve Jones made a request for a possible gate to access Powell Memorial Park for the residents that live out that way and, if needed, he would be the key keeper.

IV. Approval of Agenda – John Joeckel made a Motion to Approve the Agenda and Bonnie Munn seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

V. Approval of Minutes – Stuart Bell made a Motion to Approve the March 8, 2016 Public Hearing and Town Council Meeting Minutes and John Joeckel seconded the Motion. There being no further discussion the March 8, 2016 Minutes were approved by all.

Mr. Joeckel advised he had not received a copy of the revised Minutes of the February 9, 2016 Meeting and therefore could not approve them. They will be presented again at the May 10, 2016 meeting.

V. Review of Financial Report – John Joeckel reported
TOWN

- Total Assets are down by \$3,800 due to the property purchase.

- Total Assets are up by \$5,000 including property taxes.
- Total Income is 2% less than last year when you factor in the elimination of the \$19,000 Fire Fund.
- Expenses are up under Dues, Supplies, Publications and Postage by 64% or \$800; Office expenses are up by 40% or \$760; Professional Fees are up by \$5,500 due to boundary property survey and triannual audit; Repairs and Maintenance - Building and Grounds is up 23% or \$1,500; Other Equipment is up by \$1,400 and Seaside Park is up \$1,100 over last year.
- Total Expenses are up by \$4,500.
- Net Income is down by 36% or \$6,000.

MARINA

- Current assets are approximately 7% more than last year.
- Total Income is basically the same this year as last year.
- Payroll is up by 19% or \$1,600 which Mr. Joeckel will look into.
- Net Income is up by \$9,000 over last year.

Bonnie Munn made a Motion to approve the Financials and Aileen Joeckel seconded the Motion. There being no further discussion at vote was taken and passed unanimously.

VI. Unfinished Business

A. MARINA –Mr. Joeckel advised repairs are being made at the Marina for under \$500. Regarding the VPA Grant that will not be known until after the end of May.

B. Virginia Hazard Mitigation Plan – Mr. Joeckel advised there was no April meeting. A meeting is scheduled with the A-NPDC along with Aileen Joeckel and David Fluhart of the Wachapreague Fire Company for next week to work on the Wachapreague portion of the Plan.

C. Eastern Shore Regional Navigable Waterways Committee – Mr. Joeckel recently attended a meeting with Colonel Kelly, Commanding Officer of the Army Corps of Engineers, Norfolk District. Mr. Joeckel prepared a priorities and needs list for the Eastern Shore of Virginia which he went over point by point with the Commander and Committee. Outlined in this list is to develop a Comprehensive Strategic Plan within a 7 year timeframe. Issues to be addressed are: Federal Designated Navigable Shallow Draft Waterways: Bayside & Seaside, focusing on dredging; Section 204 of the Water Resources Development Act which provides authority for the Corps to restore, protect and create aquatic and wetland habitats in connect with construction or maintenance dredging of an authorized project; Regional Sediment Management Plan (RSM) which manages sediments in a manner that maximizes natural and economic efficiencies to protect, preserve and restore coastal resources in the area of dredging and sediment placement to meet both environmental and economic objectives, including the “Beneficial Use” of dredged material; and, Non-Federally designated waterways of the Commonwealth of Virginia which waterways are vital to regional economics for recreational and commercial fishing.

Mr. Joeckel is in the process of developing a letter for implementation to put the Plan together. It is believed it would cost around \$100,000 to \$125,000 with monies being provided by the Federal Government, Accomack and Northampton Counties with the assistance of the Commonwealth of Virginia. Mr. Joeckel believes this will take 6 to 8 months to implement.

Mr. Joeckel advised meetings are posted on the Accomack County website and are open to the Public for public comments.

D. Fishing and Crabbing Pier Project – Please see also Public Comments. Mr. Joeckel feels this would be a significant plus to the Town and estimates the cost to be around \$465,000 with potential Grants from various sources would cover approximately \$436,000 with the Town having to pay approximately \$30,000. An extensive Study had been done by the Town in the past but never came to fruition.

What the project will need to go forward is to (1) work with the Nature Conservancy in partnership to permit the construction of an elevated boardwalk on pilings out to the Wachapreague Channel; (2) work with Mr. and Mrs. Trout to attempt to have them donate their empty lot to the town to develop a shell surfaced parking lot which would accommodate visitors using the pier, Seaside Park and overflow parking from community events at the Seaside Park, Wachapreague Inn, Island House and Wachapreague Marina. No trailers would be allowed; (3) work with Margarete Young to have her donate the small marsh piece of her property for the footprint of the boardwalk; (4) develop and submit applications for grants from two grant sources to design and build a free public lighted handicapped accessible/ADA compliant structure consisting of portable toilets with a fishing, crabbing and wildlife observation pier and; (5) financing for the project.

E. Spoil Site Fees – John Joeckel presented a 2 page outline on payback percentages which varied depending on a 21 year payback or a 30 year. Mr. Joeckel asserts that the Mayor requested waterfront property owners who will use the Town owned dredge spoil site pay a percentage over the 21 or 30 year period. The approximately 22 acres purchased came to around \$55,000. Mr. Joeckel feels it would be double taxation on the waterfront property owners as a portion of their tax revenues were used to purchase this property. In a study of taxes paid to the Town of Wachapreague by the waterfront property owners over a 10 year period of time came to \$59,175.

Mr. Joeckel continued with the options council has before them; (1) Charge the waterfront marina owners per cubic yard for the full amount of the property purchase; (2) Charge the waterfront owners per cubic yard surcharge on only 10% of the property or 2 acres; (3) Reestablish the annual boat trailer decal charge for Wachapreague property owners; (4) Charge boat launching ramp fees to Wachapreague property owners; (5) Increase Town Marina Boat Slip Rental Fees; (6) Remove the exemption of personal property taxes on boats; (7) Do nothing or; (8) Arrange a buffer strip around the spoil containment site of a few acres and sell off the rest.

Mayor Janci discussed the purchase of the spoil site was to benefit the Town and those businesses who would also need to dispose of their dredge spoils. He does not feel that it should be free as the spoil site will need to be dredged from time to time. Mayor Janci questioned if one of the waterfront property owners had purchased the spoil site would they not charge the Town for the use of it. No response was given

Blake Johnson of the Island House said he pays \$15,000 per dredge which he does not pass on to Nat Atkinson, Sam Parker, Ray Vickery and John Marsh all of whom are Charter Boat Captains who rent boat slips from him. He knows none of them can afford to take on any more taxes. Mr. Johnson stated that he does not recoup his dredge fee in his yearly boat slip rentals.

Stuart Bell made a Motion to not charge any of the waterfront property owners for use of the Town Spoil Site after they dredge and Bonnie Munn seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

John Joeckel made a Motion that there be no time limit but that the next council should review the spoil site and arrange a buffer strip round the dredge site to allow for dredge materials to be excavated out of the spoil site to operate vehicles around the spoil site and to have a buffer so that neighbors will have no ability to hinder spoil site usage and that the new Town Council should sell and find a buyer for selected pieces of that 22 acres whenever they can which was seconded by Stuart Bell. There being no further discussion a vote was taken and passed unanimously.

F. Property Donation Concerns – John Joeckel discussed the possibility of a donation of property on Cedar Island by one of the owners for use by the Town in perpetuity for recreational usage versus other entities that would perhaps prevent the public use of a barrier island entity. Mr. Joeckel discussed this possible donation with David Rowan and requested he look into the holding company concept and a

conservation easement concept. By having a Friends of Cedar Island Entity if someone were to sue it would be the entity only. Mr. Joeckel had wanted Mr. Rowan to attend this meeting but due to health issues he was unable.

- Mayor Janci spoke with Cathy Bell, one of the owners of this portion of Cedar Island who advised in the past certain individuals had been given the right to sell their portion and she did not believe there is much remaining.
- Bonnie Munn is to address this with Andy Killmon.

G. Town Maintenance/Garbage – Bonnie Munn discussed the letter from J.D. Bradshaw about the trash truck and the leak that started out slow has now become a real problem. After a discussion with the Melfa Mayor Ms. Munn requested J.D. Bradshaw go to Billy Moore who works on their trash trucks to get an estimate, if possible. Billy Moore advised Mr. Bradshaw no estimate could be given at this time but that their turnaround time is 7-10 days and they have someone who travels to and from Salisbury every day to Tri-State Hydraulics. Mr. Moore also advised he performs work for Bloxom, Exmore, Melfa, Davis Disposal and fire trucks. Mr. Bradshaw said the Town's trash truck, except for its appearance, runs fine and has gone through another inspection successfully which is good through March, 2017.

H. Powell Memorial Park - Bonnie Munn advised Parks & Recreation have torn down the remainder of the dugout and put the debris into the Town's brush truck with the understanding the Town would not be billed for dumping it at the landfill. However, we have now received the Public Works bill and have been charged \$49.35. Ms. Munn spoke with Wayne Burton of Parks & Recreation again and he advised he will speak with the Accomack County Landfill and clear this up.

Ms. Munn also advised she has booked the Park for Dog Training every Saturday from 9:30 a.m. to 10:30 a.m. for 5 weeks which will benefit Relay for Life. Ms. Munn reported Parks and Recreation has booked 4 all day events.

I. Town Hall Beautification/Maintenance –Bonnie Munn reported all seashells have been removed and knockout roses will be planted.

J. Streets and Drainage – Stuart Bell reported he has not heard from VDOT regarding the drainage issue and will try again. He has also tried to get the Radar Trailer from VDOT set up on Main Street to slow down the boaters coming into town.

K. Safety/Security – Mr. Bell advised there were 5 street lights out and that Ms. Weeks reported two additional ones. All have been taken care of.

L. 911 System –Bonnie Munn reported her continuing efforts on Lee Street, not an easy one to do, as well as Center Street and Church Street. She noted the difficulty and confusion in completing this project and understands why it has taken so long to get this accomplished. Ms. Munn will do her best to see that all streets are done.

M. Seaside Park – Mayor Janci reported clean up at the Park has begun and the official Town of Wachapreague Clean Up Day will be Saturday, May 7th.

N. Delinquent Town Real Estate Taxes, Vehicle & Golf Cart Tags –Mayor Janci advised speaking with someone recently who advised they would be coming in to bring their account up-to-date. The Mayor also advised additional people have come in to purchase decals/tags, even someone whose vehicles were not listed on the Counties or Town's records.

O. Zoning Administrators Report – Mayor Janci discussed a resident who had a business on Church Street that had been in existence prior to him becoming the Zoning Administrator. The resident then purchased property around the corner and moved this business to that location. When the Business License was issued it read, Home Office Use Only.

John Joeckel inquired into whether there are other businesses in Town that are located in a residential area that are using the property for anything other than a home office setting and if so is it written somewhere that they are exempt or grandfathered in?

Mayor Janci responded by saying these businesses were in effect under prior Councils and Zoning Administrators and therefore appeared to be acceptable.

Aileen Joeckel, also a member of the Planning Commission, advised the Commission will be going over all of the Ordinances on file and will present to Council any changes or additions they feel are necessary.

P. Property Survey Report – Mayor Janci advised he has received the Final Survey Map but did not have it to show Council and due to its size must be copied outside. He went on to state it shows the property being approximately 25 acres by the surveyor’s measurements. The survey follows all ditch lines with some of the pins pre-existing in the center of the ditch lines. There is also verbiage that he used to establish his findings. Should this survey be contested he will stand behind it.

Q. Mosquito Control – Council discussed Ehrlich’s Pest Control service which has been utilized for the past years. Aileen Joeckel reported communications received from VMCA (Virginia Mosquito Control Association) on the Zika virus were forwarded to Ehrlich. Ehrlich responded that their Entomologists continue their research on mosquito control and the Zika virus and that they support the CDC’s recommendations of using mosquito repellents, clearing any water containers around homes and neighborhoods, using screens, long sleeved shirts and pants, avoiding exposure to mosquitos by staying indoors during dusk hours, etc. They also mentioned that the Town only uses larvicide and dunks.

Bonnie Munn made a Motion to pay Ehrlich \$3,094.15, which is the discount amount if paid by May 1, 2016, for the Town of Wachapreague mosquito service for the period April 2016 through March 2017 and Aileen Joeckel seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

R. Floodplain Administrator/CRS Coordinator – Aileen Joeckel advised she has completed all paperwork for attending the CRS course scheduled for June 13th through 16th. Ms. Joeckel has met Charley Banks of DCR who is the Floodplain Program Engineer and he has confirmed her eligibility for taking this course.

S. Planning Commission – Ms. Joeckel advised all members now have copies of the Town Ordinances and soon will be meeting to go over them.

T. Tourism/Business – Aileen Joeckel discussed

- Town and Tourism websites that she recently forwarded to council. She would like the Minutes of the Council Meetings to be noted by date only with a link to assess particular minutes as was done on the Town’s .org website. Ms. Joeckel has also put the historical photographs up with words of description. She has requested any errors be brought to her attention. It was confirmed the first Saturday in May will be designated as Clean-Up Day at Seaside Park and this will be made a part of the notices under “Events”.
- Chris Wardius has offered to sublet his billboard on Route 13 at a cost of \$400 per month. Ms. Joeckel advised there will be an expense for set up and that it will need power from a transformer for lighting. The Town is getting advice from a marketer on how the sign should look and read. For the Grant purposes it must have “Little City by the Sea, a Playground for your Passion”.
- Ms. Joeckel has spoken with VIMS to see if it would be possible to have tours occasionally. With prior notice VIMS would entertain Wednesdays at 9:00 a.m. but does not want any signs advertising this.
- Chris Wardius discussed the rack card holders that are now a part of the kiosk.
- Ms. Joeckel will be putting the Port of Wachapreague Marina on the upcoming Oyster Trail at a cost of \$30.

- Blake Johnson who is a member of the Young Entrepreneurs had the opportunity to go behind the scenes at WBEC, Channel 13 to watch a show. Afterwards he spoke with Doug Wheeler about a Tower Cam being placed in the Town of Wachapreague looking out over Atlantic Avenue that they could scan to a beautiful sunrise, a storm, etc. as part of their weather report. Mr. Johnson feels it would be another avenue to put Wachapreague on the map.

U. Appointments – Aileen Joeckel advised Bonnie Munn is interested in being a part of the Board of Zoning Appeals once she is off council. Ms. Joeckel just needs one more.

V. 4th of July Celebration – Mayor Janci advised there will be one more entry in the parade, the Roaritan Club.

VII. New Business - John Joeckel questioned why the Wachapreague Fire Company had not notified the residents or Council that they had transferred the EMS Wachapreague Ambulance to Painter, instead of becoming aware of it in the newspaper.

- Steve Jones stated he recently had the need of an ambulance that came in from Melfa which response time was probably faster than a volunteer ambulance would have been.
- Blake Johnson is a member of the Wachapreague Fire Company and advised the directive came down from the County of Accomack to maintain certain stations along Route. 13.

VIII. Announcements – None

IX. Adjournment – Bonnie Munn made a Motion to adjourn the meeting and Stuart Bell seconded the Motion. The meeting was adjourned at 9:15 p.m.

CBW
4/12/16

MAYOR

TOWN CLERK

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
MAY 10, 2016

COUNCIL PRESENT: Fred Janci, Mayor, Bonnie Munn, Vice Mayor, Stuart Bell, Jeanette Sturgis and John Joeckel

ABSENT: Susie Atkinson and Aileen Joeckel

TOWN CLERK: Lynn Weeks

TOWN COUNCIL MEETING

I. Call to Order – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on May 10, 2016 in the Wachapreague Town hall.

II. Pledge of Allegiance – Mayor Janci lead the Council in the Pledge of Allegiance.

III. Public Comments – Mayor Janci presented Ruth Boettcher of VDGIF and Hank Badger of VMRC

- The purpose of Mr. Badger’s presentation was to answer questions raised by the Town of Wachapreague as to Dawson Shoals. Mr. Badger advised VMRC has owned Dawson Shoals and various other land masses along the coast since the 1990’s. Mr. Badger provided literature on “Coastal Primary Sand Dune/Reaches Guidelines: Barrier Island Policy” and “Management Plan for the Ungranted State Lands”, as well as an inventory of State owned lands along the Atlantic Coast of Accomack and Northampton Counties. Mr. Badger advised there has been a 50’ loss of sand every year since 2001.
- Mr. Badger indicated boaters are welcome on Dawson Shoals but advised pets need to be restrained or under control of their owners.
- Additional maps may be requested from Royce Ridge in Newport News at (757)247-2230.
- Ruth Boettcher of Virginia Department of Game and Inland Fisheries presented a Table of avian nesting pairs on Dawson Shoals between 2005 and 2015 and, a Table representing Cedar Island shorebird breeding pair totals from 2011 to 2015. These Tables show the breed and the concern for the species delineated as; greatest conservation need, State-threatened species, Federally-threatened species or State endangered species. Ms. Boettcher spoke of the posted signs to keep people and animals away from the protected breeding areas. Ms. Boettcher advised breeding times run from April or May through August to September.
- MiMi Sedjat complimented the Town Council on all of their achievements and hopes the oncoming council will be as pro-active. Ms. Sedjat wondered why the upcoming council were not present at this meeting believing this would be a good way for them to get acclimated.
- John Joeckel discussed the navigable and non-navigable waterway projects and the need for funding. The Navigable Waterways Committee is in the process of prioritizing projects with economic evaluation to provide supporting documentation for the needed funding of waterway dredging and maintenance of aids to navigation. ~~Mr. Joeckel mentioned a possible Federal Grant with a 65% Federal to 35% Town matching.~~ As a unified voice mutually agreed to objectives will benefit the entire Eastern Shore waterway system and provide guidance to the Accomack and Northampton County Supervisors who can provide political support for mutually agreed to regional project programs at the State and Federal levels. One goal is to have these regional projects submitted to the General Assembly for consideration in their 2018 Budget for State waterway funds.
- **IV. Approval of Agenda** – John Joeckel requested the removal of the Virginia Hazard Mitigation Plan (B), Eastern Shore Regional Navigable Waterways Committee (C), Fishing and

Crabbing Pier Project (D), Spoil Site Fees (E), Property Donation Concerns (F) and Floodplain Administrator/CRS Coordinator (Q).

Bonnie Munn made a Motion to approve the removal of Agenda Items B, C, D, E, F and Q and Stuart Bell seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

V. Approval of Minutes – Bonnie Munn made a Motion to Approve the February 9, 2016 and April 12, 2016 Town Council Meeting Minutes and Stuart Bell seconded the Motion. There being no further discussion the February 9, 2016 and April 12, 2016 Minutes were approved by all.

V. Review of Financial Report – John Joeckel reported the Town and Town Marina are both okay.
TOWN

- Total Assets are down \$40,000 due to the property purchase dredge site.
- Profit and Loss Statement shows income down by \$1,000 and expenses are up by 9% or \$6,700 due to professional fees and survey costs.
- Net Income is down 50%, \$8,000 this year versus \$16,000 last year.

MARINA

- Cash assets are up by 8% or \$8,000 this year.
- Net Income is \$10,000 over last year.
- Ms. Weeks reported an on-site inspection and valuation services of the Town Marina was performed on behalf of VML Insurance which shows an increase of \$52,000 bringing the replacement cost to \$813,000. Mr. Joeckel does not know how this will affect the insurance premium.
- Also noted was an increase in expenses for Seaside Park which Mayor Janci stated should include \$1,000 in donations. Mayor Janci is to speak with Mary Jo Tatum on this.

Bonnie Munn made a Motion to approve the Financials and Stuart Bell seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

VI. Unfinished Business

A. MARINA –Mr. Joeckel advised he has nothing to report on the VPA Grant as their decision will not be made public until May 24th.

- Mr. Joeckel noted a sign at the Marina which indicates a \$1,000 cash reward for any vandalism. No one on council was aware of this sign. Council wants it removed.
- Mr. Joeckel also noted the “No Wake” signs need to be replaced and thought this was to be done before the Flounder Tournament. Mr. Joeckel also feels they should be anchored in a better way as we are always losing them.
- Stuart Bell pointed out the flag pole at the Marina is all rusty and needs to be sanded down and repainted. J.D. Bradshaw and John Burton will be requested to handle this. Also requested are LED spot lights with photocell to shine on a new flag and Street Number be placed on the Marina Building.

Stuart Bell made a Motion for the purchase of a new flag, rust removal and paint, LED lights with photocells and the Street Number on the Marina Building in an amount not exceed \$1,500 which was seconded by John Joeckel. There being no further discussion a vote was taken and passed unanimously.

B. Virginia Hazard Mitigation Plan – Removed from Agenda, see Section IV.

C. Eastern Shore Regional Navigable Waterways Committee – Please see Public Comments otherwise removed from the Agenda, see Section IV.

D. Fishing and Crabbing Pier Project – Removed from Agenda, see Section IV.

E. Spoil Site Fees – Removed from Agenda, see Section IV.

F. Property Donation Concerns – Removed from Agenda, see Section IV.

G. Budget – FY2017 – Mr. Joeckel proposed Budget meetings be scheduled for Saturday, May 28th at 10:00 a.m. for the Budget Work Session, post the Budget Ad in the Eastern Shore News for the June 1

publication, June 14th for the Public Hearing on the Budget and Town Council Meeting and, June 21st for the approval meeting. All council were in agreement with this schedule.

H. Town Maintenance/Garbage – Bonnie Munn mentioned the Garbage truck has been serviced by Moore’s Towing and Repair Company in Exmore where the two rear pistons had to be refurbished. Ms. Munn was pleased that the truck went in for service late Wednesday night and ready for pick up the following Monday morning and the repair cost was \$1,600. The Town will definitely use Moore’s Towing and Repair for most of the Town’s truck repairs in the future.

I. Powell Memorial Park - Bonnie Munn advised she is still unlocking and locking the Park except on bad weather days. Parks & Recreation has mowed the grass. The dog training class that has been held on Saturday morning only has one more to go. There are some events scheduled through Parks & Recreation in May and June and they have been keeping Ms. Munn up on the schedule.

J. Town Hall Beautification/Maintenance –Bonnie Munn has nothing new to report.

K. Streets and Drainage – Stuart Bell said vehicles are still parked on the sidewalks along Main Street. Chris Isdell of VDOT has informed Mr. Bell that VDOT will not do more repair work on the sidewalks along Main Street if this continues. Discussed also was updating the Parking Ordinance to include a fine. “No Parking” signs along Main Street are needed. To be discussed at a later date.

L. Safety/Security – Mr. Bell has nothing new to report.

M. 911 System – Was not discussed.

N. Seaside Park – Mayor Janci reported a dozen volunteers came out to help on Saturday, May 7th, the official Town of Wachapreague Clean Up Day. He very much appreciated the help from Vernon and Cathy Bell, Joe and Shirley Barry, Steve and Barbie Jones, Pete Hodgson, Joyce Munden and family and David and Mary Ann Gouak.

O. Delinquent Town Real Estate Taxes, Vehicle & Golf Cart Tags –Mayor Janci thanked Ms. Weeks for her diligence on the delinquencies, which he was pleased to note is dwindling. He noted there was still 3 that owe a fair amount. Residents are still coming in to purchase Town tag/decals.

P. Mosquito Control – Nothing new to report.

Q. Floodplain Administrator/CRS Coordinator – Removed from Agenda, see Section IV.

R. Planning Commission – John Joeckel presented a proposed letter, in accordance with Virginia Code, §15.2-2212, for appointment to the Planning Commission with staggered dates of termination for Pete Hodgson, Z.R. Lewis, MiMi Sedjat, David Van de Graff and Aileen Joeckel. Mr. Joeckel noted an appointee may request reinstatement once their term ends.

John Joeckel made a Motion that all Planning Commission Members receive the proposed letter, in accordance with Virginia Code, §15.2-2212, with staggering dates of termination, and Stuart Bell seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

S. Tourism/Business – John Joeckel reported, in Aileen Joeckel’s absence that

- The Graphics for the Way Station signs are in the works.
- The Town website is near completion.
- Citizens for a Better Eastern Shore (CBES) is having their Bike Tour on Saturday, October 22nd, which will be begin and end in Wachapreague. Meriwether Payne is part of CBES and is looking for sponsors in the range of \$2,500, \$1,000, \$500 or \$100. Jeanette Sturgis and Bonnie Munn mentioned Pepsi sometimes will sponsor a banner if approached and Ms. Payne agreed.
- Bonnie Munn stated she would have J.D. Bradshaw and John Burton put up the flags along Main Street for the Bike Tour.

Stuart Bell made a Motion to Sponsor CBES for \$500 for their October 22, 2016 Bike Tour with placement of the flags along Main Street and John Joeckel seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

T. Appointments – John Joeckel presented a proposed letter, in accordance with Virginia Code §15.2-2308, for submission to Judge O’Brien for appointing Patricia Bragg, Stuart Bell, Charles Fair, Bonnie

Munn and Aileen Joeckel to the Board of Zoning Appeals for the Town of Wachapreague. These appointments will become effective July 1, 2016, with staggering dates of termination. An appointee may request reinstatement once their term ends.

John Joeckel made a Motion to send a letter to the Accomack County Circuit Court Judge, William R. O'Brien, in accordance with Virginia Code §15.2-2308, for appointing Patricia Bragg, Stuart Bell, Charles Fair, Bonnie Munn and Aileen Joeckel to the Board of Zoning Appeals with staggering dates of termination and Bonnie Munn seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

U. 4th of July Celebration – Mayor Janci discussed the upcoming 4th of July Celebration which is on a Monday this year and asked if present council would volunteer. Bonnie Munn offered to once again secure the Permit for closing Main Street for the parade, Jeanette Sturgis said she would be happy to make cupcakes, etc., but that she will be out of town that week-end. Ms. Weeks has offered her time in whatever capacity would be needed. John Joeckel said he has offered to cook at the event but has never been requested to follow through.

VII. New Business – Resident, Jeff Deem of Custis Street, had written a letter to Mayor Janci about the potential of a tree falling across the road and hitting his house that is on the property line of two neighbors. Mr. Deem wanted to know what his options were regarding his concern and Mr. Joeckel and Ms. Munn suggested he contact the neighbors, either in person or in writing. Mentioned was the fact that the tree is leaning and its roots are showing, however, Mr. Deem is not sure if the tree is healthy or sick. By notifying the neighbors in writing and they do not address his concerns and the tree falls across the street and hits his house he would have legal recourse. Mr. Deem is to write a letter to both neighbors of his concerns.

VIII. Announcements – None

IX. Adjournment – John Joeckel made a Motion to adjourn the meeting and Bonnie Munn seconded the Motion. The meeting was adjourned at 8:35 p.m.

CBW
5/10/16

MAYOR

TOWN CLERK

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
JUNE 14, 2016

COUNCIL PRESENT: Fred Janci, Mayor, Bonnie Munn, Vice Mayor, Susie Atkinson, Stuart Bell, Aileen Joeckel and John Joeckel

ABSENT: Jeanette Sturgis

TOWN CLERK: Lynn Weeks

PUBLIC HEARING

Budget FY2017

Mayor Janci discussed the purpose of this meeting is to go over the proposed FY2017 Budget and turned the Public Hearing over to John Joeckel. Mr. Joeckel advised a Budget Work Session was held on May 28, 2016 and the proposed FY2017 Budget was advertised in the Eastern Shore News on June 4, 2016. The Council meeting to approve the Budget is scheduled for June 21, 2016.

Cathy Janci questioned the reduction of \$250 in the Seaside Park Fund that was \$1,250 last fiscal year but is budgeted for \$1,000 this fiscal year.

John Joeckel pointed out in FY2014 and FY2015 the Budget was \$1,000 and in FY2016 it was \$1,250 Mr. Joeckel brought up the fact that there is a \$1,778 reserve in this fund which has not been used. Mr. Joeckel indicated declining revenues, reduction in assets, Floodplain Manager/CRS Coordinator salary and a proposed increase to the town employees as a reason for the decrease.

In response Mayor Janci stated there were many line items that could be looked at. In response to the \$1,778 reserve in the Seaside Park Fund was due to donations to the Park at Town Picnics and that he uses the allotted amount from the Town first before accessing the reserve.

TOWN COUNCIL MEETING

I. Call to Order –Mayor Janci called to Order the Town Council Meeting at 7:10 p.m. on June 14, 2016 in the Wachapreague Town hall.

II. Pledge of Allegiance – Mayor Janci lead the Council in the Pledge of Allegiance.

III. Public Comments – Mayor Janci opened the Public Comment session to Nat Atkinson. Mr. Atkinson asked about the Spoil Site fees which had been voted on at the May 10, 2016 Town Council Meeting but is still noted on the Agenda. As a Charter Boat Captain he is concerned about any increase to slip holders which the owners would inevitably have to have reflected in their rates. Mr. Atkinson mentioned the reduction in fishermen chartering boats and so asked council to please take this into consideration.

Mimi Sedjat wanted to thank the Town for the renovations done to the flagpole and said how nice it looks with the flag flying at the Marina. Ms. Sedjat also discussed the webcam at the Island House overseeing the waterway that Channel 13 Weather shows sometimes in the morning and evening when reporting the weather. Blake Johnson of the Island House recently had mentioned his visit to the station and the possibility of the weather webcam. Ms. Sedjat went on to thank Stuart Bell for following through on the drainage issue at her house and Mr. Bell having a representative from VDOT review hers and other problem areas in the Town of Wachapreague.

IV. Approval of Agenda – Bonnie Munn requested the removal of (H) Town Maintenance/Garbage, (I) Powell Memorial Town Park, (J) Town Hall Beautification/Maintenance; Susie Atkinson requested

removal of (E) Spoil Site Fees; Stuart Bell (L) Safety & Security and John Joeckel requested removal of (D) Fishing and Crabbing Pier Project and (F) Property Donation Concerns.

Bonnie Munn made a Motion to approve the removal of Agenda Items D, E, F, H, I, J and L and Susie Atkinson seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

V. Approval of Minutes – John Joeckel questioned a passage in the May 10, 2016 Minutes where it was written “Mr. Joeckel mentioned a possible Federal Grant with a 65% Federal to 35% Town matching” which is incorrect. Ms. Weeks is to remove this portion from the May 10, 2016 Minutes. There were no comments on the May 28, 2016 Budget Work Session.

John Joeckel made a Motion to Approve the May 10, 2016 Minutes, with revision, and the Special Town Council Meeting – Work Session of May 28, 2016 and Stuart Bell seconded the Motion. There being no further discussion the May 10, 2016 and May 28, 2016 Minutes were approved by all.

V. Review of Financial Report – John Joeckel reported
TOWN

- Total Assets are down \$45,000 due to the property purchase dredge site.
- Income is down by \$3,500 primarily due to no grass cutting this year, outstanding auto tag/decals sales of \$1,200 with total repairs and maintenance of \$2,000.
- Professional fees are up 125% mostly relating to land purchase and survey fees of \$4,500.
- Total expenses are up by 12% or \$9,000 over last year.
- Net Income is down 75% or \$13,000 versus last year.

MARINA

- Total income is up \$8,000 this year over last year.
- Expenses are down \$8,000 over last year.
- Net income is up \$11,000 versus a negative \$5,000 last year.
- Total assets are \$6,000.

Susie Atkinson made a Motion to approve the Financials and Bonnie Munn seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

VI. Unfinished Business

A. MARINA –Mr. Joeckel advised the Virginia Port Authority Grant has been approved in the amount of \$63,750 for the dredging at the Town Marina with the Town being responsible for \$16,250.

- Mr. Joeckel asked Sandie Puchalski about the “No Wake” signs. Ms. Puchalski advised she has them and they will be put up in the near future.
- Stuart Bell asked about the sign at the Marina which offers a cash reward for vandalism. Ms. Puchalski advised the sign was placed there when the Marina first opened and no one has ever made a claim. It was decided the Town employees would remove the sign and replace it with one that does not offer a reward.

Stuart Bell made a Motion for the Town employees to remove the sign and replace it with one that does not offer a reward which was seconded by John Joeckel. There being no further discussion a vote was taken and passed unanimously.

B. Virginia Hazard Mitigation Plan – Mr. Joeckel advised the correct name for this is the Accomack-Northampton Regional Hazard Mitigation Plan. A meeting was held recently and the members are diligently working on putting together the coastal erosion and projected damages associated with it. This is a two year process and they are one year into it. Someone on the upcoming council needs to attend these meetings as FEMA will not award the Town CRS credits if one meeting is missed. The next meeting is the first Wednesday in July (July 6, 2016) at the Community College from 10:00 a.m. to 12:00 noon.

- Aileen Joeckel reported that in the meeting with Curtis Smith, Connie Morrison and David Fluhart the question came up of rental properties in Town. When it was mentioned the building across the street had a rental property on the main floor Mr. Fluhart had indicated it was illegal as it was not zoned apartment. Mayor Janci indicated it has always been an apartment since he has been in Town but will check into it.

C. Eastern Shore Regional Navigable Waterways Committee – Mr. Joeckel, Chairman of this Committee, had a meeting with the Coast Guard at the end of May. The Coast Guard will be removing 166 aids to navigation out of the 241. Wachapreague fared well as all aids to navigation from Finney Creek to Wachapreague Channel all the way out to the Inlet will be maintained. The Coast Guard will be putting back all of the bouys at Bradford Bay and replace the ones they never replaced before. NOAA will be doing some surveys of the inlets in Chincoteague, Quinby, and Wachapreague. There is a need to better determine the waterways from the Inlet all the way to Marker 122 that has not been done in decades. Once these surveys are published the Committee can take further steps to work with the State Commonwealth on dredging of both the Bayside and Seaside, Wachapreague being the priority.

D. Fishing and Crabbing Pier Project – See Section IV.

E. Spoil Site Fees – See Section IV.

F. Property Donation Concerns – See Section IV.

G. VML Insurance

(a) Annual Renewal July 1, 2016-2017 –the premium is \$9,706.

Bonnie Munn made a Motion to approve expenditure of \$9,706, annual rate for the 2016-2017 period for the Town of Wachapreague and Stuart Bell seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

(b) Virginia Municipal League membership dues for 2016-2017 of \$388.00.

Bonnie Munn made a Motion to approve the membership dues of the Virginia Municipal League in the amount of \$388 for 2016-2017 and Aileen Joeckel seconded it. There being no further discussion a vote was taken and passed unanimously.

H. Town Maintenance/Garbage – See Section IV.

I. Powell Memorial Park – See Section IV.

J. Town Hall Beautification/Maintenance – See Section IV.

K. Streets and Drainage – Stuart Bell advised meeting with Chris Isdell of VDOT and an associate of his to go over the drainage problem in Town. They met with Charles Fair at 11 Church Street where the culvert is in bad need of repair, clear to Custis Street. Also addressed was the Siskovich property at 2 Lee Street, Brooklyn and Liberty, Pearl to Mears including the property behind Bill Burnham’s house. Chris Isdell stated this is covered by VDOT and he will have the repairs done. Mr. Bell hopes the credit will be given to this council when they see VDOT at work.

Also discussed were people parking on the sidewalks and it was noted anyone on council could address the individuals when they see them.

The matter of people sitting on their lawn chairs on the sidewalk along Main Street was discussed. It was felt it did not give a good impression of the Town.

L. Safety/Security – See Section IV.

M. 911 System – Bonnie Munn advised meeting with Freida of the Accomack County Administrator’s Office with Ms. Weeks who gave detailed instructions on the forms that needed to be filled out and sent to MSAG. Ms. Munn advised it has been four years in the making with Selina Coulbourne taking the reins and getting this started and then passing them on to this council. Susie Atkinson indicated that she had been involved in the 911 system in the past by going to the Fire Department and copied the 911 Book. Ms. Munn said it is a thankless confusing job but it will soon be completed.

N. Seaside Park – Mayor Janci advised Dreux Alvare of Hortco is checking the plants he planted around the gazebo as some of them are not looking good. Dreux indicated he will give them a little more time and replace them if warranted.

O. Delinquent Town Real Estate Taxes, Vehicle & Golf Cart Tags –Mayor Janci discussed several outstanding real estate properties and advised he will speak with some of them. There are several golf cart owners who have not purchased a decal. This is to be discussed later.

P. Mosquito Control – Mayor Janci had contacted Ehrlich requesting the technician contact him when he comes to Town to see exactly where he is placing the dunks. The technician has spoken with the Mayor, however, the Mayor was not available to meet with the technician at that time.

Q. Floodplain Administrator/CRS Coordinator – Removed from Agenda, see Section IV.

R. Planning Commission –Aileen Joeckel addressed Robert Hodgson, a member of the Planning Commission, and it was decided a meeting would be held in the month of July.

S. Tourism/Business –Aileen Joeckel reported

- The Town website now has the History link with photographs. Mona Cossitt has some additional charges for the work she has done and requires payment before launching the websites. There will be some additional charges for training Ms. Weeks on updating council information, adding minutes, events, etc.
- Two options were presented to use the Billboard sign on Rte. 13, in Painter which is owned by Thomas Hickman. The Wachapreague Inn has been leasing it and has offered to sublease it to the Town for a two year period. The first option would be \$400/Month with a one-time installation cost of electric and lights on the sign of \$1,100 with a \$40-\$60 a month electric bill. The second option was \$275/month with the Town being responsible for all labor and materials to install lights, monthly electric bill, trimming bushes and any maintenance needed such as framing, plywood or poles. Ms. Joeckel believed that once the improvements were made the cost would be \$4,020 which would include electricity and getting it up and running. Ms. Joeckel broke this down even further with light installation \$1,500; Skin for the billboard \$1,000; improvements \$500; Structure \$500; \$200 for the person who is doing the artwork with the sign needing to read “Eat, Stay & Play”, Wachapreague “Little City by the Sea” and a “Playground for your Passion”. Also discussed was a picture of Blake Johnson and his family.
- Susie Atkinson questioned if Thomas Hickman is aware of this arrangement. She feels a confirmation from him is required. Ms. Joeckel is to check on this.

Aileen Joeckel made a Motion to Approve Option Two pending approval by Tommy Hickman in the amount of \$7,500, which includes lights, skin, design and upgrades and Bonnie Munn seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

- Ms. Joeckel advised the Tourism Board Meetings are usually held on a Thursday at 9:30 a.m. at the Island House, pending availability of all members. As the Grant is in Ms. Joeckel’s name and she has a six month extension she will stay on to the completion. However, someone on council needs to be appointed to participate in these meetings and report to council.

T. Appointments – Mayor Janci advised speaking with David Rowan and that sitting council members cannot be approved for the Board of Zoning Appeals until after June 30, 2016. Mr. Joeckel stated that the appointment of the Board of Zoning Appeals members does not become effective until July 1, 2016 and that there is no conflict. Mayor Janci questioned whether a citizen can be on more than one committee i.e., the BZA and the Planning Commission as the Town Charter indicates “council shall appoint a board of appeals, consisting of five members, none of whom shall hold any other positions within the town.” Susie Atkinson said she believes that passage means no one on council can be on the BZA. When her father was on council that was how it was.

U. 4th of July Celebration – Bonnie Munn advised obtaining the Permit to close Main Street by obtaining signatures from Dale Pusey of VDOT, Sheriff Todd Godwin, Sargent J.J. Renas of the State

Police and Steve Miner, County Administrator, for the 4th of July parade. Also 20 cones have been reserved for the street closure and must be picked up by Friday at VDOT on Courthouse Road in Accomac. Ms. Munn also advised the \$100 fee of VDOT for street closures was waived. Ms. Munn also has spoken with Sheriff Todd Godwin who has accepted the Town's invitation to be the lead in the parade.

Mayor Janci gave the tentative schedule for the parade; line up on Bradford's Neck Road at 12:30 p.m., parade to commence at 1:00 p.m., skydiving at 2:00, food 2:15 to 2:30. Entrants in the parade are the Accomack Community Band, Fire Company, Coast Guard, Ruritan Club of Pungoteague, decorated golf carts, etc.

VII. New Business – Mayor Janci advised the Town is in receipt of a letter from the Department of Public Safety. The Board of Supervisors has designated this Department as the enforcing agency for the Statewide Fire Prevention Code (SFPC) in the county and appointed Peter Surran, Fire Inspector, as the local fire official. Expressed in this letter were three options: (1) The Town could adopt enforcement of the SFPC and appoint its own fire official; (2) Draft an Ordinance or Official letter stating the Town adopts enforcement of the fire code and that the county fire official will be the town's fire official; (3) Draft an Ordinance adopting enforcement of the fire code but designating that the State Fire Marshal's Office (SFMO) will conduct inspections in the Town. It was the consensus of council to go with the County.

VIII. Announcements – Mayor Janci thanked council for all the work they have done over the past years. Mayor Janci thanked Bonnie Munn for her diligence on 911 where submission to MSAG has been done plus her work on Powell Memorial Park and with the town maintenance personnel; Stuart Bell for his tenacity with Chris Isdell of VDOT relating to repair of the sidewalks along Main Street and showing him the poor condition of the Town's drains which VDOT recognized as a responsibility of theirs and VDOT will repair them; John Joeckel on preparing Budgets for the Town, requesting and receiving VPA Grants for dredging the Town Marina which he has handled from start to finish, participation in the Accomack/Northampton Hazard Mitigation Steering Committee who meet once a month, and oversaw the Marina in general, and preparation of Ordinances from draft form to final approval, to name a few; Susie Atkinson for her handling of mosquito control and her prior commitments to the Town over the years; Aileen Joeckel for having worked with the Business and Tourism Advisory Board, consisting of local businesses whose accomplishments were the Town Kiosk, Town and Tourism Websites, Picture Boards for the Town Marina, a \$10,000 Grant and many more, and being a part of the Planning Commission. Mayor Janci stated that even though there were ups and downs he was happy to have worked them.

IX. Adjournment – Aileen Joeckel made a Motion to adjourn the meeting and Bonnie Munn seconded the Motion. The meeting was adjourned at 8:30 p.m.

CBW
6/14/16

MAYOR

TOWN CLERK

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
AUGUST 9, 2016

COUNCIL PRESENT: Fred Janci, Mayor, Robert Hodgson, Vice Mayor, Kathy Ciaccio, Cathy Janci, Don Minniear, Sandie Puchalski and Carlee Vincent

TOWN CLERK: Lynn Weeks

TOWN COUNCIL MEETING

I. Call to Order –Mayor Janci called to Order the Town Council Meeting at 7:05 p.m. on August 9, 2016 in the Wachapreague Town hall.

II. Pledge of Allegiance – Mayor Janci lead the Council in the Pledge of Allegiance.

III. Public Comments – Mayor Janci outlined procedures during the Public Comment session where the public is encouraged to speak however council will only consider the comments at that time. Once the Town Council Meeting commences, there will be no public interaction unless the council has a question of the public that will facilitate deliberations.

- Bonnie Munn complimented Aileen Joeckel on the Town and Tourism websites that have now launched.
- Aileen Joeckel wanted the new council to know that she and her husband, John Joeckel, had prepared Grant requests for the Seaside Park in hopes of getting the well back up and running. Unfortunately those Grant requests were denied. Ms. Joeckel further stated some year and a half ago at Seaside Park, she believed it was CVMS and DEQ a discussion took place about a well and fountain. In response to whether this was pursued or not, it was not. Further Ms. Joeckel, in speaking on her husband’s behalf, noted that the last Marina dredge run by Mr. Joeckel he did not charge the Town for his services. With the upcoming marina dredge he was asking for \$3,500, \$1,000 less than the former manager of the project and that he had planned on donating it to the Seaside Park. Ms. Joeckel wanted to know if the current manager will be donating the \$3,500 to Seaside Park. Mayor Janci questioned if the Seaside Park referred to is the same one that is overfunded.
- Robert Hodgson suggested this come under the Spoil Site Fees as this is the first he has heard of the \$3,500 fee being donated to a town project. So this matter was tabled.
- Val Vincent was on council when the Seaside Park was first created and there was a well. A conversation took place at that time with either Bundick or Boggs. At that time the council had to deal with septic tanks and a swimming pool, which were filled in, as well as incorporating a bench, trees and a walkway.
- Ms. Joeckel asked if the Minutes of the meetings is current to which Ms. Week replied no.

IV. Approval of Agenda –Sandie Puchalski made a Motion to approve the agenda and Robert Hodgson seconded it. A vote was taken and passed.

V. Meeting Rules –See section III.

VI. Approval of Minutes – Cathy Janci made a Motion to accept the Minutes of the Oath of Office and Town Council Meeting of July 12, 2016 and Kathy Ciaccio seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

VII. Review of Financial Report – Mayor Janci reported on the Profit and Loss Budget versus Actual for the period July 2015 through July 31, 2016 for the Town and Marina.

TOWN

- Increase of total income, but only by \$100.
- Expenses for Advertising/Tourism are higher by \$60, postage is less, insurance is down by \$659, repairs are down by \$1,734.
- Year to date we are better now with \$6,719 compared to \$4,182 last year with \$2,637.

Mary Jo Tatum gave us notification that these numbers are not complete at this time pending the end of Fiscal Year 2016 transactions.

MARINA

- Profit and Loss comparison show us down by \$256 in short term rentals.
- Total Expenses are down with a -\$2,119 this year versus -\$1,743 last year or \$377.

Robert Hodgson requested on future financial statements all line items be shown, whether or not any there be any income or expense, i.e. meals tax. A request is to be made to Mary Jo Tatum for this in the future.

No Motion to approve the financials was taken pending the inclusion of the line items requested. All council were in agreement.

XI. Unfinished Business

A. MARINA – Sandie Puchalski provided a repair list with project descriptions, as follows: 1. Shore up the dock pond area; 2. Repair worn and broken whaler supports under docks, ramp and floating dock areas first plus supplies 3. Replace/repair dock boards and runners, marine grade wood and hardware needed, again starting with the side ramp and floating dock areas. 4. Scraping of pilings and support beams; 5. Repair/replace wood around Marina Harbor Office building and restrooms with T-11 (only T-11 panels will be needed); 6. Pressure wash the Marina Harbor office building to remove plant growth and then paint with sealer; 7. Fix/replace fence & top railing around the duck pond area. Ms. Puchalski will provide estimates for this work at the next council meeting.

Mayor Janci reported having obtained the Land Disturbance Permit required for the dredge and that Tyrone Upshur of the Accomack County Planning Department, Environmental Section, was taken on a tour of the spoil site, as this is now Town property.

Ms. Puchalski advised Crystal Clean has paid for the temporary repair of the marina driveway. Ms. Puchalski also received the estimate from Beauchamp Construction to repair and replace the pavers in the amount of \$10,325, which she has forwarded on to Crystal Clean and is awaiting their response.

B. Virginia Hazard Mitigation Plan – Robert Hodgson reported attending the August 6, 2016 meeting of which only 4 people attended. There is not much going on at this time but believes it will be finalized in February, 2017. No new meeting has been scheduled.

C. Spoil Site Fees – Mayor Janci discussed the opposition by the Marina and Charter Boat owners to any additional fees. Mayor Janci has spoken with David Rowan about a resolution passed by former council and Mr. Rowan does not feel it is valid. This council has the option of doing their own resolution, letting it stand at this time or do nothing. It came to the attention of the Town Clerk that the Minutes of the April 12, 2016 Meeting are incorrect as councilman Stuart Bell, in making his Motion to not charge “Marina Owners” any fees for use of the Town Spoil Site, it read “Waterfront Property Owners” instead.

- Mr. Hodgson believes more discussion is needed on the various issues such as, mobilization fees, maintenance of the spoil site and possibility of selling portions of the land, grant monies, etc., to make it clear to everyone.

It was decided and agreed upon by all council that a Special Town Council Meeting – Work Session be scheduled for Thursday, August 18, 2016 at 6:00 p.m. in the Town Hall on the subject of “Dredging and Spoil Site Fees and Expenses. A notice is to be posted in the Post Office, Town Hall and Kiosk by August 10th.

D. Town Maintenance/Garbage – Sandie Puchalski advised there were only two properties where the grass is overgrown. The Parsonage on Main Street is one but it has been sold and at this time it is

unknown who purchased it. This will be looked into. The other property is owned by the Button family and a letter has been sent to them.

E. Powell Memorial Park – Sandie Puchalski handed out a list of repairs needed at the Park; dugout clean up, replace rusted fence by 3rd base side of field, take down old fence poles around playground area and replace with 4x4 poles and rope, paint rail fence surrounding parking area and park tables and swing set poles, and, dig out ditch for drainage & cut back surrounding trees. Ms. Puchalski has enlisted some of the guys from the Coast Guard to help in these repairs after the Labor Day weekend. In the interim Ms. Puchalski has already spoken with Wayne Burton and Ann with the County to see if they would furnish the materials needed and will follow up on this. The Coast Guard is looking forward to playing baseball there in the Fall.

F. Town Hall Beautification/Maintenance –Kathy Ciaccio advised of some potential donations for enhancement of Town Hall. One person has offered enough paint that could cover the interior of Town Hall. Another, a gentlemen who had worked as a floor designer for vendors at Macy’s in Manhattan, has offered to make a drawing of the interior of Town Hall to see what can be done to make it more efficient. Also discussed was the potential for office furniture and supplies. Will be discuss at a later time.

G. Streets and Drainage – Don Minniear advised he has been assessing the ditches and getting a better idea on their course. Mr. Minniear mentioned a resident on Custis who was cleaning out part of one of the ditches. Ms. Puchalski mentioned a conversation with a VDOT employee who advised the “spider” is what is used to clean out the ditches and it is out of commission.

Mayor Janci spoke of the FY2017 Budget for the Drainage & Ditch Fund of \$5,000 to hire someone to clear out the Town owned ditches. The Town owned ditches are the South Ditch, Marina to Finney Ditch and one by Liberty Street, to name a few. VDOT is responsible for their Right-Of-Way, which is 15’ from the center line in the street. All other ditches are the Town’s responsibility. Mayor Janci suggested Mr. Minniear get in touch with Stewart Hall at the County level to see if they could assist the Town. Some street signs in Town are missing; High Street, Church Street at the north end and Park Street and that some of the existing signs are not standing erect. Mr. Minniear is to follow up on this.

Mr. Hodgson was told there are detailed plans of the Town’s drainage ditches in Town Hall. He has offered to go through the files.

H. Safety & Security – Mr. Minniear had nothing to add.

I. 911 – Ms. Weeks advised she has sent letters out to all affected property owners on Lewis Place, Pearl Street, South Street, Bayview Avenue, Center Street, Switchbridge Road and Main Street where 911 had to change their records to reflect the correct street number.

J. Seaside Park – Mayor Janci discussed the upcoming Labor Day Week-end Picnic. It was decided Saturday, September 3rd beginning at 1:00 p.m. would work out for most people and the rain date will be Sunday, September 4th. There will be music and grilled burgers and hot dogs. Ms. Ciaccio has offered the use of her tent. The Jancis’ will provide all of the condiments and residents are welcome to bring side dishes if they wish to share them with their friends. Corn is being donated by J.T. and Joann Eshleman. Volunteers are always welcome.

K. Delinquent Town Real Estate Taxes, Vehicles & Golf Cart Tags – Mayor Janci indicated there are still several real estate property taxes owed and Mayor Janci has requested Ms. Weeks do letters to the owners. Also discussed was an outstanding golf cart decal for one of the business owners in Town. Contact will be made with them. Discussed was the continuing parking on the sidewalks along Main Street. Mayor Janci requested a letter be sent the offender.

L. Zoning Administrators Report – Mayor Janci advised J.T. Eshleman will be adding an unattached garage/work shop for which he has obtained a Permit. Another permit request was made to enclose a back porch on Lee Street. Both permits were approved.

L. Floodplain Administrator/CRS Coordinator – Mr. Hodgson has nothing new to report but did mention hurricane season is upon us. In looking at roads and flooding this ties into the drainage system for the Town. The Accomack-Northampton Planning District, in working on the Hazard Mitigation Plan is in discussion on the roadways for evacuation.

M. Planning Commission – Mr. Hodgson advised a meeting will be scheduled before the end of the month. In accordance with the new Ordinance all RV trailers must be road ready and inspected annually. Mayor Janci also mentioned the trailers must be moved out every so many months. Discussed was the RV Park having an Evacuation Plan in place in the event of a hurricane or high tides. When the Planning Commission presents their recommendation for any updates/changes to existing Ordinances a Public Hearing must be held.

N. Tourism/Business – Mayor Janci reported speaking with Chris Wardius about the Billboard on Route 13 in Painter to go over with him what trees, if any, needed to be removed. The Town, through former council, Aileen Joeckel, obtained a Grant which should cover the majority of expenses. The Town will pay \$275 a month for two years. Mayor Janci did a comparison and found out billboards lease for \$400 a month. To date, no word has been received on when the work will begin.

O. Labor Day Week-end Picnic – Please see Section J.

P. Feral Cat Neutering – Kathy Ciaccio mentioned speaking with a woman at SPCA who advised there had been a “Neuter Scooter” but it is very expensive and had been funded by a Grant. Ms. Ciaccio has the woman’s name and contact information.

Robert Hodgson announced the 2000-2002 Town Council adopted the Accomack County animal control regulations which they felt adequately covered this issue. Mr. Hodgson pointed out the Ordinance does not permit feral cats in Town. A call can be made to Animal Control to have the feral cat removed. It further states a feral cat becomes yours should you feed it.

IX. New Business –

- Town Wide Yard Sale will take place on Saturday, September 24th in the morning. VIMS will have their science event in the afternoon. Mayor Janci mentioned having spoken with Nick of the Coast Guard about having their Boater Safety trailer here on the same day. Mayor Janci will again speak with the Coast Guard. It was decided this would be scheduled as a “rain or shine” event.
- Carlee Vincent reported the Nature Conservancy sign on the East side of Atlantic, which depicts the birds and marsh area is so badly scratched it is unreadable. Ms. Vincent feels the Nature Conservancy should be contacted and advised of this.
- Ms. Vincent also was interested in Verizon regarding cell phone capabilities. Mayor Janci advised the Wachapreague Fire Department was dealing with Verizon but that they are at a standstill. It was suggested everyone call Verizon and see if that would help.
- Mr. Hodgson was told that the Brooklyn entrance to the Town Marina parking lot is to be closed at all times, except when the Carnival is running. Mr. Hodgson is not aware whether this was an agreement made when the Marina was built or if there is an ordinance that covers it. Mr. Hodgson he will go over this with the Planning Commission.
- Cathy Janci advised VML is once again looking for Town’s that would be interested in making a Christmas Ornament for the Governor’s Mansion Christmas Tree. The theme this year is “Home for the Holidays”. Carlee Vincent is interested and will make an Ornament depicting the Town of Wachapreague.
- Kathy Ciaccio advised speaking with Ehrlich on the Town’s Mosquito Control and discussed the annual cost of \$3,257 for killing pests and mosquitos by placing dunks around the town but indicated that only kills larvae but not adult mosquitos. Ms. Ciaccio has also spoken with Saxis who have gone with environmental friendly “fogging” and found it worked the best. Ms. Ciaccio

also mentioned speaking with Clark Industries, a manufacturer of chemicals for mosquito control who advised of other options such as buying blister packs, which you can get 600 for the price of \$275, for those areas in town that have standing water. Michael Scott was mentioned for people who would pay him individually to service their yard for \$50. However Mr. Scott may not be providing this service any more.

- Ms. Puchalski spoke of the initial response from the town where there was an opt-out program for those who did not want invasive pest control.
- Aileen Joeckel said they are pleased with the dunks and they have worked very well.
- Val Vincent advised she was responsible for mosquito control when she was on council. She noticed a big difference once the dunks were used. There is a folder of opt-out residents in Town Hall. Ms. Vincent went on to say there can be no spraying along the marsh or within 250' of any moving water. When Ms. Vincent dealt with Ehrlich in the past a suggestion was made to use gas trap machines that could collect all female mosquitos. These traps could be strategically placed around the town and make the town mosquito free. At the time the residents felt it was too expensive.
- Cathy Janci said that with the latest concern for the Zika virus possibly the town residents would be more amenable to a more aggressive treatment. The council feels additional research should be done.
- Mayor Janci reported a claim that is being made against the Town regarding the 23.197 acres of which a portion holds the spoil site. Mayor Janci upon speaking with our surveyor indicated he feels Mr. Robert Douglas has a valid claim. This is all in the preliminary stages.
- **VIII. Announcements**

IX. Adjournment – Carlee Vincent made a Motion to adjourn the meeting and Sandie Puchalski seconded the Motion. The meeting was adjourned at 9:30 p.m.

CBW
8-9-16

MAYOR

TOWN CLERK

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
SEPTEMBER 13, 2016

COUNCIL PRESENT: Fred Janci, Mayor, Robert Hodgson, Vice Mayor, Kathy Ciaccio, Cathy Janci, Don Minniear and Sandie Puchalski

COUNCIL ABSENT: Carlee Vincent

TOWN CLERK: Lynn Weeks

TOWN COUNCIL MEETING

I. Call to Order – Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on September 13, 2016, in the Wachapreague Town hall.

II. Pledge of Allegiance – Mayor Janci lead the Council in the Pledge of Allegiance.

III. Public Comments – Mayor Janci opened the meeting to the Public.

Patricia Bragg requested the Town develop an Ordinance allowing property owners to have 6 chickens in their backyard. In speaking with the County she was advised that since the Town is incorporated we are not under the 5 acre rule. It was brought to Ms. Braggs' attention that the Planning Commission is looking at all Town ordinances and this one in particular. When the Planning Commission is ready they will present it to council.

Ms. Bragg has a project in mind where she would like to purchase the unused license plates for the Town and transform them, but would not divulge how, and sell them at Daytrippers with sales being earmarked as a Town donation. Sale of any Fire Department plates would have be cleared by the Fire Company to rule out any legal ramifications.

Ms. Bragg also discussed the chicken houses where some land has been cleared but that the County Supervisors feel more studies are needed. The Zoning and Planning Commission of Accomack County will be holding a meeting on September 14th at 7:00 p.m. in Room 104. The Accomack County Board of Supervisors Meeting will be September 21, 2016 at 5:00 p.m. The Virginia Code, Article 11 states "we have the right to fresh air and clean water". It is felt the Town needs to rally together and write a letter to the County Supervisors and that Ms. Bragg would be happy to furnish the names and addresses and, even a proposed letter that could be used. She is most concerned that the Town of Wachapreague, being within the 2 mile radius of the proposed chicken houses at the corner of Wachapreague Road and Seaside Road, will create a great deal of dust that will get into houses, even with the windows closed, get on your pets, and is a high allergen for those who have allergies. She would like the Town to rally and make themselves heard.

Mayor Janci had attended the Public Hearing on September 11th on this matter and indicated that Purdue and Tyson are one of the largest employers here on the Virginia Eastern Shore and that the Accomack County Supervisors have a lot to take into consideration. Mayor Janci believes the Supervisors were rushed into making decisions and will await the Zoning and Planning Commissions report before their September 21st, meeting. It was pointed out that even though Purdue and Tyson will hire a large number of employees the Chicken Houses themselves can be run, and are being run by only one to two people.

Spencer Morgan is running for Commonwealth Attorney of Accomack County. He has been working as a prosecutor for the last five years. Since that time he has appeared in Circuit Court on 800 different matters. He finds this work tremendously fulfilling. His main goals are communication with victims, 24 hour commitment to our officers and victims and, gaining confidence with the officers and victims. He has been endorsed by Sheriff Todd Godwin. He hopes that council and the public will vote for him in November.

MiMi Sedjat asked about the signs that were made to be placed at the Town Marina and asked when they would be put up. Ms. Puchalski advised that once the work has been completed on the Marina Office building, they will be put up.

Ms. Sedjat asked when the Crab Cake Cook-off would be held and was advised it is not a Town sanctioned function but that it is being held on Saturday, September 24th at 4:00 p.m. Also being held that day is the Town Wide Yard Sale from 8:00 a.m. to 1:00 p.m. with a sign-up sheet in the Wachapreague Post Office. VIMS will be holding their "Marine Life Day" from 12:00 noon to 4:00 p.m. and the United States Coast Guard will have two of their response boats open to the public and an interactive boater safety trailer that will be parked in the Town Marina parking lot from 12:00 noon to 3:00 p.m. A newspaper ad is being placed in the Post and will also feature the Island House Restaurant, Daytrippers for shopping, the Current Reflections Art Studio and Pat Hart's Antique Shop.

Ms. Sedjat also requested a list of council members and their responsibilities to which Ms. Weeks furnished her with a copy.

IV. Approval of Agenda –Cathy Janci made a Motion to approve the agenda and Sandie Puchalski seconded it. A vote was taken and passed.

V. Approval of Minutes – Cathy Janci made a Motion to accept the Minutes of the Town Council Meeting of August 9, 2016 and the Special Town Council Meeting and Work Session on August 18, 2016 and Kathy Ciaccio seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

VII. Review of Financial Report – Mayor Janci reported on the Town of Wachapreague PRELIMINARY Profit and Loss Budget vs. Actual for the period ending June, 2016.

- The Budgeted Income for the Town was \$97,145 versus the actual of \$100,836 which shows a profit of \$3,691.
- The Budgeted Expenses for the Town was \$97,145 and the actual was \$89,280 which shows a profit of \$7,865.
- Total Profit during this preliminary stage is \$11,555.92.
- Mayor Janci stated congratulations are in order for the 2014-2016 Council on this very good result. As mentioned previously though these figures are preliminary pending Mary Jo Tatum's receipt of all final payments and depreciations.

PRELIMINARY Profit and Loss Budget vs. Actual of the Port of Wachapreague Town Marina for the period ending June, 2016

- The Budgeted Income for the Marina was \$46,775.00 vs. the actual of \$37,516, showing it is \$9,000 below the estimated income.
- The Budgeted Expenses were \$46,775 vs the actual of \$34,396.41 which is \$12,079 under budget.
- Total profit during this preliminary stage is \$3,119.59.
- Once again Mayor Janci gave credit for this to the 2014-2016 Council.

TOWN

- Mayor Janci reported the Profit & Loss Budget vs. Actual shows the Town is running over budget on Expenses. Under Dues and Subscriptions \$388 and under Publications & Postage \$227.50. There is also under Office Expenses – equipment \$350.83 and supplies \$174.22. The Mayor will go over this with Lynn Weeks and Mary Jo Tatum.
- The Mayor also reported the legal fees were high. Mayor Janci pointed out this is only the first month, some months may seem high but then several months will go by and these amounts will remain the same.

MARINA

- Mayor Janci stated that due to this being the end of the season for receipts on both the transient and annual slip holders the Marina shows a negative balance of -\$2,808 vs the budgeted amount.

Robert Hodgson made a Motion to approve the Preliminary Year End Financials for the Town of Wachapreague and Port of Wachapreague Town Marina for the Fiscal Year ending on June 30, 2016 and Sandie Puchalski seconded the Motion. A vote was taken and all agreed.

Cathy Janci made a Motion to approve the July through August 2016 Financials for the Town of Wachapreague and Port of Wachapreague Town Marina and Sandie Puchalski seconded the Motion. A vote was taken and all agreed.

Mayor Janci stated there is \$1,000 on the FY2016 Budget to donate to the Wachapreague Volunteer Fire Company.

Sandie Puchalski made a Motion to make a \$1,000 donation to the Wachapreague Volunteer Fire Company and Kathy Ciaccio seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

Cathy Janci would like the Town to make this donation to the Fire Company on an annual basis and by Ordinance if needed.

XI. Unfinished Business

A. MARINA – Sandie Puchalski had Mr. Fisher of Chincoteague come to evaluate the work required at the Marina but as of this date he has not provided an estimate. Ms. Puchalski presented estimates from Chris Wardius in the amount of \$6,800 and RP Marine for a total of \$5,220 both of which are for labor only. The repairs as reported in the August 9, 2016 Minutes and here where the work required is scraping in and around and under duck pen walkways; inspection of all whalers and timber bolts; adding whaler type wood to existing bulkhead that surrounds duck pen with two rows of whalers; scrape small boat walkway and inspect whalers and timber bolts; scrape T-dock and north dock walkway; inspect all whalers and timber bolts under walkways; rebuild floating dock requiring the floating dock to be removed to the ramp area and the walkway closed off; replacing all deck boards and any whalers to stringers needed on the floating dock walkway.

Council discussed the needed repairs to the Marina and all felt a vote at this time would be appropriate with RP Marine making the repairs.

Don Minniear made a Motion that RP Marine make the repairs to the Port of Wachapreague Town Marina by scraping in and around and under duck pen walkways; inspect all whalers and timber bolts; adding whaler type wood to existing bulkhead that surrounds duck pen with two rows of whalers; scrape small boat walkway and inspect whalers and timber bolts; scrape T-dock and north dock walkway; inspect all whalers and timber bolts under walkways; rebuild floating dock requiring the floating dock to be removed to the ramp area and the walkway closed off; replacing all deck boards and any whalers to stringers needed on the floating dock walkway, labor only, in the amount of \$5,220. This Motion was seconded by Cathy Janci. There being no further discussion a vote was taken and passed with Sandie Puchalski abstaining.

Dredging - Mayor Janci has contacted the Army Corp of Engineers and they are fine with the permit. Soundings will be performed to determine the cubic yards. The dredger, Mr. Nornes, wants any fees that will be charged to waterfront property owners who will also be dredging be made aware of the cost for transporting the spoils from their site to the spoil site be as transparent as possible. A letter will be sent to all waterfront property owners advising of the upcoming dredge and will advise of the cost per cubic yard for the transporting of spoils from their property to the spoil site.

Robert Hodgson made a Motion that the dredger be charged a \$1.00 per cubic yard fee on all spoils materials deposited in the Town's spoils site payable to the Town for un-granted portion of spoils site maintenance and insurance costs. The dredger will in turn charge all waterfront property owners who will be dredging their sites this fee and that they shall be responsible to cover all of their own costs.

Kathy Ciaccio seconded this Motion. There being no further discussion a vote was taken and passed unanimously.

Robert Hodgson made a Motion to rescind the vote taken at the April 12, 2016 Town Council Meeting where a motion was presented to not charge waterfront property owners for the use of the Town's spoil site which is in direct conflict with Virginia Code Sec. 2.2-3100 et seq. due to two council members who would receive a direct benefit from this vote. Had the two councilmen recused themselves no vote could have been taken as there were only four councilman present. See David Rowan's July 28, 2016 letter re: Conflict of Interest. Cathy Janci seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

Spoil Site – Mayor Janci has spoken with David Rowan on the sale of the spoil site to the Town Marina. He does not feel there would be any legal problems but has a concern on permitting when changed from Town to Marina. Mayor Janci will speak with Hank Badger of VMRC on this matter.

Mayor Janci discussed the letter received from the Town's surveyor regarding the survey performed by Michael Starling, LS, CFM of Shoreline Surveyors on behalf of Robert Douglas. Mr. Douglas' property backs up to the property the Town now owns. Mayor Janci agrees with our surveyor that the findings made by Mr. Douglas' surveyor sheds new light on the additional acreage he attributed to the Town and better confirms the deeded 22 acres. Originally the Town's surveyor calculated the property to be almost 24 acres and with this survey it makes more sense.

B. Virginia Hazard Mitigation Plan – Robert Hodgson reported no meeting this month. The next meeting is scheduled for December 1st. During the day the group will meet for their final discussion and that evening there will be a public hearing. Mr. Hodgson advised he attended a Green Infrastructure for Coastal Resilience workshop in Virginia Beach on August 24, 2016. Discussed was prevention of flooding and drainage. Mr. Hodgson found it most interesting. Mentioned was Aileen Joeckel who had participated in the final review for the Town. Ms. Joeckel's comments were taken into consideration as all other Towns were. It is estimated the final version will be sometime in February, 2017 and not revisited for another five years.

C. Town Wide Yard Sale – Cathy Janci reported a half page ad will be placed in the Eastern Shore Post for Friday, September 23rd which will include all of the businesses in the area i.e., The Reflections Art Gallery, Wachapreague General Store, The Island House, Wachapreague Inn, Daytrippers and Seaside Antiques. This Ad will also include VIMS Marine Life Day from 12:00 noon to 4:00 p.m. and the U.S. Coast Guard Station will have two of their response boats for touring, along with one of their trailers with information on "Boater Safety", from 12:00 noon to 3:00 p.m. A request was made from everyone for a \$20 contribution, which all were in agreement with.

Sandie Puchalski made a Motion for the Town to spend \$370 for the Ad to appear in the Eastern Shore Post for the Town Wide Yard Sale with mention of all businesses and additional events to be held Saturday, September 24, 2016 and Robert Hodgson seconded the Motion. There being no further discussion a Roll Call Vote was taken and passed unanimously.

D. Town Maintenance/Garbage – Sandie Puchalski had nothing additional to report.

E. Powell Memorial Park – Sandie Puchalski has been in contact with Parks & Recreation to have work done at the Park in October. Cathy Janci thanked Ms. Puchalski for how nice the Park looked for the Labor Day Picnic.

F. Town Hall Beautification/Maintenance – Kathy Ciaccio advised Sue Fountain has been to see Town Hall and will prepare a proposal on some possible solutions. Discussed was old equipment and the best procedure for selling it. Mr. Hodgson suggested contacting other government offices to see what they do.

Sandie Puchalski made a Motion to place an ad or put up for auction obsolete equipment in storage in Town Hall and Kathy Ciaccio seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

G. Streets and Drainage – Don Minniear advised he and Mr. Hodgson inspected the “big ditch” on the south side of Town and that it is a jungle. Mr. Minniear does not think any work should be done on it until winter. Mayor Janci advised K.C. Kellam is interested in the job. As mentioned in last month’s meeting under the Drainage & Ditch Fund is \$5,000. The Town could also ask for assistance from the County. Mr. Minniear spoke with VDOT to obtain a list of locations in Town that they will be working on and was advised the culvert at Church and Custis was next.

H. Safety & Security – Mr. Minniear advised ANEC replaced three street lights that were out. Mr. Minniear inquired into who had erected the signs that were down and was advised J.D. Bradshaw and John Burton Town maintenance personnel. Mayor Janci spoke of several streets signs that were missing, High Street and on the corner of Church and Willis/Richardson. Mr. Minniear will have these taken care of.

I. 911 – Ms. Weeks advised speaking with MSAG on the Powellton Avenue issue where there is a house numbered 14A and which Jeff Flournoy of 911 had indicated was not allowed. Also discussed with MSAG was increasing the “point to centerline” on Main Street and decreasing the “point to centerline” on Brooklyn. Ms. Weeks is awaiting word back from MSAG with further instructions.

J. Seaside Park – Mayor Janci stated he is keeping the Park maintained and everyone agreed it looks great.

K. Delinquent Town Real Estate Taxes, Vehicles & Golf Cart Tags – Mayor Janci indicated the bottom line on outstanding taxes owed the Town is \$1,159. Mayor Janci thanked Lynn Weeks for her continuing efforts in reducing this figure even more.

L. Zoning Administrators Report – Mayor Janci has nothing additional to report.

L. Floodplain Administrator/CRS Coordinator – Mr. Hodgson thanked Mayor Janci and Lynn Weeks for all their efforts on the Town’s behalf regarding the Community Rating Services (CRS) credits which were a Classification of 9 and now is a Classification of 8 or a 10% discount on flood insurance.

M. Planning Commission – Mr. Hodgson advised a meeting is scheduled for September 21st at 6:00 p.m. in Town Hall. Thereafter every 3rd Wednesday of the month a meeting will be held. The Committee is getting better organized and have chosen one Ordinance to review.

N. Tourism/Business –Cathy Janci reported a meeting of the Tourism Committee is in the process of being scheduled as there has not been one in a while.

Mayor Janci reported speaking with Chris Wardius about the Billboard on Route 13 and discussed what trees need to be cut back.

Ms. Janci asked Ms. Weeks about the Town and Tourism Websites who advised all Minutes of recent meetings are now up on the Town Website.

VII. New Business – Mayor Janci discussed the Taxpayer insert sent out with the Real Estate Tax Bills. A copy had been furnished to all council with no comments. Mayor Janci requested Ms. Weeks forward to council the Year End Letter John Joeckel has authored in the past. Mayor Janci has heard from residents that they like reading about what council has done during the year.

VIII. Announcements – Mimi Sedjat spoke of several events coming up in the near future; first is the Relay for Life at Nandua High School on September 17th; Brew & Cue at Sunset Beach Inn on the 23rd and 24th of September in support of Abilities of Virginia and; On September 24th in Cape Charles will be an event in support of Suicide Prevention starting at 2:00 p.m.

IX. Adjournment – Cathy Janci made a Motion to adjourn the meeting and Sandie Puchalski seconded the Motion. The meeting was adjourned at 8:35 p.m.

CBW
9-13-16

_____ MAYOR _____ TOWN CLERK

TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
OCTOBER 11, 2016

COUNCIL PRESENT: Fred Janci, Mayor, Robert Hodgson, Vice Mayor, Kathy Ciaccio, Cathy Janci, Carlee Vincent and Sandie Puchalski

COUNCIL ABSENT: Don Minniear

TOWN CLERK: Lynn Weeks & Missy Wessells

TOWN COUNCIL MEETING

I. Call to Order –Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on October 11, 2016, in the Wachapreague Town hall.

II. Pledge of Allegiance – Mayor Janci lead the Council in the Pledge of Allegiance.

III. Public Comments – Mayor Janci opened the meeting to the Public.

MiMi Sedjat made reference to a letter from the town attorney to the council discussed in regards to a vote that seemed unfair concerning the spoil site fees. She would like to know if the town members could have access to it. It was made available for viewing. The public can file FOIA form to obtain all allowable documents. Some documents may not be available at which time it will be forwarded to our attorney to be advised on action.

Bonnie Munn thanked the Town Council for the flowers that were sent while she was ill recently.

Cathy Janci asked for Meriwether Payne to discuss upcoming events for the “Between the Waters Bike Tour” scheduled on October 22, 2016. It will be starting in Wachapreague at the Powell Park and parking. Volunteers may be needed for registration. Riders are up to 928 and starting at 7:00 am. Sally Richardson heading things up. Sandie stated there is also a dog training event which will start at 9:00am for 4 weekends. Four different loops with various mileage for riders. Many attending will be from other areas so we can showcase the town.

Meriwether Payne will be donating half the cost for the banner for the “Between the Waters Bike Tour.” The Town will pay the other half and the sign will be located at intersection of Lankford Highway and Wachapreague Road.

Aileen Joeckel wanted to discuss the fees the Town Council agreed concerning the spoil site. The Town Marina previously was to pay \$5000 towards the maintenance fees for site. The Town Council has approved that the fees will be \$1 per cubic yard for maintenance of spoil site only. This will be a funding project for the spoil site maintenance. There was nothing in the budget for these possible incidents. The escrow account will stay intact. Mayor Janci also commented that this \$1 cubic yard may need to be adjusted before the next dredging to offset deficient. The dredge site will continue as is.

IV. Approval of Agenda –Robert Hodgson made a Motion to approve the agenda and Sandie Puchalski seconded it. A vote was taken and passed.

V. Approval of Minutes – Sandie Puchalski made a Motion to accept the Minutes of the Town Council Meeting of September 13, 2016 and Cathy Janci seconded the Motion. There being no further discussion a vote was taken and passed unanimously.

VI. Review of Financial Report – Mayor Janci reported on the Monthly Year to Date Year Ending Town of Wachapreague Monthly

Year to Date Fiscal Year Comparison from July – September 2016 -Profit and Loss Budget vs. Actual for the period ending September, 2016. Mayor Janci also asked the Town’s Bookkeeper to add an additional column on reports to show percentages.

- The Year to Date Budgeted Income for the Town We are 25% into the current budget. As it looks our income is up but expenses are also up. Budget will level out as year goes forward. We need to keep looking at that.
- Profit & Loss previous year compared to current date: Income is up \$726. The Expenses are down \$3083.
- Balance sheet net worth Total is increase \$1,181 over 3 months.
- The Year to Date Budget Income for Port of Wachapreague Town Marina Mayor Janci reminded that the expenses will level out throughout year. Insurance is up and phone is up for year due to change in service. The net income is -5,583 vs. -4,108 for 2015 same time last year.

Year To Date Fiscal Year Comparison From 2015 Profit and Loss Budget vs. Actual of the Port of Wachapreague Town Marina for Year to Date comparison with last year with some expenses are more due to upgrade of phone and internet services in the Town Hall and Marina.

- Profit Loss Budget vs Actual: Income 2015 - \$5,583 vs. 2016 - \$4,108 Expenses 2015 \$33,662 vs 2016 34472 due to insurance and phone and internet install. Down \$2,062 Assets up \$4,000 and depreciations drop in assets.
 - **Year Ending:**
 - Marina: 2015 \$35,093 and 2016 \$32,410 Income. Sandie Puchalski brought up a question concerning those figures. She states she needs to contact Mary Jo to find the error. Sandie states she knows of more slips leased and donations received then listed. The report will not be accepted until more research is done.
 - Town: 2016 Income Budget \$97,145 Actual \$157,302 Expenses Budget \$97,145 Actual \$96,125
- TOWN**
- Mayor Janci reported the Profit & Loss Budget vs. Actual shows the Town is running over budget on Expenses. But feels payroll and miscellaneous expenses will level out.
 - Mayor Janci pointed out this amounts will level out throughout the next months.
 - Income drop in auto tax and increase in meal tax. Real estate taxes were down slightly.

MARINA

Marina End of Year Financials are put on hold until talking to Mary Jo for clarification. Over all good year thanks to previous council.

Robert Hodgson made a Motion to approve the Year End Financials for the Town of Wachapreague and Town and Port Year to Date ending August 2016 and Sandie Puchalski seconded the Motion. A vote was taken and all agreed. Port of Wachapreague Town Marina for the Fiscal Year ending on June 30, 2016 will be held until research is completed.

Cathy Janci made a Motion to approve the July through August 2016 Financials for the Town of Wachapreague and Port of Wachapreague Town Marina and Sandie Puchalski seconded the Motion. A vote was taken and all agreed.

VII. Unfinished Business

A. Marina – Sandie Puchalski had US Electric electrician come out and evaluate the breakers. The breakers were changed but that did not fix the problem. What the electrician seems to think is it is a problem with the wiring and the storm seems to have caused the problems. Sandie Puchalski has asked the council to approve the bill to be paid for the work already done. Carlee Vincent seconded it and all agreed. The discussion continued to see how far electrician travels and if there is anyone closer that can work on box. The problem seems to be located in the junction box but only affects the box when we get high water. It seems to be a wiring issue associated to the junction box. Everything is being checked out due to the wiring is over 20 years old and is a safety issue. He is going to come and give an estimate for

all the repairs needed for the electric problem. Sandie wants to presents a case to the insurance company for possible some reimbursement.

Sandie also wants to revise the lease agreements pages 1-7 for the boat slip rentals. She wants to make the boat owners more responsible for their property. She currently has renters that have not checked the boats and some were at risk of sinking. Pete Hodgson stated we will forward the proposal to the lawyer to make sure the wording is correct. He also states there is an ordinance that needs to be checked for the proper procedure for incorporating changes, i.e.: public meeting and notices. Copies of the information was passed around to the council members.

Sandie Puchalski also explained that the project for the repairs of the docking is ready to begin. She is asking for permission from the council to go ahead and order products to start this project. She explained all the supplies and prices. Sandie motioned for the purchase of the supplies. All the supplies were what were approved from the VPA grant. A discussion continued as to whether or not Sandie can vote where she is town employee. Mayor Fred Janci stated the grant was already approved and there is no need to bring the project up for approval. There are no other approvals needed to start the project. Dredging project was discussed. Carlee Vincent asked if we could get an estimate for spraying the spoil site for mosquito spraying. After a discussion, this would be an extra expense and would not benefit anyone.

B. Accomack-Northampton Hazard Mitigation Plan- Pete discussed the meeting were to be held on December 1st at the ESCC but nothing has been decided. He is waiting to hear when the next meeting will be held and where. There is no further information at this time.

C. Town Maintenance – Nothing to report.

D. Powellton Park- Sandie states we need to clean up the park. Ann at Parks and Rec has stated short fence would be better down 3rd base line. Wayne told Bonnie last year Parks and Rec will pay for the fence. They are going to check it out and try to get this done in the spring. Cathy Janci stated there are lots of tomb stones that are down and needs to be fixed. Sandie said she will get the Coast Guard boys and get the grave yard fixed up while they are cleaning up the park.

E. Beautification – Kathy Ciaccio wants to put together a proposal so thing can be purchased at a discounted price to update the projects around town. Kathy also noted that things in the Town Hall needs to be documented and sold to clean out the storage room. She also discussed remodeling the Town Hall to make it a more usable space. Mayor Fred Janci stated we do need to look into possible projects but we need to see if we can budget it this year or will we need to wait until next year to include it in the new year’s budget. We do have some donated items and labor but we will need to get the drawings and layouts for the project including preservation of records in case of flooding. We are going to place items in the paper to sell obsolete equipment from inventory. Pete will help Missy do this very soon.

F. Streets and Drainage – Don thanked Fred for clearing out his drain recently. Pete and Sandie discussed the area near Sandie’s property that flooded during the storm and it took several days to recede. Mayor Fred states we need to get John and JD to clear the brush out of the ditch on Lee Street which was a blue barrel incased in concrete. This is not allowed per town ordinance. Mayor Janci states there are many ditches around the town needs to be cleaned out. These are general maintenance items and our town employees need to adjust their schedule to take care of these problems areas. We need to have these areas weed wacked. There are some larger jobs that Mayor Janci will contact KC to take a look at. A suggestion to have Don Minniear come up with a 5 year plan to repair the ditches in town.

G. Safety & Security – Don not here

H. 911 – ALL DONE !!!!

I. Seaside Park –No Report

J. Delinquent Taxes - Lynn stated to council that that we just collected 2 more delinquent personal property taxes. Mayor Janci stated the list is looking good. There was a discussion that there

may be some people who don't have some of these cars. Real Estate delinquent taxes are being paid also.

K. Zoning Administrator Report – 2 small projects in town. David Shields is putting in a porch. He is waiting for an inspection (back porch). The 2nd project is a front porch with no changes to footprint. There was a discussion concerning the lots on Brooklynn and Riverview that VIMS are purchasing. Mayor Janci has asked Missy to prepare a tax loss comparison for the VIMS properties. Pete and Fred would like to meet with Dr. Snyder with VIMS to discuss future plans. These 2 lots will not be built on, only used for drain fields if needed. There are plans that A. Joeckel has talked with the architect about what projects are being developed. It was discussed that VIMS are interested to owning the whole block of properties in the area of Brooklynn, Riverview, Atlantic and Liberty.

L. Floodplain Administrator/ CRS Coordinator - No Change as of now. Look for changes that can be added.

M. Planning Commission & Town Ordinances – Pete states he is looking at ordinances. One is the animal control. It was asked if it is feral cats. Pete states feral cats are not allowed in the town of Wachapreague. One cat had feline leukemia and had to be put down. This is a contagious disease. Cathy Janci states she has feral cats that are taken care of. The council agreed her cats are not feral. There are many feral cats in the town that needs to be addressed and call animal control for removal. We need to look at the camping grounds for ordinance changes as to how long the camper stays in the camp site and in which state does the camper live. Councilman Cathy Janci asked the question about the ordinance about a dog. The ordinance states the dog is to be either on a leash or in voice control of its owner. If the dog is running loose, the resident has the right to call animal control or knock on the door of the owner. This is per Councilman Pete Hodgson. Mayor Janci needed to add about a house on Main Street that the owner is trying to change a single family house into a multi-family house without a permit. Mayor Janci is sending the owner a certified letter to the owner with the ordinance information. We are trying to prevent a hardship clause from being used saying he has spent lots of money to do this alteration. He has been advised before but the owner went ahead and started the process. This is to prevent further renovations.

N. Tourism/Business – Cathy Janci brought up a “Wheels for Wishes” organization that want to be added to our website. After discussion, the council agreed they didn't want to include them on our site. Cathy also had a meeting with Blake Johnson and others about the 2016 Tourism Activity Guide that is placed at the Virginia Welcome Center. Aileen Joeckel stated there is money in the budget for this advertising. Cathy Janci states there will be a couple of changes including making the pictures larger, removing the “A playground for your passions” and change the green letters to white. A motion was made by Kathy Ciaccio and seconded by Sandie Puchalski to move forward with the activity guide advertisement and all council was in favor. Cathy Janci continued that the sign being erected in Painter, designed by Missy Lattimore, needs to be paid for. The skin for the billboard is ready to go. Clearing the brush away from the sign site, a budget of \$500 was set aside. Blake Johnson and Meriwether Payne has volunteer to remove the brush and trees at no charge. Cathy Janci is questioning why we must lease the sign from Wachapreague Inn when the permit belongs to Blake Johnson and the billboard belongs to Tommy Hickman. Mayor Fred Janci says he has not signed a contract with anyone except Tommy Hickman. The verbal agreement was \$275 per month for use of the permit. A discussion was had to if the \$800 for the lightbox at the Virginia Visitor Center had been paid for this year. Per Lynn, to her recollection it has been paid already because it has been processed for years. Aileen Joeckel stated she has not seen it voted on recently. Aileen thinks the bill is sent out in August. Mayor Janci as asked for Missy to check on this bill.

O. Taxpayer Information Sheet - Lynn stated she has already changed the information concerning the council change. MiMi Sedjat asked if we can continue with the meeting and come back

to the closed session at the end. The committee agreed. Mayor Janci discussed the "Year in Review". Lynn stated the minutes were on the website for everyone to view. .

VIII. New Business –

A. Christmas in Wachapreague December 2, 2016 (Tree Lighting & Caroling 6-8pm) (Santa) - It is the 1st Friday in the month. Carlee Vincent has agreed to take care of the ornament for the Governor's Christmas Tree. Bonnie Munn will be helping with it. She wants to use a little orb and incorporate little pictures of last year's Christmas in Wachapreague. We have a Santa that we use and will continue to use. We are not advertising on the radio just post notices around town. Mayor Janci will have his trailer for citizens to go around town caroling. Cathy Janci has asked for refreshments to be donated. Cathy Janci also has announced that we are doing something at the town gazebo for Halloween. Help is welcomed. This will be from 6-8pm.

B. Bonuses – Lynn wanted to remind the council about Christmas bonuses. Mayor Janci stated we should do the same as last year. This should be brought back up for next month. Missy is to bring the file to next meeting.

IX. Announcements – At the end of this Meriwether Payne wanted the council to take a look at the draft of the sign for the bike tour. The council agreed with the draft. Mayor Janci will ask the WVFC for permission to put the sign up due to it belonging to them. Council members will assist with installing the sign.

X. Executive Closed Session – (1) New Town Clerk Sandi Puchalski made a motion and seconded by Cathy Janci to go into closed session to discuss the hiring of a new town clerk and wage for said clerk. Ordinance was read aloud.

XI. Reconvene Open Session – A motion was made by Cathy Janci and seconded by Pete Hodgson to reconvene to open session. Ordinance was read aloud. Mayor Janci stated that Missy Wessells was offered the job of town clerk at a rate of \$11 / 24 hours weekly and can be flexible. Cathy Janci stated Missy Wessells can leave office to assist in case of emergency with fire department.

Adjournment – Sandi Puchalski made a motion and seconded by Cathy Janci to adjourn.

MWW
10/11/16

_____ MAYOR _____ TOWN CLERK

**TOWN OF WACHAPREAGUE
TOWN COUNCIL MEETING
DECEMBER 13, 2016**

COUNCIL PRESENT: Fred Janci, Mayor, Robert Hodgson, Vice Mayor, Kathy Ciaccio, Cathy Janci, Don Minniear, Sandie Puchalski, Carlee Vincent
COUNCIL ABSENT: None
TOWN CLERK: Missy Wessells

TOWN COUNCIL MEETING

- I. **Call to Order** - Mayor Janci called to Order the Town Council Meeting at 7:00 p.m. on December 13, 2016, in the Wachapreague Town hall.
- II. **Pledge of Allegiance** - Mayor Janci lead the Council in the Pledge of Allegiance.
- III. **Public Comments** - Mayor Janci opened the meeting to the Public. Aileen Joeckel brought up the concern of feral cats located post office. Kathy Ciaccio states the cat is not a feral cat and the cat is taken care of. The cat will not stay at one location but is being taken care of by the post master. Mrs. Joeckel stated a citizen has complained about 7 feral cats fighting in her yard that she wants them gone. The Town Council stated the citizen needs to call animal control and they will trap the cats. The council stated they were unaware of these feral cats around town. The property where these cats were near was the Vincent home but they have several cats and the few they have are taken care of. There was no other issues to discuss.
- IV. **Approval of Agenda** –Mayor Janci moved onto approval of the agenda. The agenda was agreed upon and a motion was made by Robert Hodgson and seconded by Sandie Puchalski to approve the agenda. A vote was taken and passed.
- V. **Approval of Minutes of the November 8, 2016 Town Council Meeting** – Cathy Janci made a motion to accept the minutes and Sandie Puchalski seconded the Motion. There being no further discussion a vote was taken and passed unanimously.
- VI. **Review of Financial Report** – Mayor Janci started with the Profit & Loss Previous Year Comparison for the Town Of Wachapreague. Major Janci stated the income was about even minus the \$10,000 for the Fire Program which will be given to the WVFC. The expenses were down by \$7635 compared to this time last year.
PRELIMINARY Profit and Loss Budget vs. Actual for the period ending November, 2016.
 - Income budgeted \$101,000; we have received \$70,000- Missy Wessells stated we have received more than the figures provided. Major Janci stated we are doing very well.
 - Expenses- we are a little over on advertising in Tourism also over in Dues, Supplies, Office, and Postage. We are under in Miscellaneous Expenses, Professional Fees, Refuge, Maintenance, Utilities and Zoning.
 - The Budgeted Expenses for the Town was \$42,165 versus the actual of \$29,685 which shows we are under budget \$12,280.**PRELIMINARY** Profit and Loss Previous Year Comparison of the Port of Wachapreague Town Marina for the period ending November, 2016
 - Harbormaster Sandie Puchalski was recognized for having collected all outstanding balances from rentals.
 - Expenses are up and Income is up but expenses are about even minus grant funds. Some expenses are actually grant expenses not routine maintenance.
 - Balance sheet looks good as well. Overall the Port is doing well.A motion was made by Robert Hodgson and seconded by Cathy Janci. A vote was taken and passed all in favor.
- VII. **Unfinished Business**

A. Marina –

- Sandie Puchalski began the discussion about maintenance and repairs that have been approved and the process of. She stated delivery of the replacement stones. They are hoping to have down the end of week and will take approximately 2 days to complete.
- Electrical Problem: Sandie stated Richie Puchalski looked under the dock and couldn't find anything broken to cause the electric to short sockets. He did notice above the dock was loose pipes that may be able to get water inside. They are to waterproof the gaps and see if when tide rises, if this will fix the problem.
- Harbormaster Puchalski has been having the town workers to do some work around the marina. JD and John will replace/repair the ropes around the parking and they have been cleaning up brush and doing general maintenance. The shells have been dumped on VIMS side of dock. The floating dock will be done in January.

B. Accomack-Northampton County Hazard Mitigation Plan– Robert Hodgson reported he has been receiving information from Shannon Alexander with Accomack-Northampton Planning District. The planning commission has accepted our recommendations. Shannon Alexander was supposed to come to our town council meeting on January but there has been a delay. Due to issues with FEMA and VDEM, she will not be able to present the information until late spring or early summer. Robert Hodgson will follow up on the status.

C. Town Maintenance/Garbage (Repairs)

- Sandie Puchalski inquired about the estimates for the repair of the brush truck body. Missy Wessells stated we have not received any estimates yet but we have a verbal from Colona's Auto for \$3500. They were supposed to get me the estimate tomorrow. Cathy Janci brought up the idea of instead of repairing the truck, could we look at purchasing another truck in better shape for the same money. The council agreed to take a look at other options.
- Kathy Ciaccio stated it was brought to her attention that the storage shed behind the town hall is in need of repairs. Kathy stated we were 41.6% into the current budget and the council has used 16% of the allotted amount. Her idea is to ride the budget out to the end and then use the money to repair the roof on the shed. The council agreed to get several budgets for metal and shingles replaced. The town workers are going to clean up the area around the shed so it can be painted. Robert Hodgson also suggested getting the fuel hoses off the ground-maybe using a stake and bucket to prevent the spillage of fuel. The outlet in the shed needs to be replaced immediately. Robert Hodgson also stated there are 2 places around the town hall that has water ponding. Also there is a crack in the wall. We need to have the maintenance crew to repair the crack and create a stone drainage to help run the water away from the building. We may want to build the flower bed around the side to building.
- Cathy Janci stated the idea to reopen the well at Seaside Park due to the fact the well at the town hall is not good. Aileen Joeckel stated the previous council got a quote of \$3,500 to reopen the well. The council could also look at grants to reopen the well at Seaside Park for water fountains, ability to water vegetation and drinkable water for the town hall.
- Robert Hodgson said maybe we should look at opening a Capital Project account to the next budget. This could finance the large projects needed around town.
- A discussion continue about the work that needs to be done and a schedule for the town workers. Fred has town work, Sandie has marina work and Don has streets and ditches to work on.

D. Powell Memorial Town Park – Nothing to discuss

E. Town Hall Beautification

1. Town Hall Project - Kathy Ciaccio asked how the town council liked the new design of floor plans. Cathy Janci like the new plan. Kathy will go ahead and get Sue to price out the cost. The council continued to discuss the correct dimensions of all the areas.

2. Disposition of Obsolete Equipment - The obsolete equipment needs to be sold. Missy Wessells will go ahead and get the items posted for sale. The council agreed

what has not been sold by the January meeting, the town will accept the bid of \$20 from Major Janci.

- F. Streets and Drainage** – Don Minniear was asked about the work on the ditches and streets. He would like to hire a company to run a camera to look in the drains to look for problems in the drains. Mayor Janci will get Chris with VDOT or Dale with Accomack County to take a look at it. Mayor Janci stated he has the maps for the town's drainage system. Due to recent issues with flooding, it would be best to check out all ditches and the conditions before there is a problem. As they are examined, they can be marked off the map. Mayor Janci and Robert Hodgson agreed a dual work session is a good idea to include the Flood Plain Administration. KC Kellam has been asked to give an estimate for clearing out the ditch on the south side of town.
- G. Safety/Security** - Don Minniear has been trying to get ANEC to repair the street lights that have been having issues in town. Holly contacted the town office and Missy got message to Don. Don is going to call again to get the correct lights fixed. A light also needs repair at corner of Church and Richardson. The property of next door to Kathy Ciaccio has overgrown brush. Major Janci is checking with Randy Lewis to see if he is still taking care of the property. If not, the town will send a letter to the owner to take care of it or the town will at a fee. The owner is also talking about fixing the house up for a bed and breakfast. The property is zoned residential. Committee has requested this topic to be continue until next month. A letter was also to be sent to the property owners of the former Ray Parker Rail Way on Atlantic Avenue stating the property is in need of repairs and/or securing due to deteriorating docks and building structure. One last thing was the "Welcome to Wachapreague" sign as you come into town, the post is rotten as well as the east side of the plant box. Mayor Janci is planning to put something to keep it until it can be fixed. Sandie Puchalski says there may be some salt treated wood left over from the marina that can be used to repair it. Mayor Janci asked Sandie if she can take care of getting this fixed. She agreed to look into it. Cathy Janci also brought up she has someone who has volunteered to plant some bushes in the box.
- H. Seaside Park** – Major Janci reported the Tree Lighting was very nice. The Accomack Community Band played and Santa was delivered by the WVFC fire truck. Citizens supplied cookies and hot chocolate was provided by the Wachapreague Inn. Cathy Janci was able to get pictures from the event. Missy Wessells received a call from Angie Crutchley at the ES Post requesting pictures to put in the Post of the event. Hortco has replaced almost all the trees around the gazebo due to dying at no charge. They don't know what happened and has not seen anything like it. Everything has been taken care of for the winter.
- I. Delinquent and Current Town Real Estate & Vehicle Taxes** - Mayor Janci indicated outstanding tax amount is \$749.39. Missy Wessells stated the amount is much less. There were collection and adjustments to some vehicles are no longer owned by residents.
- J. Zoning Administrator's Report** – A question was asked by Robert Hodgson to Mayor Janci concerning the property located on Brooklyn Avenue behind the general store whether there is an apartment located behind the house. The owners had a small shop located in the building but it is being used as storage as far as the council knows. Major Janci will take a closer look at the property. Mayor Janci has a garage he just received the paperwork for. He also has spoken with several people who want to do additions to their homes. It seems all want to encroach on the setbacks. The setbacks are 15' from property lines but the property owners want to come within 5' of the property lines. Mayor Janci has informed them the only way is to have a signed consent from all abutting property owners. Then the Town Council will review the request. Robert Hodgson wants to make certain a fire truck and get between the homes. No permits have been granted at this time.
- K. Floodplain Administrator/CRS Coordinator** – Several Councilmen went to the program at VIMS concerning the study of using spoils to build up the marsh. It will not help with mitigating storm damage but will build up areas to help create oyster grounds. It is to using federal grant money to help reuse spoils by spraying in areas to raise it no more

than 6". The areas being considered are Bradford Bay (south of town), west side of Cedar Island (north of town) and Finney Creek (across from the Island House Restaurant).

- L. **Planning Commission – Pet Waste Grant (July 2017)** – November meeting was cancelled due to lack of attendance. There will be no meeting in December and the Planning Commission will start fresh in January. The Commission is still reviewing town ordinances. Cathy Janci asked if the litter grant was being applied for this year. Robert Hodgson stated we will apply for the litter grant as soon as it becomes available. Cathy said the dog stations are very nice to have but expensive. Mayor Janci stated they cost about \$300 each.

M. Tourism/Business –

1. **Tourism Grant (Grant Expires 12/31/2016)** – Cathy Janci stated we have everything for the billboard. She will be contacting Clear Channel to get this done. Concerning the tourism grant, Mayor Janci asked Cathy Janci if everything has been gotten from everyone involved with the grant. She said she has the tax information from Wachapreague Inn and was waiting on a check from Blake at Island House Restaurant. Aileen Joeckel stated they have copies of that information.

2. **Wachapreague Billboard** – Cathy Janci also said the brush has been cleared at the billboard sight and Chris will be putting the lights up. Chris and Nikki will take their sign down and use it somewhere else.

Robert Hodgson has asked if the "Welcome to Wachapreague" sign and box could fall under tourism as well as the lights in Seaside Park. Cathy Janci will bring it up at the next Tourism Board meeting. The Tourism Board will review decorations, signs and box repair. She will also ask for some money to help out the WVFC with the expense of town Christmas lights. Mayor Janci stated the lights will eventually need to be changed to LED. Mayor Janci recited the ordinance concerning tourism money as "a way to enhance a visitor's visit". He believes this would qualify as such. The town would also like to do a resolution to the town for appreciation for all the work, including the Christmas lights, they do for the town. Cathy Janci made the motion and Robert Hodgson seconded it. All councilmen were in favor.

- N. **Christmas in Wachapreague December 2nd** – The Tree Lighting was already discussed and was a good turnout. Everyone did a great job decorating. The gift certificate for Santa needs to be gotten. Cathy Janci will take care of this and Missy Wessells will get it mailed to Jay Wilson.

VIII. **New Business** – Nothing to discuss.

IX. **Announcements** – Last year the Town Council got together to have Christmas dinner together. Everyone agreed it would be nice. The members would be responsible for their own meals. Kathy Ciaccio said she could be available December 27th. Missy Wessells will contact Island House to schedule the date.

X. **Adjournment – Happy Holidays** Sandie Puchalski made a motion to adjourn and Cathy Janci seconded the motion. All were in favor.